



MIAMI-DADE COUNTY FINAL OFFICIAL MINUTES Metro Miami Action Plan Trust

Office of the Metro Miami Action Plan Trust
19 West Flagler Street
Mezzanine Room 106
Miami, Florida 33128

August 20, 2009
As Advertised

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Board of County Commissioners

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OFFICIAL MINUTES
METRO-MIAMI ACTION PLAN TRUST
SPECIAL MEETING OF AUGUST 20, 2009

The Metro-Miami Action Plan Trust (MMAP) convened a meeting at the Office of MMAP Trust Board Room, 19 West Flagler Street, Mezzanine Room #106, on August 20, 2009 at 3:30 p.m., there being present: Mr. Ron Butler; Mr. David Chiverton; Mr. Marc Douthit, Esq.; Reverend Richard Dunn II; Mr. Robert Holland, Esq.; Ms. Stephanye Johnson; Mr. Richard Kuper; Ms. Barbara Montero; Ms. Natasha Nalls; and Ms. Leigh Toney, (Ms. Tamika Robinson; Mr. Carlos Morales; Reverend Walter Richardson; and Mr. Richard Miller were absent).

ROLL CALL

Staff members present were: Interim Executive Director John Dixon, Mr. Jose Gonzalez, Ms. Melba Gasque; Ms. Joann Hicks, Mr. Eric Johnson, Mr. William Simmons, Mr. Anthony Williams, Ms. Pamela Green, PhD., Ms. Laverne Carlile, Mr. Joey Walker; Assistant County Attorney Terrence Smith; and Deputy Clerk Karen Harrison.

Also present was Mr. John Talmage, President, and Mr. Tom Zuniga, of Social Compact, were also present.

DISCLOSURE OF CONFLICTS OF INTEREST
QUERY FOR EARLY DEPARTURES

Mr. Robert Holland welcomed the Trust members and asked if there were any additions to the agenda.

In response to Mr. Ron Butler's request to discuss the MMAP Trust Retreat, Mr. Holland noted that discussion item would be added as Agenda Item II.H. He requested to address Agenda Item I.A. Elections at the end of the meeting to allow more members to be present. Mr. Holland also requested that the meeting begin with a presentation from Social Compact.

Approval of Previous Minutes

January 28, 2009; February 11, 2009; March 11, 2009; March 25, 2009; April 1, 2009; April 15, 2009; July 16, 2009

Mr. Holland noted he hoped the Trust members had an opportunity to review the foregoing MMAP Interim Trust minutes. He also noted the application of those meetings became a functional task because the Interim Trust ended before having an opportunity to approve the minutes.

It was moved by Reverend Richard Dunn to approve the Interim MMAP minutes dated from January 28, 2009 to April 15, 2009 and the Trust minutes for July 16, 2009. This motion was seconded by Mr. Ron Butler, and upon being put to a vote, passed unanimously by those members present.

I. Board Action Items

A. Elections

Mr. Holland asked Assistant County Attorney (ACA) Terrence Smith to lead the Trust members through the process of the election of officers. He noted the final nominations for the Chairman and two Vice Chair positions in the previous Trust meeting were as follows: Mr. Holland was nominated as Chairman and Mr. Marc Douthit, Ms. Barbara Montero, Stephanye Johnson and Natasha Nalls were nominated for Vice Chair; however, Ms. Johnson declined. He further noted each candidate would have an opportunity to make a presentation.

Assistant County Attorney (ACA) Smith explained that the election process consisted of individual ballots for each Trust member to complete and sign according to the Sunshine Law. The appointed nominees would be identified by the majority vote, he noted.

Responding to Mr. Holland's comment that Mr. Douthit was absent and did not have an opportunity to accept his nomination at the last Trust meeting, Mr. Douthit said he would accept.

Mr. William Simmons reminded the Trust members to vote for two Vice Chairs on their ballots.

Following presentations by each nominee, the Trust members proceeded to vote.

Later during the meeting, Assistant County Attorney Smith announced the election of officers was as follows: Mr. Robert Holland Esq., Chairman; Mr. Marc Douthit Esq., Vice Chairman; and Ms. Natasha Nalls, 2nd Vice Chairwoman.

B. Budget Resolution

Mr. Holland presented a brief overview of the discussion held at the MMAP emergency budget meeting. He explained that the reason MMAP needed to create a budget resolution was due to the Mayor's proposed budget transferring MMAP's Teen Court and Housing Assistance Programs to another County Department as a cost savings; despite the fact that both programs were supported by dedicated funding sources. Mr. Holland noted it was decided at the Emergency MMAP meeting that a budget resolution would be created allowing those programs to remain with MMAP since the programs performed well. He also noted the budget resolution would include recommendations by the Interim MMAP Trust to address some minor issues and would go before the County Commission for approval.

Additionally, Mr. Dixon noted the budget resolution presented at today's (8/20) meeting was a draft for the Trust members to review and modify.

Mr. Holland noted Agenda Item II. B Interagency Loan Servicing Agreement (ILSA) and Teen Court were companion items that needed to be reviewed and incorporated into this resolution, which Ms. Barbara Montero recommended. He explained that ILSA was related to issues regarding the MMAP HAP program's need for infrastructure to monitor the housing loans and to remove liens that were forgivable after 10 years. Mr. Holland further explained that ILSA was an agreement to have the Office of Community and Economic Development (OCED) staff to monitor those housing loans after the 10-year period ended. He noted this agreement would likely not be approved by the County Commission until after the budget hearings.

Regarding the Teen Court Program, Mr. Holland noted the MMAP Interim Trust recommended that more marketing efforts be made with political leadership in the community and to use the program's success record of less than 2% recidivism among the participating youth. He noted that following the approval of the Trust, this recommendation could be included in the budget resolution. Mr. Holland asked the Trust members to review the draft budget resolution and provide their input.

Mr. Ron Butler noted a scrivener's error in the fifth WHEREAS paragraph, which should read as follows: "...These funding sources have positively impacted the disparities that exist between the Black community..."

In response to Mr. Douthit's inquiry as to whether every Trust members' signature was needed on this resolution, Assistant County Attorney Smith noted it would be appropriate to list each Trust member's name and document the vote taken, along with the Chairman's signature.

Ms. Leigh Toney recommended that the draft budget resolution be amended to delete the last two "WHEREAS" paragraphs, and to insert the following language: "...WHEREAS: The Board of County Commissioners, by virtue of its decision to appoint a new MMAP Trust Board, charged to reinvent and renew the organization's mission for the benefit of the Black community and the Miami-Dade County community at large.

Assistant County Attorney Smith recommended that the budget resolution include a title and indicate the purpose. He also noted the recommendations from the MMAP Oversight Board were adopted by the County Commission, which stated that MMAP would continue the Teen Court Program for three years, followed by the Trust recommending how to proceed with the program.

It was moved by Mr. Marc Douthit that the recommended budget resolution be approved as amended by the Trust members. This motion was seconded by Mr. Ron Butler, and upon being put to a vote, passed unanimously by those members present.

Assistant County Attorney Smith asked that the Trust members provide a written document of the amendments to the budget resolution to submit to the Clerk.

Following discussion regarding the budget resolution's title, it was moved by Reverend Richard Dunn that the County Attorney's Office would create a title that would capture the purpose of the budget resolution and make any minor changes. This motion was seconded by Mr. Ron Butler, and upon being put to a vote, passed unanimously by those members present.

Mr. Holland noted the memorandum from Mr. Dixon that was distributed to the Trust members regarding "MMAP Speaking Points for Budget Meetings", which pointed out details relating to the adopted resolution that could be addressed when Trust members met with County Commissioners.

C. Congressional Black Caucus Foundation (CBCF)

At the request of Mr. Holland, Mr. Dixon provided a handout regarding the Congressional Black

Caucus Foundation (CBCF) and he noted the purpose of the memorandum was to request approval for the MMAP staff to attend the CBCF Conference, scheduled in September 2009. He also noted attendance of this conference was recommended by the MMAP Oversight Review Board in the effort for the Trust to move in a new direction. He summarized the workshops that were offered and noted he wanted to attend the Urbanomics Workshop: Making Money in a "Trickle Up" Economy, which would provide information on the employment workforce.

Mr. Dixon noted MMAP staff attempted to schedule a meeting, while attending this conference, with representatives from the Office of U.S. Congressman Kendrick Meeks, to discuss the Trust's recommendations for MMAP's new direction, mission, and goals. He noted the workshop and meeting with representatives from Congressman Meek's Office would be beneficial for MMAP. Mr. Dixon reviewed the budget for the trip along with a summary of the itinerary. He noted he would prepare a written report detailing the trip for the Trust.

Mr. Holland recommended that the budget request for the CBCF Conference be amended to include the language, "not-to-exceed the allocated amount of \$2,300.00" and that the Interim Executive Director would provide a written report on the trip to the Trust.

It was moved by Mr. Richard Kuper to approve an allocation in an amount not-to-exceed \$2,300.00 from the MMAP Budget in order for the MMAP Interim Executive Director to attend the Congressional Black Caucus Conference from September 23rd through September 27, 2009, in Washington, D.C. This motion was seconded by Mr. David Chiverton, and upon being put to a vote, passed 10-0. (Ms. Tamika Robinson; Mr. Carlos Morales; Reverend Walter Richardson; and Mr. Richard Miller were absent).

II. Board Information Items

A. Sailboat Cove MMAP Mortgage Update

Responding to Chairman Holland's request, Assistant County Attorney (ACA) Smith gave a brief update regarding the Sailboat Cove Project. He noted that Sailboat Cove was a developer of affordable housing; but their senior loan went into default in addition to the million dollar loan from MMAP. ACA Smith also noted a lawsuit was filed by the senior lender in an attempt to negotiate payments and MMAP also met with the senior lender in an attempt to work with them.

The County Attorney's Office made recommendations to the Interim MMAP Trust on how to proceed with the loan document, but prior to moving forward, the senior lender foreclosed against Sailboat Cove and named MMAP as an interested party of the defense, Assistant County Attorney Smith noted. ACA Smith advised that the Trust was represented by Mr. Tom Robertson, a foreclosure expert from the County Attorney's Office, who filed a response to the lawsuit. He said he recommended Assistant County Attorney Robertson not attend any Trust meetings to publicly discuss strategies regarding this case. ACA Smith noted since MMAP was not the senior lender, there was limited expectation in terms of MMAP collecting the million dollar debt.

In response to Mr. Marc Douthit's inquiry regarding the loan amount of the senior lender, Mr. Eric Johnson noted the current balance of the Sailboat Cove mortgage was approximately \$8

million and the initial loan totaled \$11 million. He noted the approximate value of the property, which would be the current market value, was difficult to determine; however, it would be much less than the originally projected amount. Mr. Johnson explained that the second mortgage of the loan was due in October 2008, and it was anticipated that the first mortgage loan would be repaid. The four phases of Sailboat Cove had 171 units: the first phase had 39 units with 32 that were occupied and met the criterion that required a minimum of seven units designated to affordable housing, he noted.

Mr. Johnson noted the Sailboat Cove Project was currently in its second phase with eight buildings consisting of 40 units, and the infrastructure was completed; however, there were four shells of cement structure with no further development or construction since the beginning of 2009. Mr. Johnson explained that phases three and four contained the remaining 90 units at another location, but the grounds were only cleared, which did not affect the completed phases. He noted the market value was difficult to determine and part of the development was on a lake, which gave the land significant value, but due to the economy, it would not sell at full value.

In response to Ms. Natasha Nalls' inquiry regarding the location of Sailboat Cove, Mr. Johnson noted the property was located NW 143rd Street and 17th Court in Opa-locka, Florida.

Mr. Holland noted this item was placed on the MMAP Agenda as an informational item because of the foreclosure action and an assessment was provided by the County Attorney's Office. He also noted the Trust would proceed with caution and receive reports once this lawsuit process moved forward.

Assistant County Attorney (ACA) Smith spoke of his past experience working with a developer that went into foreclosure, but he noted that another developer took over and completed the project. He also noted he would speak with ACA Tom Robertson regarding the options since MMAP was named as a party in this case. MMAP might not be reimbursed the million dollars, but he would ask if another developer could complete the work, ACA Smith noted.

Mr. Holland noted individual Trust members could discuss their concerns with the County Attorney's Office as opposed to releasing any plans as public record.

B. Interim MMAP Trust Board Members Housing and Teen Court Recommendations

- **Interagency Loan Servicing Agreement**
- **Teen Court**

C. Social Compact

Mr. Dixon noted the MMAP Oversight Review Board (MORB) recommended that the Trust submit an annual report and to create a different type of score card based on their recommendations. He noted MMAP staff contacted representatives from Social Compact and looked at their work nationwide, which included banking, housing and economic development. Mr. Dixon also noted he felt it would be beneficial to the Trust, based on the recommendations from the MORB. He said that Social Compact had the expertise the MMAP Agency needed, specifically regarding the impacting information in the Black community. He described the type

of data provided by Social Compact, which included housing and financing information.

Mr. John Talmage, President of Social Compact (SC) presented a brief overview and a Power Point presentation of the organization's various types of data provided during 20 years of service. He noted the intent of providing this information was to find missing incomes throughout cities, which captured more data than the census survey. Mr. Talmage noted that SC's findings produced an investment and capital barrier for communities in 15 cities across the country, which included: Columbia Heights; Washington D.C., Oakland, California, and Houston, Texas. Mr. Talmage noted the focus of SC was on the security of food, finances, and the housing market of targeted communities. He explained how the study was performed using a formula to determine the actual numbers, and then capturing data on populations and aggregated household incomes in local areas of Miami. Mr. Talmage noted the impact of this information, and pointed out that some populations were subject to poverty taxes due to a lack of credit.

Mr. Talmage reviewed a modeled graph of local municipalities with integrated demographic data. He noted the need to use this information that reflected a leakage of \$40 million in new retail development in both Liberty City and the area of Winwood. The information showed the difference between the sum of money spent in households and the revenue made by businesses in those neighborhoods, he noted.

Additionally, Mr. Talmage noted SC's projects provided a track on all mortgage information, including: comparables; foreclosures; and bonds. Mr. Talmage reviewed data regarding housing market transactions, which averaged \$87,000 a year, and decreased only by 2%. This process required visualizing, accessing, and interpreting data in order to create a report in terms of equity and fairness, which would enable a local partner to determine the status of a specific area, he noted. Mr. Talmage noted SC would provide a platform for MMAP to create a score card to monitor land value, business startups, business failures, employment, and foreclosures. He noted he was excited about the idea of bringing all these tools together to MMAP as a local partner that had the ability to help interpret and deliver this useful information to the community, as well as community based organizations.

Mr. Marc Douthit noted he had an existing business relationship with Social Compact and was uncertain if this would be a conflict of interest.

Assistant County Attorney Terrence Smith noted his initial concern was since the County Commission would be adopting an ordinance that required the Trust to create a score card and study, MMAP needed to do a Request for Proposal (RFP). He noted this was a discussion item and not a contract, but once an RFP was done or if Social Compact was awarded the bid, it could be a conflict.

Mr. Holland concurred with the County Attorney's Office; however, he felt the need to take precaution of preliminary discussions that might lead to the development of an RFP. He noted the possibility of preferential treatment towards a bidder if a Trust member had a business relationship with that organization. He suggested that Mr. Douthit excuse himself from this discussion. Mr. Holland noted these circumstances would apply in any discussion concerning an

RFP, if a Trust member identified a potential client was preparing to bid, then the Trust member would not help to prepare the criterion.

Mr. Douthit agreed and removed himself from the discussion.

Mr. Tom Zuniga, a representative of Social Compact (SC) noted he was familiar with the Trust and he understood their task was to keep score, which would require accurate information. He noted SC offered an economic informational system and they wanted to embed this information locally with MMAP as the depository for Miami-Dade County.

In response to Ms. Leigh Toney's inquiry regarding whether SC's research was done on a city by city basis, Mr. Talmage noted the research was unique, and was only performed in the United States (U.S.). He also noted SC's mission as a not-for-profit organization was to market the data and change the philosophy on using this information. He noted SC currently worked in 30 cities within the U.S., as well as Bogotá Columbia; London, England; and Augsburg, South Africa.

Following a discussion regarding the process of obtaining this data, Mr. Holland expressed the Trust members' appreciation for the SC representative's presentation.

In response to Mr. David Chiverton's question regarding how MMAP staff would use this data if they became partners with SC, Mr. Dixon noted MMAP staff recommended using the data specifically for the disparity study, in addition to creating the score card. He also noted that Florida International University (FIU) did a Disparity Study for MMAP three years ago, but the type of product the SC representatives described was unique. Mr. Dixon noted he felt SC had the type of expertise and data that MMAP needed to look at the various neighborhoods MMAP had worked with in Miami-Dade County, including Liberty City; Overtown; Perrine; and Goulds.

Discussion ensued regarding a comprehensive plan to ensure projects were carried through.

Mr. Dixon noted MMAP staff met with Ms. Karen Moore, Director Community and Economic Development (CED) Division, Office of Community and Economic Development (OCED), regarding CED's budget, which totaled \$15 million and how MMAP could partner with them. He noted he learned CED's purpose was centered on infrastructure and not loans and he agreed that in order to implement the necessary projects, MMAP needed infrastructure or it would not be supported by the community.

In terms of MMAP moving forward in an advocacy role, Mr. Holland noted a survey was needed to support the required positions from an advocate standpoint. He also noted the presentation was very informative and he was unaware of other sources that provided this particular data; however, the Trust was depending on MMAP staff to research whether similar services were available. Mr. Holland expressed concern regarding past problems of sole sourcing rather than allowing a Request for Proposal (RFP) process to take place.

After speaking with Mr. Marc Douthit regarding a potential conflict of interest with Social

Compact, Assistant County Attorney (ACA) Smith expressed concern with a provision in the ordinance that read: "...that a person could not sit on the Trust as an officer, representative or employee of any consulting contracting agency that received funding from the Trust except by being employed or serving on the Trust as a representative of a State or local Government..." He noted that if the organization was selected through a procurement process and if Mr. Douthit was a consultant, it would be a conflict and he would need to remove himself from the Trust because MMAP would be funding the entity.

In response to Ms. Leigh Toney's inquiry regarding whether the Trust members were evaluated under those terms before being appointed, ACA Smith answered yes, and noted each interview questioned whether the candidate was employed by an entity that was currently contracted with the MMAP. He also noted if a Trust member's status had changed since that time, it should be reported in order for the County Commission to be advised and appoint someone to fill that slot.

Mr. Douthit noted that his relationship with Social Compact was post dated being on the Trust and he was unaware of the discussions with MMAP.

D. Teen Court Monthly Report

Mr. Holland noted that he hoped the Trust members reviewed the Teen Court and Housing Monthly Reports, and asked that unless there were concerns that needed to be addressed, those items be deferred until the next meeting.

E. Housing Monthly Report

F. Fiscal Management Report

Mr. Holland pointed out information on the Fiscal Management Report on page 95 regarding housing that indicated a balance of the fiscal year budget was approximately a million dollars. He reminded the Trust members that several housing initiatives were in the pipeline and that this money was from dedicated funds and not from the General Funds Budget, but would continue with the program and not be lost. Mr. Holland also noted the Fiscal Management Report indicated that the budget for Teen Court was \$1.4 million. He noted the MMAP Interim Trust tried to identify ways to use those funds that were consistent with the State and feasible for the next fiscal year because that funding was also from a dedicated source.

Regarding the Economic Development component, Mr. Holland reviewed the Fiscal Management Report which indicated the balance of the budget totaled \$256,000, which was from the General Fund Budget. He noted if that money was not used, it would go back into the General Fund Budget. Mr. Holland explained that those dollars were not used because the MMAP Interim Trust was in place for the majority of the fiscal year and they did not want to make a decision on spending this money on behalf of this Trust that would have limited time. He asked the Trust members to provide input regarding feasible project ideas that required a Request for Proposal (RFP) process in order to obligate that funding, which totaled \$330,000 for economic development projects. Mr. Holland asked Trust members to discuss the project ideas with the Interim Executive Director and an emergency meeting could be called to develop an abbreviated process that was consistent with the County's process. He also noted that this funding might not be available for the next fiscal year.

Reverend Richard Dunn asked if MMAP staff could make some recommendations and prepare a draft proposal for the next MMAP meeting.

Following the discussion, Mr. Dixon noted that MMAP's staff would develop some plans on how the funding for economic development could be used, but noted the need to earmark this money until December 31, 2009 for a particular initiative or program. He also noted the new fiscal budget would be in effect on October 1, 2009.

Mr. Dixon spoke about MMAP's past project on the South Dade Initiative that partnered with the Miami Dade Chambers of Commerce, providing business assistance workshops. This workshop had a large number of attendees and the sessions included: writing a business plan; marketing; and effectively working with the Chamber of Commerce, he noted. Mr. Dixon also noted, for the first time in Miami-Dade County, \$5,000 was awarded to 10 individual businesses by MMAP to offset the cost of commercial insurance, buy equipment, and technology. He noted the project was feasible and required an RFP process along with being monitored as a follow-up.

Mr. Jose Gonzalez noted the cost of the South Dade Initiative totaled approximately \$70,000.

Mr. Holland noted the need for creative ideas to obligate the economic development funds until December 31, 2009 and then the MMAP staff could make a presentation for the Trust to decide whether to move forward, after approval from the County Commission. He also noted if the funds had to be used before September 2009, he wanted to ensure that MMAP went through a transparent process.

Mr. Dixon noted he attended the Hunt and Moss event regarding the new Marlin Stadium that was held at the Mayfair. He explained the idea of MMAP working with small businesses that received packages at that event regarding doing business at the stadium.

Ms. Stephanye Johnson introduced the idea of working with businesses during the Super Bowl and Pro Bowl games.

G. Public Information

H. MMAP Trust Retreat

Mr. Holland asked Mr. Ron Butler to present a brief overview regarding the idea of having a MMAP Trust Retreat. He reminded the Trust members of the negative social perception of government staff and retreats. Mr. Holland noted that the MMAP Trust Retreat needed to be low cost; but it was needed in order to update and unify the Trust members, and to form committees.

Mr. Butler concurred with Mr. Holland and he noted it was a common practice for a new Board to have a retreat because there was a lot to learn and it provided time to brainstorm.

Mr. Holland requested Mr. Dixon to meet with Mr. Butler regarding the MMAP Trust Retreat and to ensure past violations not be repeated during the planning process.

In response to Ms. Leigh Toney desire to volunteer to work with Mr. Butler on planning the

MMAP Trust Retreat, Mr. Holland cautioned her to be mindful of the Sunshine Law that prohibited Trust members from communicating with each other unless there was a public hearing.

Non-Agenda Items:

Mr. Holland advised the Trust members that Mr. Joey Walker, MMAP staff member, would be contacting them regarding their availability to take individual and group photographs for the MMAP Website.

Mr. Richard Kuper requested that an advance notice be given to Trust members regarding the next MMAP Trust meeting date in order to provide members sufficient time to prepare and attend.

Mr. Holland asked the Trust members to make an effort to arrive on time so the meetings would start on time upon a quorum being present.

Adjournment

Hearing no further business, the Trust meeting adjourned at 5:23 p.m.

A handwritten signature in cursive script, reading "Robert W. Holland", is written over a horizontal line.

Mr. Robert Holland Esq., Chairman
Metro Miami Action Plan Trust



Memorandum



Date: August 20, 2009
To: Members of the MMAP Trust
From: John E. Dixon, Jr., Interim Executive Director
Subject: MMAP Speaking Points for Budget Meetings

MAYOR'S PROPOSED FY 2009 – 10 RESOURCE ALLOCATION - \$1.118m

The FY 2009-10 Proposed Resource Allocation

- Reduction of General Fund Support of \$150,000
- Elimination of Accountant and Assistant to Director Positions
- Transfer MMAP's Affordable Housing Division to the Dept. of Housing and Community Development (**3 MMAP positions**)
- Transfer Teen Court Program to Juvenile Services Dept. (**14 positions**)

This proposal downsizes agency from 25 to six employees

- Four (4) Professionals
- Two (2) Clerical support staff

The reduction of personnel will have an adverse impact on the agency's ability to implement goals identified in the Oversight Review Board that was presented to Miami Dade County Board of County Commissioners on June 8, 2009. Specifically, presents a challenge to the agency regarding its advocacy role in the community.

The Oversight Review Report Recommendations

As it relates to the MMAP Housing Assistance and Teen Court Programs, the Oversight Review Report recommended the following:

- **Housing**
As MMAP is restructured as an advocacy and monitoring entity on economic development, housing is vital to economic development and MMAP should continue to operate the Surtax funded housing program.

- **Teen Court**

Teen Court program should remain in the MMAP office up to three (3) years. At that point, the MMAP Trust will recommend a service provider to transition the Teen Court Program.

The proposed budget recommendations to transfer the Housing and Teen Court programs have no budgetary impact on the County's general fund. Both programs have dedicated funding sources.

BUDGET SUBMITTED TO THE COUNTY MANAGER BY MMAP TRUST FY 09/10

Maintain 25 – staff personnel
Maintain Housing Assistance Program
Maintain Teen Court Program
Proposed Budget \$5.578

HOUSING PROGRAM DATA YTD 08/09

Total Applicants – 224
Total Loans – 197
MMAP HAP Funding - \$1,296,320.00
Number of Conducted MMAP HAP Cert. Training Workshops – 12/08 – 08/09 – 509

TEEN COURT PROGRAM DATA YTD 08/09

Number of Cases – 374
Number of psychological sessions – 155 sessions
Recidivism rate - 7%



Memorandum



Date: August 20, 2009
To: MMAP Trust Members
From: John Dixon
Interim Executive Director
Subject: Benefits of Attending Congressional Black Caucus

Congressional Black Caucus Conference

The MMAP Oversight Review Board has recommended that MMAP be restructured as an advocacy and monitoring entity focusing on economic development with workforce development as an integral part thereof. The Oversight Review Board also recommended that the new Board of Trustees be directed to chart a course of action that will lessen its dependency on County General Funds. MMAP Trust presence at the Congressional Black Caucus Foundation's 39th Annual Legislative Conference will provide an opportunity for the Trust to gain information about programs that can enhance the new direction of the agency.

Staff's attendance at the conference will include a meeting with Congressman Meek's staff representatives to discuss the MMAP Trust new direction and any potential federal funding for the MMAP Trust. Additionally, staff will attend the following issue forums that will provide national strategies and solutions to addressing healthcare, job training, education and housing:

Urbanomics: Making Money in "Trickle Up" Economy

President Obama's American Recovery and Reinvestment Act of 2009 will provide billions of dollars for healthcare, job training, education, housing, energy and scientific research. Through officials from the Obama administration, economists and beneficiaries of the economic stimulus in urban communities, participants will learn how to use their talents, resources, and credentials to improve their economic situation in "trickle-up" economy.

A Networking Brunch for Young Elected Officials and Policy Professionals

The 2nd Annual Networking Brunch for Young Elected Officials and Policy Professionals will feature: (1) a facilitated discussion where participants will share strategies for civic engagement among emerging leaders after the 2008 presidential election and grooming X-Y generation political leaders; (2) resources from national foundations to arm participants with the knowledge and tools they need to strengthen communities through policy advocacy; and (3) networking activities to harness power through unity.

**ALC 09 CONFERENCE
ESTIMATED COST**

*American Airline Round Trip from Miami, Florida to Washington, DC	\$ 184.21
Renaissance Washington, DC Hotel – 9/23/09 thru 9/27/09 4 days 3 nights @ \$ 218.00 each	\$ 872.00
Registration	\$ 100.00
Meals and Incidentals (Per Miami- Dade County Travel Chart)	\$ 195.00
Workshops - sessions (2)	\$ 90.00
TOTAL ESTIMATED COST:	\$1,441.21

*** Note: Air fare is subject to change due to non reservation**

REGISTRATION BROCHURE

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Conference Welcome
Congressional Black Caucus



Dear Family,

We are pleased to invite you to participate in the Congressional Black Caucus Foundation's 39th Annual Legislative Conference (ALC). This year's program will take place in the heart of our nation's capital from September 23-26, at the Walter E. Washington Convention Center.

This year, we come together under the theme, *Reinvest...Rebuild...Renew*. Now more than ever, it is important for us to harness the optimism, the energy and the increased participation generated by the current political climate, begin to rebuild our collective foundation and address the effects of these troubled economic times.

The Annual Legislative Conference is a time for our community to gather from around the country, present our shared issues, brainstorm solutions and establish an action plan for the coming year. We look forward to all contributions as we address our nation's current state of affairs and its disproportionate impact on people of African descent.

Please browse through this brochure, register early and be sure to attend what promises to be one of the most groundbreaking ALC gatherings to date. We look forward to your enthusiastic participation.

Very truly yours,

Barbara Lee
Member of Congress
Chair, CBC

Chaka Fattah
Member of Congress
Honorary ALC Co-Chair

Yvette D. Clarke
Member of Congress
Honorary ALC Co-Chair

ALC

'09



Congressional Black Caucus Foundation, Inc.

Dear Friends,

It is our pleasure to invite you to participate in the Congressional Black Caucus Foundation's 39th Annual Legislative Conference. There is that old joke about 39 and holding, but CBCF is proudly embracing 39 and moving forward!

Our theme this year *Reinvest...Rebuild...Renew* embodies the progress our country has made and the work that lies ahead. We are living in what will probably be regarded as one of the most extraordinary times in America's history. There is a renewed sense of responsibility and purpose and we can lead the way on fostering the dialogue and providing the platform for crafting solutions to the challenges facing our communities.

For the past 39 years, the ALC has served to bring together African Americans to share our ideas, brainstorm solutions and engage each other for the betterment of our neighborhoods, our communities and our country.

If you are concerned about issues that affect the African-American community, if you want to network with people from around the country and world who are engaged in similar interests, if you want to engage in dialogue regarding policy and legislation, if you want to hear from the CBC members concerning what is happening in Congress, this will be the place to be.

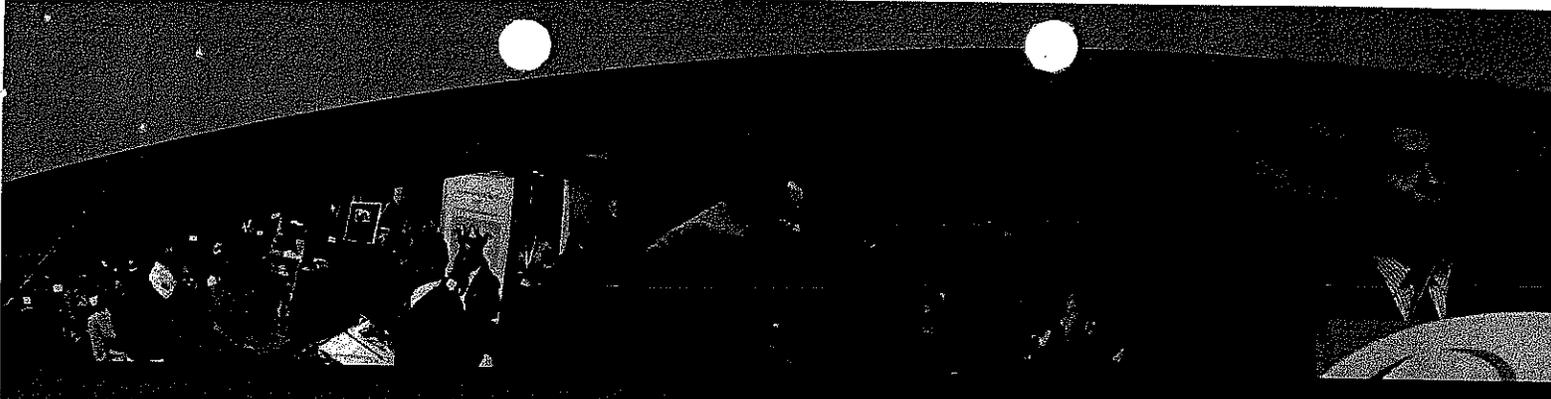
We suggest that you register early and frequently visit the CBCF web site – www.cbcfinc.org for the latest information about ALC '09. Now more than ever, we need your full participation.

Kendrick B. Meek
Member of Congress
Chair, CBCF

Elsie L. Scott, Ph.D.
President & CEO
CBCF

Simone-Marie Meeks
Chair, CBC Spouses

39th
annual
Legislative conference
Reinvest...Rebuild...Renew.



Conference Highlights

SEPTEMBER 23-25
Wednesday through Friday

Lost Minds, Lost Chances: Brain Degeneration, Aging and African Americans

A Health & Wellness Luncheon
Identified as an emerging public health crisis among African Americans, Alzheimer's disease is the sixth leading cause of death in the United States. African Americans may be especially at high risk for the disease, which is the most common cause of dementia. Research suggests that high cholesterol, high blood pressure and diabetes—which disproportionately affect African Americans—are risk factors for age-related brain disorders. During this luncheon, attendees will learn about the warning signs of Alzheimer's and related dementias; treatment and care options; strategies for healthy aging; and effective policy solutions. Limited seating; please RSVP to ffluncheon09@cbcfinc.org.

A Dream Deferred? The Future of Housing Opportunities for African Americans

Homeownership is a cornerstone of the American dream and has been the primary vehicle for building wealth for most African Americans. This forum will examine the current scope of the housing and foreclosure crisis in the black community and implications for homeowners and renters, as well as policy solutions critical to fostering housing and economic security among African Americans.

Cool Beans: New Approaches in Preventing and Treating Kidney Disease

Sponsored by Amgen



Over 26 million Americans have kidney disease and millions more are at increased risk and don't know it. African Americans are particularly vulnerable to developing the condition because of higher rates of heart disease, diabetes and hypertension than those in other racial/ethnic groups. This session will feature best practices in prevention and treatment, including those rooted in addressing health disparities.

Real Talk: Sexual Health in the Black Community

Sponsored by the Centers for Disease Control and Prevention

Talking about sex has long been taboo in American society; however, talking AND knowing about it can mean the difference between life and death. In 2008, the Centers for Disease Control and Prevention re-examined the extent of the HIV/AIDS epidemic in the U.S. and found that it is at least 40 percent greater than previously believed—and growing, particularly among African Americans. Please join Rev. Al Sharpton, Phill Wilson of the Black AIDS Institute, Lisa Fager Bediako of Industry Ears, Inc., and others for a serious conversation about sexual health in the black community and solutions for getting healthy.



Not Just Getting By: Achieving Economic Security Among African Americans



The Annie E. Casey Foundation

Sponsored by the Annie E. Casey Foundation

Despite decades of social progress, African Americans are less able to secure jobs offering a living wage and critical supports; obtain a quality education to prepare them for an increasingly competitive job market; get timely, adequate health care that reduces their disproportionate burden of disease; and accumulate wealth-building assets. CBCF is collaborating with Congressional Black Caucus members and other leaders to develop a comprehensive agenda on achieving economic security among African Americans. This forum will highlight recommendations and solicit input from other groups striving for social, economic and health equity for African Americans. By invitation only.

CBC SPOUSES 13TH ANNUAL Celebration of Leadership in the Fine Arts

This special event recognizes the significant contributions of individuals in the visual and performing arts, as well as corporate leaders, former CBC Spouses and those citizens who have demonstrated leadership lifting up and supporting young people and improving the general quality of life for all. Last year's honorees included legendary "King of Blues" musician B.B. King, visual artist Betye Saar, and noted photographer Howard Bingham. The event also awards young performing and visual arts scholars with scholarships in recognition of their exceptional level of talent.

8:00 P.M. – 10:30 P.M.

National Museum of Women in the Arts

CBCF Fitness First: A Morning Jam Session

An early-bird fitness class that promises to energize your body, mind and spirit. A certified fitness professional will lead this fun and challenging session featuring effective cardio and strength-building exercises for a total body workout. Jumpstart your day with uplifting movement, music and fellowship!



July 13 Registration Discount ends



www.ALCO9.org Register Now!

SEPTEMBER 23-25 Wednesday through Friday

CBC SPOUSES

Community Breakfast & Health Fair

Each year, the CBC Spouses and CBC Members join together to serve breakfast and provide clothing, toiletries, health screenings and health fair resources to more than 400 homeless people from the Washington, D.C. area. This program is an essential initiative that raises community awareness on ways to combat the immediate and ongoing needs of displaced individuals.

7:00 A.M. – 10:30 A.M.

So Others Might Eat | 71 'O' Street, NW | Washington, DC

National Town Hall Meeting:

Economic Recovery & Opportunity

In the midst of America's economic crisis there is hope, there is opportunity. Key to each person's success is opportunity; the opportunity to dream, to learn and to work. America's economic recovery will be dependent on the deliberate investment of its citizenry. The Town Hall will feature policy makers and experts from the corporate and business world who will instruct on how to not only survive but thrive in these financially turbulent times.

8:30 A.M. – 11:45 A.M.

Walter E. Washington Convention Center

The Networking Lunch

Sponsored by Society for

Human Resource Management

Conference attendees continue to rave about this dynamic session designed to give practical tips on effective networking. Past hosts/contributors have included co-owner of D.C. United Victor B. McFarlane, President and CEO of Manchester Bidwell Corporation William E. Strickland, Jr. and George Fraser, author of the critically acclaimed bestseller, *Success Runs In Our Race: The Complete Guide to Effective Networking in the African-American Community*. Due to the popularity of this event, attendees should register early. Don't miss this incredible opportunity to interact with opinion leaders and power brokers who will offer their personal insights and give you an inside perspective on how to network and align yourself with individuals of influence.

12:30 P.M. – 2:00 P.M.

Walter E. Washington Convention Center



CBC SPOUSES

Issue Forum & Essay Contest

Annually, the CBC Spouses invite high school sophomores and juniors from the districts of Congressional Black Caucus Members to participate in an essay contest and issue forum. Students are asked to write an essay on a topic that is relevant and important to our community, and winners are invited to the Annual Legislative Conference to participate in an issue forum that provides an arena to identify, challenge and engage participants in critical dialogue.

1:00 P.M. – 2:30 P.M.

Walter E. Washington
Convention Center



Jazz Forum & Concert

Join us as we showcase world-renowned jazz musicians to conference attendees in a concert that follows the Jazz Issue Forum. Presented by Rep. John Conyers, Jr. of Michigan, this forum focuses on the roots of jazz and the importance of preserving this historic art form.

7:00 P.M. – 10:00 P.M.

Walter E. Washington Convention Center

Gospel Extravaganza

Rejoice and make a joyful noise. Some of the South's most acclaimed gospel choirs lift their voices in celebration. No conference attendee should miss this opportunity to experience the power of anointed praise.

8:00 P.M. – 10:30 P.M.

Walter E. Washington Convention Center



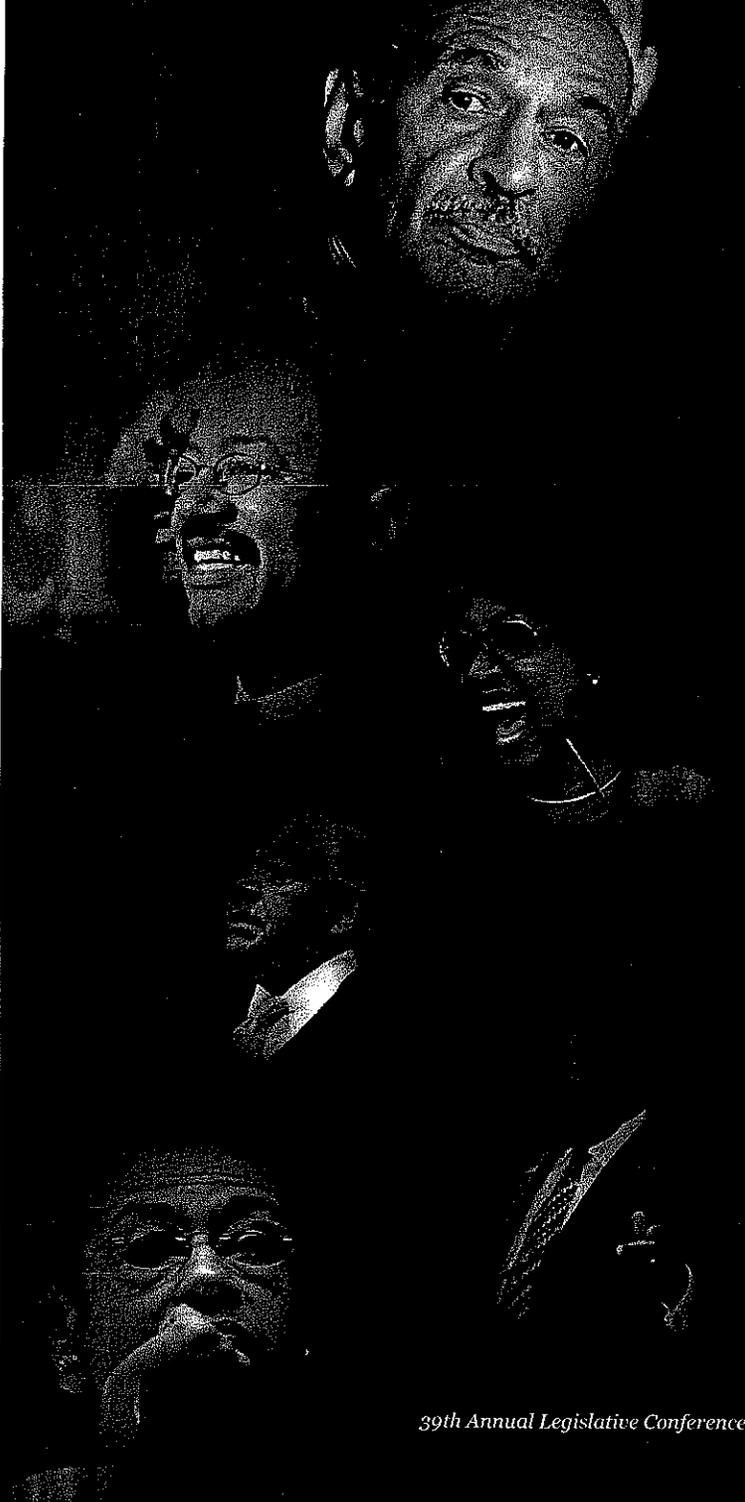


SEPTEMBER 24-26
Thursday through Saturday

Issue Forums & Braintrusts
(Prior Year's Partial Listing)

- 21st Century Strategies to Create Safer Communities
- Advancing the Civil Rights Agenda Before a New Administration
- African-American Developers: Changing Our Communities for the Better
- African-American/Muslim American Dialogue: Building an Interfaith Movement
- African-Americans and STDs: A Silent Epidemic
- African-American Leadership Post Civil Rights: A New Direction for the Future?
- America - Land of Immigrants & Comprehensive Immigration Reform
- B. Smith's Top Chef: A Delicious Demonstration of Healthy Cooking on a Diet
- Bridging the GAP: Africa, America and the Caribbean
- Bruised But Not Broken: The Status of Small and Minority Businesses in America
- Daddy's Promise: A Lifetime of Love
- Digital Era: It Takes a Village to Stay Connected in the New Digital Era
- EDUCATION BRAINTRUST Addressing Disparities in Education:
A Road Map for the Next Four Years
- Eliminating Barriers: Building Healthy Families and Communities for the Future
- ENVIRONMENTAL JUSTICE BRAINTRUST Securing Our Future:
The Nuclear Alternative
- Eyes Wide Shut on Poverty
- Faith and Politics Under Forty
- Family Reunification in the Child Welfare System
- From Hip-Hop to Hip-Hope: Have a Dream
- HEALTH BRAINTRUST
The Indirect and Direct Costs of Health Disparities
Why and How Companies are Making it Their Business
- Turning the Page on Disrespect, Discrimination and Disparities:
An Agenda of Change and Hope
- Heart Matters: Addressing Heart Disease in the African-American Community
- Homelessness Among Veterans: Causes and Cures
- How Far Have We Come: Being Black in America
200 Years After the Abolition of the Transatlantic Slave Trade?
- Image of Blacks in America: Is It Our Image or Theirs?
- In It To Win It: Winning Issue Campaign Strategies
- International Opportunities for Minority Businesses:
Expansion through Trade in the Western Hemisphere





- Katrina: 3 Years Later, New Challenges
- Living in the Black: Barriers to Wealth Creation in the African-American Community
- Minority Contracting: Competitive Viability Project
- Police Brutality: Young Black Males, Profiled, Harassed, Beaten and Killed
- Protecting Young Athletes from Steroids, Celebrities from Drugs and College Students from Financial Predators
- Protecting Yourself on the Internet
- Publicly Financed Elections: Continuing the Voting Rights Movement
- Race, Sex and Politics: Ending the Scourge of HIV/AIDS in Black America
- Read, Lead, Succeed
- School Safety Solutions: Empowering Communities to Create Safe Learning Environments for Our Children
- Second Chance: Removing Barriers to Re-entry and Reconnecting Families
- Second Chance: Strengthening Families and Creating Safer Communities Expo
- Social Entrepreneurship 101: How Private and Government Entities are Helping to Shape Africa for the Next Generation
- Subprime, Credit Cards and Flat Pay: Solutions to Economic Inequality
- Tackling Mental Health Issues in Minority and Low-Income Communities
- The Class War in Black America Part 2
- THE HONORABLE A. LEON HIGGINBOTHAM, JR. MEMORIAL VOTING RIGHTS BRAINTRUST
- Getting Ready for the 2010 Census:
The Next Round of Redistricting and Making Votes Count
- The Impact of Gun Violence in the Black Community
- The Impact of Race and Religion on Politics in America
- The New Green: A Climate of Change for Environmental Justice
- The Youth Promise ACT: Fulfilling the Dream
- TRANSPORTATION BRAINTRUST
- Less Than the Best: The Shocking Truth About Diversity in the Transportation Industry
- U.S. Africa Policy: Challenges for the Next American President
- Underground Railroad: Passage to Promise
- VETERAN'S BRAINTRUST 20th Anniversary:
A Look at the Iraq and Afghanistan War
- YOUNG, GIFTED, AND BLACK BRAINTRUST
- Youth Involvement: Today's Technology for Tomorrow's Environment





Emerging Leaders Series

BRIDGE THE GAP BETWEEN WHERE YOU ARE *and where you want to be!*

SEPTEMBER 24-26
Thursday through Saturday

Urbanomics: Making Money in a "Trickle Up" Economy

President Obama's American Recovery and Reinvestment Act of 2009 will provide billions of dollars for healthcare, job training, education, housing, energy and scientific research. Through officials from the Obama administration, economists and beneficiaries of the economic stimulus in urban communities, participants will learn how to use their talents, resources, and credentials to improve their economic situation in a "trickle-up" economy.

Thursday, September 24

Walter E. Washington Convention Center

Instant Apprentice Power Luncheon

Emerging leaders will have lunch and sit face-to-face with African-American executives and leaders in business, government, education, sports and nonprofit organizations. During this high-energy event, participants will have access to powerbrokers by becoming their "instant apprentices." Industry leaders will give advice on how to gain a competitive advantage in today's market, tap into one's entrepreneurial spirit, and enhance leadership skills by sharing lessons that have helped them become successful.

Thursday, September 24 | 12:30 P.M. - 2:00 P.M.

Walter E. Washington Convention Center

BPX 1.0: The Renaissance

The Black Party Xperience 1 (BPX 1.0) is the first installment of a soulful fusion of music, art, culture, and performance. Paying homage to the districts of ALC 2009 co-chairs, Reps. Chaka Fattah and Yvette D. Clarke, BPX 1.0 will harness the styles and sounds of Brooklyn and Philadelphia, reminiscent of the roots and conscience of hip hop culture. DJ battles, break dancers, air brush artists and a film projected in the backdrop... Upgrade and reload BPX 1.0!

Thursday, September 24 | 9:00 P.M. - 1:00 A.M.

IOU (I Owe University): Higher Education Funding, the Economic Crisis and the Provisions of the American Recovery and Reinvestment Act of 2009 (Stimulus Act)

The American Recovery and Reinvestment Act of 2009 provides more than \$30 million for college support. The Obama administration has also suggested that federal funding for college be attached to community service. This panel explores trends in college funding and operations, as American society shifts toward fiscal responsibility and service. Experts and students will discuss college access, quality and affordability under current economic conditions. Emerging leaders will learn how to leverage changing economic tides to fund higher education and reduce school-related debt.

Friday, September 25

Walter E. Washington Convention Center

Mind Readers: Mental Health, Wellness, and Self-Help at the Book Pavilion

Mind Readers is the third installment of an annual collaboration between the Emerging Leaders Series and the Renaissance Group. Participants will hear brief presentations and moderated dialogue from experts before sitting face-to-face with authors to receive autographed copies of their life-changing works. Nationally-renowned authors on mental health, wellness, self-help and other health-related topics will share strategies with emerging leaders on developing a healthy outlook on life.

Friday, September 25 | Authors Pavilion, Hall E

Walter E. Washington Convention Center

A Networking Brunch for Young Elected Officials and Policy Professionals

The 2nd Annual Networking Brunch for Young Elected Officials and Policy Professionals will feature: (1) a facilitated discussion where participants will share strategies for civic engagement among emerging leaders after the 2008 presidential election and grooming X-Y generation political leaders; (2) resources from national foundations to arm participants with the knowledge and tools they need to strengthen communities through policy advocacy; and (3) networking activities to harness power through unity.

Saturday, September 26

Walter E. Washington Convention Center

July 13 Registration Discount ends



www.ALC09.org Register Now!

Saturday, SEPTEMBER 26

Prayer Breakfast

For nearly two decades, the Prayer Breakfast has been one of the most well attended and successful events in the nation's capital. Past participants include Reverend Floyd Flake, Bishop T.D. Jakes, Bishop Vashti McKenzie, Bishop Paul Morton, Donnie McClurkin, Yolanda Adams, Blair Underwood and Byron Cage. This year's attendees will receive spirit-filled words of praise delivered by Bishop Richard Franklin Norris, Presiding Bishop of First Episcopal District of the African Methodist Episcopal Church in Philadelphia, Pennsylvania. Don't miss this interfaith celebration of our triumphs as we pray for our future and rejoice in the hope and faith that sustains us.

Doors open at 7:00 A.M.

7:30 A.M. - 10:30 A.M.

Hall D | Walter E. Washington Convention Center



Annual Awards Dinner

The Awards Dinner pays tribute to the legacy and achievements of the members of the CBC and other extraordinary individuals that positively impact the African-American experience. Past recipients include Democratic Presidential Nominee of the United States Sen. Barack Obama, Secretary General of the United Nations Kofi Annan, Massachusetts Governor Deval Patrick, Radio Personality Tom Joyner, American Express CEO Kenneth Chenault, Political Operative Donna Brazile, Actors Ossie Davis and Ruby Dee, and Civil Rights icons Coretta Scott King, Betty Shabazz and Myrtle

7:00 P.M. - 10:00 P.M.

Hall D | Walter E. Washington Convention Center



Preliminary Conference Schedule

Wednesday | SEPTEMBER 23

8:00 A.M. - 7:00 P.M.	Registration/Ticketing
11:00 A.M. - 5:30 P.M.	CPAR Future Focus Series
8:00 P.M. - 10:30 P.M.	CBC Spouses Celebration of Leadership of the Visual and Performing Arts*

Thursday | SEPTEMBER 24

7:00 A.M. - 8:00 P.M.	Registration/Ticketing
7:00 A.M. - 10:30 A.M.	CBC Spouses Community Breakfast
8:30 A.M. - 11:45 A.M.	National Town Hall Meeting
12:00 P.M. - 7:00 P.M.	Exhibit Showcase Grand Opening
12:30 P.M. - 2:30 P.M.	Emerging Leaders Instant Apprentice Power Luncheon †
12:30 P.M. - 2:00 P.M.	Networking Lunch †
1:00 P.M. - 2:30 P.M.	CBC Spouses Essay Contest & Issue Forum
1:00 P.M. - 5:00 P.M.	Issue Forums & Braintrusts/Emerging Leaders Series
7:00 P.M. - 10:00 P.M.	Jazz Forum & Concert
8:00 P.M. - 10:30 P.M.	CBC Chair's Reception (<i>invitation only</i>)
8:00 P.M. - 10:30 P.M.	Gospel Extravaganza
9:00 P.M. - 1:00 A.M.	The Black Party* (BPX 1.0)

Friday | SEPTEMBER 25

8:00 A.M. - 6:00 P.M.	Registration / Ticketing
10:00 A.M. - 6:00 P.M.	Exhibit Showcase
9:00 A.M. - 5:00 P.M.	Issue Forums & Braintrusts
5:00 P.M. - 7:30 P.M.	CBCF Chair's Reception (<i>invitation only</i> <i>all paid registrants receive an invitation</i>)
8:00 P.M. - 10:00 P.M.	Young Leaders Delegate Reception (<i>invitation only</i>)

* Ticketed Event

† Due to space limitations for these sessions, attendees must check the box labeled "Networking Lunch" or "Instant Apprentice Power Lunch" to receive confirmation of registration for these particular sessions. General registration is not a guarantee of registration for these specific events.

Saturday | SEPTEMBER 26

7:00 A.M. - 4:00 P.M.	Registration/Ticketing
7:30 A.M. - 10:00 A.M.	Prayer Breakfast*
9:00 A.M. - 4:00 P.M.	Exhibit Showcase
10:00 A.M. - 3:00 P.M.	Issue Forums/Emerging Leaders Series
5:30 P.M. - 6:30 P.M.	VIP Reception
7:00 P.M. - 10:00 P.M.	Annual Awards Dinner*



Conference Information

THE 2009 ANNUAL LEGISLATIVE CONFERENCE will take place at the Walter E. Washington Convention Center located at 801 Mount Vernon Place, NW, Washington, DC, 20001. For more information about the convention center or directions, please visit www.dcconvention.com.

REGISTRATION categories

(NEW) Discount Registration Rates

When you register during the early bird registration period
Early Bird Discount Ends July 13
Regular Registration Ends Sept. 22 to Sept. 16

Standard Registration Package

(\$75 EARLY / \$100 REGULAR / \$100 ON-SITE)

This package includes:

- Conference Portfolio
- Souvenir Conference Journal
- Invitation to the CBCF Chair's Reception
- Registrant Badge which provides admission to the Issue Forums and Braintrusts, National Town Hall Meeting, Exhibit Showcase, Gospel Extravaganza and Jazz Forum & Concert.
- Networking Lunch (until capacity is reached)

(NEW) Standard Registration with Awards Dinner Ticket Package

(\$600 EARLY / \$675 REGULAR / \$750 ON-SITE)

This package is the Standard Registration package plus:

- Awards Dinner ticket (until capacity is reached)

(NEW) Ultimate Package BEST VALUE!

(\$625 EARLY / \$700 REGULAR / \$800 ON-SITE)

This package is the Standard Registration package plus:

- Awards Dinner ticket (until capacity is reached)
- Prayer Breakfast ticket

Corporate Representative Registration Package

(\$200 EARLY / \$225 REGULAR / \$250 ON-SITE)

This package is the Standard Registration package plus:

- Ticket to the CBC Chair's Reception
- Access to the Corporate Lounge for a relaxing environment to meet, work and connect to the Internet
- Networking Lunch (until capacity is reached)
- Invitation to the CBC Chair's Reception

Senior Registration Package (\$35)

This is a discounted Standard Registration for seniors who are at least 65 years young. Please note that the Networking Lunch is NOT included in the Seniors Registration Package. Seniors wishing to attend the Networking Luncheon must register for the Standard Registration Package (\$100) or purchase on site a Networking Lunch ticket (\$40). To qualify, seniors must present valid identification at registration check-in.

Emerging Leaders Registration Packages

All Emerging Leaders packages consist of the Standard Registration Package (excluding the Networking Lunch) plus:

- Emerging Leaders Portfolio
- Emerging Leaders Empowerment Series Toolkit
- Instant Apprentice Power Luncheon (until capacity is reached)

Emerging Leaders Professional

Registration Package

(\$125 EARLY / \$140 REGULAR / \$150 ON-SITE)

This package is the Emerging Leaders package plus:

- (1) General Admission ticket to The Black Party (BPX 1.0).

Emerging Leaders Student - Basic Package

(\$40 EARLY / \$50 REGULAR / \$50 ON-SITE)

Discounted registration fee offered to students that provide valid student identification at registration check-in. This package does not include a ticket to The Black Party (BPX 1.0).

Register Early for these Limited Capacity Events!

Instant Apprentice Power Luncheon

Registering as an Emerging Leader does not guarantee admission into the Instant Apprentice Power Luncheon. Only individuals that have registered as an Emerging Leader and have checked the box labeled Instant Apprentice Power Luncheon on the registration form will be granted access to this event until capacity is reached.

Networking Lunch

Paid registration alone does not guarantee access to the Networking Lunch. Eligible registrants must also check the box labeled Networking Lunch on the registration form or purchase a ticket for this event. Tickets for this event are available for purchase on site only. Access will be granted until capacity is reached.



Conference Registration & Ticketing

REGISTRATION IS REQUIRED TO RECEIVE ALL OFFICIAL CONFERENCE MATERIALS, including the Souvenir Conference Journal, registration badge and invitation to the CBCF Chair's Reception. A conference badge is required to enter all CBCF non-ticketed events, including the National Town Hall Meeting, Jazz Concert, Gospel Extravaganza and Exhibit Hall Showcase. Many of the Sponsor Packages include conference registrations. Once sponsor payment has been received, you will receive instructions for registering your company representatives. To register additional attendees, please visit www.CBCFinc.org to register online or contact CBCF's Registration Hotline at (866) 861-9136.

HOW TO REGISTER

- 1) Online [fastest way] at www.cbfcinc.org or www.ALC09.org. Online registrations will be accepted through **September 16**.
- 2) Via phone call (866) 861-9136.
- 3) Via fax. Fax your completed form to (703) 549-9137 by September 8, 2009.
- 4) Via mail. Mail your completed form to:
CBCF-ALC Registration
c/o The Tramar Group
212 S. Henry Street, Suite 300
Alexandria VA 22314

To ensure receipt, do not mail registration form after September 8, 2009. Forms postmarked after this date will be charged the higher On-Site Registration Fee.

Methods of Payment

Credit Cards (Visa, MasterCard, and American Express), checks and money orders (made payable to the Congressional Black Caucus Foundation, Inc.) are accepted as payment for ALC sponsorship, registration fees and event tickets.

- All sponsorship payments must be received by CBCF no later than **Monday, July 27, 2009**.
- Online registrations will be accepted through midnight (EST), **Friday, September 18, 2009**.
- No refunds will be granted after 5 p.m. (EST) on **Monday, July 27, 2009**.

Cancellation Policy

Registration cancellation requests must be submitted in writing by **Monday, July 27, 2009** to receive a registration refund.

Cancellations will not be accepted via phone. No refunds will be granted for cancellation requests received by CBCF after 5 p.m. (EST) on **Monday, July 27, 2009**. To ensure proper processing, cancellation requests must be emailed to cbcf@tramargroup.com or faxed to **(703) 549-9137**.

For eligible cancellation requests, CBCF will issue refund checks within 30 days following the conference. Refund checks will be issued for the registration amount less a \$25 processing fee.

Tickets

Tickets purchased by **Friday, August 7, 2009** for event tables will be available to the purchaser beginning **Friday, September 11, 2009**. All other tickets for table purchases will be available for pick up at the Walter E. Washington Convention Center in the Sponsors' Suite beginning at 11:00 a.m. on **Tuesday, September 22, 2009** through 1:00 p.m. **Saturday, September 26, 2009**.

Will Call

Available for Black Party (BPX 1.0), Annual Awards Dinner & Prayer Breakfast tickets

CBCF is happy to provide Will Call Service to Sponsors as a means to have tickets distributed to individual guests. It is important to note the following:

- Sponsor must specify the name of the individual who is to pick up the ticket(s).
- Photo identification is required in order to retrieve tickets from Will Call.
- The Will Call desk is located in the main lobby of the Walter E. Washington Convention Center.
- The Will Call desk will promptly close 60 minutes after the published start time of the program.

Please note that ALC Hotels may also offer Will Call Service. It is important that your guests are specifically notified of the Will Call location for their respective tickets.

To ensure proper processing, cancellation requests must be emailed to cbcf@tramargroup.com or faxed to (703) 549-9137.

Please refer to www.cbfcinc.org or www.ALC09.org for up-to-date information regarding hotel and travel partners.

Register by July 13 to receive the early registration discount!





MIAMI-DADE
METRO-MIAMI ACTION PLAN TRUST (MMAP)

BALLOT
MMAP Vice-Chairperson

July 16, 2009

Per the MMAP Trust By-Laws, Section 4.1.2, "...*There shall be two Vice Chairpersons which shall be elected by a majority vote of the Trust.*"

You are voting for the Two-year term of the MMAP Trust Vice Chairperson.

Check the name of the person you are voting for Vice Chairperson

Marc Douthit

Stephanie Johnson

Natasha Nalls

Barbara Montero

Write In

Marc Douthit

Printed name of the MMAP Trust Member casting ballot.



MIAMI-DADE
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Marc Douthit

~~Stephanie Johnson~~ WITHDRAWN

Natasha Nalls

Barbara Montero

Write In

Printed name of the MMAP Trust Member casting ballot.

ROBERT HOLLAND



MIAMI-DADE
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Natasha Nalls

Barbara Montero

Write In

Barbara Montero

Printed name of the MMAP Trust Member casting ballot.



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~~Stephanye Johnson~~

Natasha Nalls

Barbara Montero

Write In

H. Leigh Toney

Printed name of the MMAP Trust Member casting ballot.



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Marc Douthit

~~Stephanye Johnson~~

Natasha Nalls

Barbara Montero

Write In

Printed name of the MMAP Trust Member casting ballot.

RICHARD KUPER



MIAMI-DADE
METRO-MIAMI ACTION PLAN TRUST (MMAP)

BALLOT
MMAP CHAIR

August 20, 2009

Per the MMAP Trust By-Laws, Section 4.1.1, "...The Trust Chair shall be elected by a majority vote of the Trust. The term of the chairperson shall be two (2) years. The Chairperson shall not serve more than three consecutive terms."

You are voting for the Two-year term of the MMAP Trust Chairperson.

Check the name of the person you are voting for Chairperson

Robert Holland

Write In

Opposed

Barbara Montero

Printed name of the MMAP Trust Member casting ballot.



MIAMI-DADE
METRO-MIAMI ACTION PLAN TRUST (MMAP)

BALLOT
MMAP CHAIR

August 20, 2009

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Check the name of the person you are voting for Chairperson

- Robert Holland
- Write In
- Opposed

Printed name of the MMAP Trust Member casting ballot.

Richard Kuper



MIAMI-DADE
METRO-MIAMI ACTION PLAN TRUST (MMAP)

BALLOT
MMAP CHAIR

August 20, 2009

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Check the name of the person you are voting for Chairperson

Robert Holland

Write In

Opposed

H. Leigh Toney

Printed name of the MMAP Trust Member casting ballot.



MIAMI-DADE
METRO-MIAMI ACTION PLAN TRUST (MMAP)

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August 20, 2009

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Check the name of the person you are voting for Chairperson

Robert Holland

Write In

Opposed

STEPHANNE JOHNSON

Printed name of the MMAP Trust Member casting ballot.



MIAMI-DADE
METRO-MIAMI ACTION PLAN TRUST (MMAP)

BALLOT
MMAP CHAIR

August 20, 2009

Per the MMAP Trust By-Laws, Section 4.1.1, "...The Trust Chair shall be elected by a majority vote of the Trust. The term of the chairperson shall be two (2) years. The Chairperson shall not serve more than three consecutive terms."

You are voting for the Two-year term of the MMAP Trust Chairperson.

Check the name of the person you are voting for Chairperson

Robert Holland

Write In

Opposed

David Chiverton

Printed name of the MMAP Trust Member casting ballot.



MIAMI-DADE
METRO-MIAMI ACTION PLAN TRUST (MMAP)

BALLOT
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August 20, 2009

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Check the name of the person you are voting for Chairperson

Robert Holland

Write In

Opposed

Printed name of the MMAP Trust Member casting ballot.

ROBERT HOLLAND



MIAMI-DADE
METRO-MIAMI ACTION PLAN TRUST (MMAP)

BALLOT
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August 20, 2009

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Check the name of the person you are voting for Chairperson

Robert Holland

Write In

Opposed

Ronald Butler

Printed name of the MMAP Trust Member casting ballot.



MIAMI-DADE
METRO-MIAMI ACTION PLAN TRUST (MMAP)

BALLOT
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August 20, 2009

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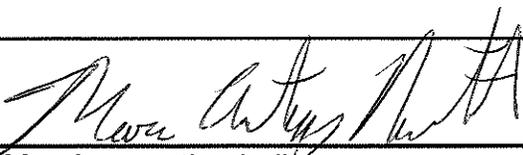
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Check the name of the person you are voting for Chairperson

Robert Holland

Write In

Opposed

MARC DOUTHIT 

Printed name of the MMAP Trust Member casting ballot.



MIAMI-DADE
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BALLOT
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August 20, 2009

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Robert Holland

Write In

Opposed

Richard P. Dunn II
Printed name of the MMAP Trust Member casting ballot.



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METRO-MIAMI ACTION PLAN TRUST (MMAP)

BALLOT
MMAP CHAIR

August 20, 2009

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Robert Holland

Write In

Opposed

Natasha Nalls
Printed name of the MMAP Trust Member casting ballot.



MIAMI-DADE
METRO-MIAMI ACTION PLAN TRUST (MMAP)

BALLOT
MMAP Vice-Chairperson

July 16, 2009

Per the MMAP Trust By-Laws, Section 4.1.2, "...*There shall be two Vice Chairpersons which shall be elected by a majority vote of the Trust.*"

You are voting for the Two-year term of the MMAP Trust Vice Chairperson.

Check the name of the person you are voting for Vice Chairperson

Marc Douthit

Stephanye Johnson

Natasha Nalls

Barbara Montero

Write In

Natasha Nalls

Printed name of the MMAP Trust Member casting ballot.



MIAMI-DADE
METRO-MIAMI ACTION PLAN TRUST (MMAP)

BALLOT
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July 16, 2009

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Check the name of the person you are voting for Vice Chairperson

Marc Douthit

~~Stephenye Johnson~~

Natasha Nalls

Barbara Montero

Write In

[Signature]
Printed name of the MMAP Trust Member casting ballot.



MIAMI-DADE
METRO-MIAMI ACTION PLAN TRUST (MMAP)

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Marc Douthit

Stephanye Johnson

Natasha Nalls

Barbara Montero

Write In

David Chiverton

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Marc Douthit

~~Stephanne Johnson~~

Natasha Nalls

Barbara Montero

Write In

Richard P. Dunn II

Printed name of the MMAP Trust Member casting ballot.



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Marc Douthit

~~Stephanye Johnson~~

Natasha Nalls

Barbara Montero

Write In

STEPHANYE JOHNSON

Printed name of the MMAP Trust Member casting ballot.



METRO-MIAMI ACTION PLAN TRUST

BOARD OF TRUSTEES MEETING

AUGUST 20, 2009

Agenda



MEETING NOTICE

METRO-MIAMI ACTION PLAN TRUST

TRUSTEE BOARD MEETING

DATE: THURSDAY, AUGUST 20, 2009

TIME: 3:30 PM

**LOCATION: BISCAYNE BUILDING
MAIN CONFERENCE ROOM
19 WEST FLAGLER STREET – SUITE M-106
MIAMI, FLORIDA 33130**



**METRO-MIAMI ACTION PLAN TRUST
BOARD MEETING
AUGUST 20, 2009
AGENDA**

Page

Roll Call

DISCLOSURE OF CONFLICTS OF INTEREST

QUERY FOR EARLY DEPARTURES

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III. Schedule Next Meeting

Adjournment

INTERIM BOARD MINUTES

JANUARY 28, 2009

OFFICIAL MINUTES
INTERIM METRO-MIAMI ACTION PLAN TRUST
MEETING OF JANUARY 28, 2009

The Interim Metro-Miami Action Plan Trust (MMAP) convened a meeting at the Office of MMAP Trust Board Room, 19 West Flagler Street, Mezzanine Room #106, on January 28, 2009 at 11:00 a.m., there being present: Members: Chairperson Robert Holland, Esq.; Vice Chair Reverend Dr. Walter Richardson; and Mr. Miguel De Grandy, Esq.; (Father Canon Richard Marquess-Barry and Reverend Richard Dunn were absent).

MOMENT OF SILENCE

I. Roll Call

Staff members present were: Interim Executive Director John Dixon, Ms. Melba Gasque, Mr. Jose Gonzalez, Dr. Pamela Green, Ms. Joanne Hicks, Mr. Eric Johnson, Mr. Anthony Williams, Mr. Harold Young; Assistant County Attorney Modanna Dashtaki; Ms. Tracie Auguste, Mayor's Office; Mr. H. T. Smith Esq., Chair of MMAP Oversight Review Board; and Deputy Clerk Karen Leonard.

II. MMAP Trust Plan Economic Development Projects

Chairperson Holland explained that the Interim Trust members would review the audit report by sections and continue to address the concerns at hand. He noted that the Interim Trust had made recommendations regarding the MMAP Housing Assistance Program (HAP) addressing issues concerning servicing and delayed payment on loans. Chairperson Holland added that MMAP's Teen Court program was also reviewed in the last MMAP meeting and commended that program as one of the best in the County.

Chairperson Holland noted that due to many issues indicated in the audit report, the Interim Trust members wanted to dedicate a meeting to focusing on economic development projects. He indicated he wanted MMAP staff to respond to the audit report by making recommended improvements.

In response to Mr. Smith's inquiry regarding a housing issue concerning the amount of money allocated to homebuyers, Chairperson Holland noted that the issue was related to the lottery program and occurred one time.

In terms of marketing, Mr. Dixon noted he was reviewing the draft invite letter for the Mayor and leaders in areas in which Teen Court would hold its session, as directed by the Interim Trust.

Mr. Dixon noted the purpose of the economic development project and MMAP's mission was to address disparity in the Black community. He mentioned the various communities throughout Miami-Dade County.

Mr. Dixon gave a brief update of MMAP's historical efforts to assist small Black owned businesses with a secured funding from the 8% occupational license surtax dollars (OLS) through the Beacon Council. He explained the process by which MMAP's Community and

discussing it.

Responding to Chairperson Holland, Mr. Dixon noted that the grant for MLK Academy was not within the confines of the contract.

- **TECO Plant**

Mr. Dixon gave a brief update regarding the TECO Plant that serviced large facilities in the downtown area of Miami-Dade, like the Miami Arena. It was initiated by the Overtown Civic organization and the County to use money generated from cooling plant services for redevelopment purposes in the Overtown area, he noted. Mr. Dixon added that Florida International University (FIU) was asked to do a disparity study that was funded through the OLS.

Additionally, Mr. Dixon noted that the County did not purchase TECO Plant and was still in the process of assessment, but had taken no further action.

Discussion ensued regarding the purpose of this project being to increase housing.

Chairperson Holland recommended that MMAP staff create a letter reporting MMAP's successful projects to hopefully stop any request to repay grants that were identified in noncompliance concerning economic development and ask for forgiveness of those monies.

Mr. Dixon noted MMAP only had access to the General Revenue Funds that totaled \$330,000, which was not enough money to cover the years of issues that had been addressed.

Discussion ensued regarding the structure of that letter requesting forgiveness for improper use of funding because the individuals who made those decisions were no longer with MMAP.

It was moved by Mr. De Grandy that MMAP staff create a letter requesting that improper use of funding in the past as indicated in the audit report be forgiven or waived. This motion was seconded by Reverend Richardson and upon being put to a vote, passed by a unanimous vote of those members present.

Mr. Dixon noted he felt that MMAP staff had several items regarding loans which needed approval by the Trust, but after reviewing the audit report, MMAP should have a Request for Proposal (RFP) process to properly allocate funding. He also noted that he felt MMAP needed a team of professionals in that targeted area that would review the RFP's to determine which organization could receive funding. Mr. Dixon added that this would provide a process and a track record to eliminate some of the past challenges.

Discussion ensued regarding the process to determine the allocation and track records of loans for new homebuyers.

Mr. Smith noted there should be restrictions that determined whether there was a conflict of interest.

Discussion ensued regarding past situations that were not addressed as a conflict of interest, but

Economic Development Action Committee (CEDAC) would meet monthly with businesses to get their input and proposals requesting funding. He noted the proposals ranged from \$50,000 to \$200,000 and were based on their cost of operation. Mr. Dixon further noted the CEDAC determined which proposals had merit and then presented them to the Trust, which would decide whether or not funding would go to those businesses.

- **Florida Memorial University Entrepreneurial Center**

Mr. Dixon reviewed the audit report regarding MMAP assisting Florida Memorial University Entrepreneurial Center (FMUEC) with funding from the 8% occupational license surtax (OLS) dollars to sustain their operations, including that of a mobile truck used to provide community services, and to sustain salaries. He noted that the agreement between the Beacon Council and MMAP was to provide funding solely for marketing, promotion, and advertising, but the Trust members felt it was appropriate to provide the businesses with the capital they needed. Mr. Dixon also noted a Request for Proposal (RFP) was not part of the process.

Mr. Dixon continued reviewing the audit report regarding the issues concerning the final report from FMUEC, which he noted did not adequately support their actions.

Following further discussion, Mr. Dixon noted that the audit report indicated a more detailed report was needed to explain the outcomes of those businesses that were assisted, but MMAP staff could only provide a list of participants. He added that FMUEC was involved with several colleges, including the University of Miami and Barry University.

Mr. Dixon noted FMUEC did not receive any funding from MMAP after 2006 because the OLS was put into the Office of Community Economic and Development's (OCED) escrow in the last quarter of 2006.

Discussion ensued regarding OLS dollars that were returned to the Beacon Council as well as the funds from the last quarter of 2006.

- **Miami Dade Chamber**

Mr. Dixon noted the audit report indicated issues regarding MMAP's allocated funding that totaled \$75,000 to the Miami Dade Chamber to host forums, workshops on writing business plans, mentoring programs, etc. He noted that detailed monthly reports were submitted; however, the audit report indicated if adequate documentation could not be obtained to substantiate accomplishments, then the monies needed to be returned to the County. Mr. Dixon noted that he disagreed with the Audit and Management Services' (AMS) recommendations because MMAP provided all the information and it was reviewed by AMS. He further noted that MMAP staff responded that this was the best documentation in the program.

- **Carrie Meek Foundation**

Mr. Dixon noted that the Carrie Meek Foundation project was before his tenure; but after researching the project, his findings indicated the purpose was to support a housing project. He also noted after several meetings with a representative of the Carrie Meek Foundation, there was inadequate documentation to substantiate what happened with the monies spent on the project.

Discussion ensued regarding the transactions that took place with the Carrie Meek Foundation

project and the fact that there was a change of directors.

- **MMAP Foundation**

Discussion ensued regarding another project under the MMAP Foundation, and an intended joint venture development project with proceeds that would have benefited MMAP, but was no longer in operation.

Ms. Hicks noted the MMAP Foundation did not have a formal structure and nothing was documented nor were items voted on. She also noted she had no other details, except that the project dissolved.

Mr. Dixon added that five (5) month ago he requested a full overview from a representative of the MMAP Foundation, but he only received some drawings of a project called Villas of Patricia.

- **Karym Ventures**

Mr. Dixon reviewed the Karym Ventures project that requested funding from MMAP in the amount of \$75,000 in order to renovate three rental apartments and develop a spa and a restaurant. After completing the project there was an issue regarding the ownership of the property and what resources were used, he noted. Mr. Dixon also noted that after several requests, MMAP received a report on how the money was spent. He further noted the issue regarding whether this project was funded through OLS, and if it was, that it should have been for advertising, promotion, and marketing.

Mr. H.T. Smith reminded the Interim Trust that this project was currently under criminal investigation by the State Attorney's Office.

Discussion ensued regarding other projects that were assisted by MMAP and was completed.

- **Opa Locka Flight Line**

Mr. Dixon gave an overview of the Opa Locka Flight Line project, which was the only African American fueling company in the Southeast region. He noted this project initially requested a loan that totaled \$50,000 and later requested another \$50,000, which MMAP provided from the OLS; however, once the additional money was approved, the contract was amended to indicate that funding had to be used for marketing, advertising, and promotions. Mr. Dixon noted that all documents were submitted.

Discussion ensued regarding the Trust's decision to give a grant to the Opa Locka Flight Line project when they initially requested a loan.

Mr. Dixon noted that in some cases the Executive Director suggested monies be provided for projects as loans rather than grants, but the Trust decided not to do this.

Chairperson Holland concurred with Mr. Dixon and noted that during his term on the Trust he experienced a similar situation and he questioned why the Trust gave a grant rather than a loan.

Mr. Dixon reported that the Opa Locka Flight Line project was still in operation and doing well.

In response to Mr. De Grandy's question regarding MMAP staff's response to the audit report that indicated money should be recaptured on each of these projects because of noncompliance with the Beacon Council's terms of agreement, Mr. Dixon noted MMAP did not have the money to make a repayment. He explained that the OLS was terminated as a resource for MMAP and was given back to the Beacon Council in addition to the money held in escrow in the last quarter of 2006.

Discussion ensued regarding the urban initiative that now functioned under the Beacon Council.

Discussion ensued further regarding whether or not the County expected that money to be repaid and how would the Trust address this issue.

Discussion also ensued regarding concerns that the report did not include MMAP's full response to the audit and did include some issues which were cleared by the Ethics Committee.

Chairperson Holland noted the General Revenue Funds totaling \$330,000 that was provided to MMAP would not cover the economic development projects in any community and staff's salaries. He pointed out that some viable businesses created were consistent with the economic development program.

Following further discussion, Mr. Smith noted that Commissioner Edmonson, who sponsored MMAP, had clearly indicated she wanted the agency in some form to continue, to be vibrant, to be sufficiently funded, and to be refocused. He suggested the Interim Trust members get a clear understanding of the cases that were in noncompliance and documented in the audit report and whether the cases were forgiven, waived, etc., in order for MMAP to move forward without any repercussions.

Chairperson Holland noted the purpose of reviewing the audit report was to have MMAP's staff identify the projects that were done well and to identify the projects that needed improvement.

In response to Mr. De Grandy's inquiry regarding funding resources and restrictions, Mr. Dixon noted funding came from General Revenue Funding and the \$330,000 was to replace the 8% occupational license surtax (OLS). He added that this funding was not a dedicated source of income, but it replaced the economic development dollars, which had restricted usage.

Responding to Mr. De Grandy, Mr. Dixon noted that the use of the \$330,000 funding would be based on the policy of the Trust.

- **Commercial Banking Group at Miami-Dade Vicinity**

Mr. Dixon gave a brief update of the Commercial Banking Group at Miami-Dade Vicinity project, and noted participants were allowed certain banking privileges. He added that MMAP allocated funding that totaled \$25,000 from the OLS to support their efforts to reach out to the community regarding economic development and assist small businesses.

- **MLK Academy**

Mr. Dixon continued to review the audit report and referred to page 29 regarding MLK Academy, noting this project was under criminal investigation and he was not comfortable

later appeared to be one.

In response to Chairperson Holland's inquiry regarding whether restrictions with the County concerning economic development were similar to the opinion from the County Attorney's Office, Mr. Dixon pointed out that the opinion from the County Attorney's Office noted that the funding had to be used for economic development activities.

In terms of a better investment in dollars, Mr. De Grandy noted the impact of assisting people with loans, credit, and a place to have a viable business with a business plan.

Mr. De Grandy recommended that the Trust create a defined plan of guidelines for the distribution of money related to economic development, which may require business plan, etc.

Mr. De Grandy recommended involving the community by allowing volunteers to screen candidates' applications; however, the majority of that money be allocated for specific business loans that met requirements and had potential to re-circulate that money.

In response to Reverend Richardson's question regarding whether that action would be too aggressive for the Interim Trust, Mr. De Grandy noted that he believed funding for economic development from the General Fund should not be used until the Trust created a plan that included the foregoing procedures.

Mr. Smith agreed with the Interim Trust members and noted the importance of this type of decision because procedures, structure, focus, etc. needed to be clarified before action took place.

It was moved by Mr. De Grandy that MMAP staff would not allocate funds regarding economic development until procedures, structure, and focus were clarified by the Trust. This motion was seconded by Reverend Richardson and upon being put to a vote, passed by a unanimous vote of those members present.

- **Economic Development Grant (EDI)**

Mr. Dixon continued to give an update on an Economic Development Initiative (EDI) grant which was given to MMAP in 2004 as an initiative to redevelop the Overtown area. Mr. Dixon explained that several smaller businesses were grouped into one project. He noted that one of the business owners was under criminal investigation by the Inspector General's Office.

In response to Chairperson Holland's inquiry as to whether the grants were awarded under specific conditions to ensure participants stayed in compliance with the contract, Mr. Dixon explained the process.

Ms. Hicks noted procedures were included in the contract, but monitoring cases needed to be strengthened as an agency. She also noted that MMAP always had a process, but there was a need to enforce implementation. Ms. Hicks also noted her tenure with MMAP of 26 years and the many efforts in trying to make the process work.

Discussion ensued regarding efforts made by MMAP staff regarding investigation and background checks.

Ms. Hicks noted that investigating background checks and the principals for those projects was not always part of the process, but had now been recommended and was put in place.

Mr. Dixon pointed out the need to monitor these projects by performing field investigations. He added that businesses should not be awarded the full grant, but it should be divided into increments and funded based on its progress that reflected in monthly invoices, and progress reports.

Ms. Hicks noted for the record that since her tenure ended, MMAP had different procedures in terms of disbursement, which included giving the initial 1/3 of the allocation to the participant and submitting documents prior to the second allocation.

Discussion ensued regarding the need to adjust the basic terms used in this process that had awarded start-up money to small businesses due to different circumstances.

Mr. De Grandy noted the requirements needed to be based on a business plan that justified the disbursement of monies.

Discussion ensued further regarding the Trust's decision regarding turning past loans into grants and then the need to monitor projects to ensure the business's viability.

Mr. De Grandy noted that contracts needed to indicate whether the loan would be deferred rather than changed into a grant. He added that he was not adverse to restructuring or deferring loans for a period of time based on that business's demonstrated efforts.

Mr. Smith noted there would be a certain amount of failure in every business, but no situation should exist that would enable prosecutors to claim businesses received loans that were not in operation at that time. He also noted this would require a minimal of due diligence before disbursing money.

Mr. Dixon encouraged the Interim Trust members to consider becoming a part of the MMAP Trust and apply for membership.

III. MMAP/OCED Homeowner Program Servicing Agreement Draft

Mr. Dixon provided a copy of the homeowner program servicing agreement draft between MMAP and the Office of Community Economic Development (OCED). He noted that MMAP staff, directed by the Interim Trust, was to identify how they could work with OCED to develop a tracking system for first time homebuyers. Mr. Dixon further noted that OCED had a small servicing department, but after meeting with its staff, he felt they could handle the number of MMAP's housing projects.

Ms. Hicks added that MMAP's staff met with OCED last week to discuss a monitoring system for post closings and to ensure that properties were occupied for a minimum of ten (10) years. She noted the monitoring process performed by OCED included contacting homebuyers to ensure they were in compliance with the deferred loans. She further noted that the servicing of MMAP's housing loans would be easy for OCED's servicing department to perform.

Chairperson Holland pointed out that the audit report indicated there were issues regarding the process used by MMAP to monitor loans over a period of time. He noted that the Interim Trust members recommended that MMAP staff continue to work the front end of getting mortgage loans in order to increase homeownership in impoverished areas, but with limited staff, MMAP should negotiate an agreement with OCED to allow them to provide monitoring services.

Ms. Hicks noted that MMAP staff would meet with OCED to negotiate this contract and move forward, but the approval of the Interim MMAP was needed.

In response to Mr. De Grandy's inquiry as to whether loans were given to improve property, Ms. Hicks noted that MMAP only provided loans for down payment and closing cost that would total \$7,500 for first time homebuyers.

Mr. Dixon noted in order to improve the process, monies were obtained through documentary surtax dollars of commercial properties; however, that money decreased due to the down turn in the economy.

Discussion ensued regarding when MMAP staff would meet with OCED to finalize the agreement that would be contingent upon approval from the Interim Trust.

Responding to Mr. De Grandy's question as to whether MMAP the County had program that would assist homeowners who had mortgages in default, Mr. Johnson noted that Miami-Dade County would receive funding that totaled \$62 million by the FHA/HUD Bailout Program to operate through OCED to set up assistant programs related to foreclosures. He noted two different pools of money provided; one was for homeowners that resided in homes that were in foreclosure; the second was for first time homebuyers.

Discussion ensued regarding foreclosure prevention programs provided by the County and the difficult decision to disburse that money since homes were being lost countywide.

Discussion ensued further regarding the County's efforts to coordinate with Cities that received entitlement money.

Chairperson Holland noted there was a document or template that outlined a breakdown of the Community Development Block Grant (CDBG) dollars being distributed to the County and various Cities.

Mr. Johnson noted CDBG had restrictions on what those dollars could be used for and money that could be used to assist with foreclosures.

In terms of funds used by MMAP to assist first time homebuyers, Chairperson Holland asked whether staff submitted a proposal that would serve as a conduit to receive assistance for foreclosures.

Mr. Johnson noted MMAP staff had an initial discussion concerning foreclosures, but due to the transition of directors in OCED, further discussion was delayed and a meeting had to be

scheduled.

Ms. Hicks noted that the intent was to use a portion of the allocated \$62 million for first time homebuyers to buy homes that were in foreclosure, and MMAP could provide second mortgages help for first time homebuyers to purchase those homes.

Mr. Dixon added that in terms of policy, it was MMAP staff's position by approval of the Trust that through the Housing Action Committee, they would meet with OCED in addition to being the agency in the forefront to implement initiatives regarding foreclosures in the underserved areas. He added that the former Trust would not support that type of activity.

Chairperson Holland recommended that the Interim Executive Director draft a proposal, using the correct terms, requesting that MMAP be instrumental in accessing some of those funds for the purpose of first time homebuyers purchasing foreclosures. He noted if this letter was submitted, then the Interim Trust could better circulate the information to the MMAP Oversight Board. He thanked Mr. Smith, Chairman of the MMAP Oversight Board, and noted that this group would also have a part in influencing the County agencies and County Manager to ensure this took place by using whatever resources were received.

Mr. De Grandy expressed concern that temporary assistance be provided to first time homebuyers in those underserved areas to keep them in their homes and help them obtain the low rate. He added that people staying in their homes were likely to be individuals who had already purchased and were living in their homes for a certain period of time.

Chairperson Holland recommended MMAP staff look at By-Laws to identify whether this type of program was feasible with the current funding and if not, how MMAP could access funding and implement that program.

Mr. Johnson noted that surtax dollars could not be used for that purpose, but funding would have to be allocated from foreclosure dollars.

Discussion ensued regarding the draft proposal to be submitted by the Interim Executive Director addressing the community and the cost effective system that would identify individuals who needed assistance.

Discussion ensued further regarding the \$62 million would be used to prevent foreclosures and submitting to the Board for consideration this month the plan to implement the process of being a part of allocating that money.

Following discussion, Mr. Dixon noted he would prepare a draft letter for tomorrow.

Mr. Johnson noted MMAP staff had a meeting regarding Sailboat Cove project with the first mortgage lender and closing agent.

Chairperson Holland noted that the letter would be a request for consideration by the Board in hopes that the MMAP Oversight Review Board that MMAP would be a part of that process for assisting individuals who were in foreclosures.

Mr. H.T. Smith noted that MMAP did not need the approval from the MMAP Oversight Review Board (ORB), but the Interim Trust had authority as the new Trust. He also noted ORB's willingness to give direction and support publicly, but also noted that he did not want MMAP staff waiting for another ORB meeting to occur before moving forward.

Chairperson Holland noted that Interim MMAP wanted to work in line with MMAP Oversight Review Board during the 90 days to ensure MMAP was heading in the right direction. He noted that this pool of money could affect the communities that were targeted by MMAP and he wanted to send a message to the County Commission to help that community be a part of the process.

Mr. Smith provided an update of the last Oversight Review Board and he noted several presentations were given by former MMAP directors and leaders. He also noted that the question remained as to whether MMAP should continue to service programs or solely be an advocacy organization. Mr. Smith added that the ORB had not made a decision nor made recommendations and that he wanted to attend this meeting in order to get valued input on this issue. He also added that it was important to have a representative from the Interim MMAP Trust attend the ORB meetings as well.

IV. Next Meeting

Following discussion, Chairperson Holland announced the next Interim Trust meeting would be held on February 11, 2009 at 4:00 p.m.

Adjournment

Hearing no further business, the Interim Trust adjourned the meeting at 1:06 p.m.

Robert Holland., Chairperson
Interim Metro Miami Action Plan Trust

INTERIM BOARD MINUTES

FEBRUARY 11, 2009

OFFICIAL MINUTES
INTERIM METRO-MIAMI ACTION PLAN TRUST
MEETING OF FEBRUARY 11, 2009

The Interim Metro-Miami Action Plan Trust (MMAP) convened a meeting at the Office of MMAP Trust Board Room, 19 West Flagler Street, Mezzanine Room #106, on February 11, 2009 at 4:00 p.m., there being present: Members: Chairperson Robert Holland, Esq.; Father Canon Richard Marquess-Barry; Reverend Richard Dunn; and Mr. Miguel De Grandy, Esq. was late. (Vice Chair Reverend Dr. Walter Richardson was absent).

MOMENT OF SILENCE

I. Roll Call

Staff members present were: Interim Executive Director John Dixon, Ms. Melba Gasque, Mr. Jose Gonzalez, Dr. Pamela Green, Ms. Joanne Hicks, Mr. Eric Johnson, Mr. Anthony Williams, Mr. Harold Young; Assistant County Attorney Terrence Smith; and Deputy Clerk Karen Harrison.

II. MMAP Trust Plan Trust Chairman's Audit Review Response

Chairperson Holland requested that MMAP staff give a brief overview of the Over Town Revitalization Grant, MMAP Administration, in addition to the memorandum regarding Mr. Robert Word, a grant recipient that was arrested for alleged organized scheme to defraud.

Regarding the Over Town Revitalization Grant, Mr. Dixon gave a brief overview regarding the economic development investment grant which totaled \$500,000 to assist in revitalizing businesses. He referred to the handout of MMAP staff's response to the audit report.

• **BCJ Development L.L.C.**

Mr. Dixon gave a brief overview of the issue concerning the investigation done by the Office of the Inspector General (OIG) regarding a \$175,000 grant that was awarded by MMAP to Mr. Robert Word who posed as a managing member of BCJ Development, L.L.C. He reviewed OIG's findings from the memorandum dated February 11, 2009 from Christopher Mazzella, Inspector General. Mr. Word was arrested for misuse of funds and was under criminal investigation. Mr. Dixon pointed out that the initial response from MMAP was submitted to Audit Management. He explained that MMAP staff requested OIG to investigate this case due to no activity after most of the money had been allocated through the Trust.

In response to Mr. De Grandy's question regarding the type of documents that were presented by Mr. Wood, Mr. Williams noted Mr. Word presented a proposal with documents indicating he was an owner of BCJ Development, L.L.C. to MMAP's Evaluation Selection Committee (ESC) and the Trust. He noted that Mr. Word initially requested \$500,000, but the ESC decided to divide the money between four (4) of the twelve (12) proposals from the Request for Proposal (RFP).

In response to Chairperson Holland's question regarding whether the \$175,000 was considered a low interest loan, Mr. Simmons noted that the money was recommended to be made as low

interest loans, but after a candidate withdrew their proposal, the Trust decided not.

Discussion ensued regarding the loan documents that were converted to grants and the process used in deciding which candidates would receive the grants.

- **Scalla Construction**

Mr. Dixon gave a brief overview regarding the grant that was allocated by MMAP to Scalla Construction that totaled \$175,000, which was initially a loan for the owner to engineer hurricane windows.

Discussion ensued regarding the issues Scalla Construction faced in business, which included: being under capitalized, the lack of major storms, and low demand for the hurricane windows.

In response to Mr. De Grandy's inquiry as to whether the purpose of the grant was to defray the cost of engineering, or economic development that was helping to start that business, Mr. Simmons noted the business was already operating. He noted the grant was to assist in the required testing and approval of the product in order to receive the \$52,000 portion of the grant and the additional monies would be granted based on the test results.

Mr. Simmons noted the initial grant that totaled \$175,000 was to assist Scalla Construction in finding a location for the actual fabrication.

Responding to Mr. De Grandy's question whether MMAP's response to the audit report indicated that in the future, funding would be allocated as loans, Mr. Simmons noted that MMAP practiced giving 33% of the grant upfront, and once expenses were shown by way of invoices and cancelled checks, additional money was given. He further explained the process MMAP used to allocate funds to Scalla Construction and he noted that the remaining portion of the grant was allocated to Scalla Construction as time to use the money became an issue.

- **Black Archives**

Mr. Dixon presented a brief overview of Black Archives and noted a grant for \$100,000 was provided to help support the construction of the Lyric Theatre. He also noted that the issue was regarding the fact that the budget was modified, but in his discussions it was noted that the Trust had not approved the changes, which was reported by Audit Management.

Mr. Williams noted the purpose of the grant was to build a coffee shop and visitor's center. He further noted that the Black Archives project received other funding for construction, which called for the grant to be modified so that the money from MMAP could be used to assist administration issues.

- **Two Guys Restaurant**

Mr. Dixon noted the grant for the Two Guys Restaurant totaled \$50,000 that would help to acquire a building, but the owner died. He also noted there were issues regarding the business's cash flow.

Mr. Williams added that the owner wanted to relocate to an area in Over Town and had provided the required documents. He also added that MMAP provided 66% of the expenditures prior to

the owner dying. Mr. Williams spoke about the history of Two Guys Restaurant and equipment improvements that were made using earlier grants. He pointed out that the business was still in operation.

Discussion ensued regarding the issue of finding documents that justified some of the owner's expenditures and how MMAP worked with him by creating an affidavit to record his expenses.

Discussion further ensued regarding the initial idea that the grant was suppose to be a loan, but the Trust decided to give the grant as requested by the business due to its successful track record.

Mr. De Grandy noted he felt that grants verses loans for not-for-profit businesses should be different from for-profit businesses and that MMAP should give loans to enterprises that were for-profit, but a different method may be needed for not-for profit businesses in certain cases.

Chairperson Holland expressed concern regarding the list of issues identified at the MMAP Oversight Review Board meeting and he noted that he wanted to add them on today's agenda. He noted one issue was regarding MMAP's economic development program, in terms of allocating money, and tracking the use of that money.

Chairperson Holland requested MMAP's staff to provide input identifying ways to make the economic development program work successfully and identify tools that would be needed. He noted that perhaps this program had a similar deficiency in monitoring those cases from the backend like the MMAP Housing Assistance Program. He emphasized the need to resolve this issue using a backup system with the County, or to request additional funding.

Mr. Williams pointed out the need for more funding was an issue and after he spoke with the OIG, he felt they were capable of reviewing and investigating people, which MMAP staff didn't have access to on the front end, and would eliminate some of these issues in the process.

Discussion ensued regarding past issues on grant money that was allocated by MMAP.

For the purpose of moving forward, Chairperson Holland noted the importance of pointing out successful projects that was supported by MMAP, as well as identifying areas that had issues and how to improve them, specifically economic development initiatives under MMAP with additional funding. He added that this would educate the community.

Reverend Dunn recommended that MMAP staff respond to the memorandum from OIG regarding BCJ L.L.C. clarifying that MMAP requested OIG to investigation this case

Discussion ensued regarding the need to determine a process on how to address these past issues, which included: Request for Proposals (RFP); professionals screening applicants; the monitoring process; and the process in allocating funds.

Mr. Simmons explained that the monitoring process taken to locate Mr. Robert Word, of BCJ L.L.C, regarding the allegations of defraud, included MMAP staff contacting the OIG as stated in the terms of the contract. He noted that this information was not explained in the article.

Mr. De Grandy agreed with Reverend Dunn that MMAP's staff should respond within forty-eight (48) hours to the media with a complete explanation of the process and that OIG's actions were pursuant to the notice from MMAP.

Discussion ensued regarding the Interim Executive Director writing a one (1) page release memorandum that would respond to this article and copied to the Mayor, the Board of County Commissioners as well as other media outlets.

Chairperson Holland noted the process that MMAP staff took should be included in the responding memorandum.

Discussion further ensued regarding the structure of the memorandum to include that MMAP's staff attempted to proceed with the monitoring process before timely referring the case to OIG.

Chairperson Holland directed MMAP's staff to make a presentation from the various divisions at the next Interim MMAP meeting on how to improve the process and operation of their positions.

Discussion ensued regarding how grants should be allocated after business performances were monitored and documents were presented.

Following the discussion, Chairperson Holland noted there were several grants awarded to neighborhood organizations were for the purpose related to MMAP administration. He added that consulting, and lobbying services at the State and Federal level was for the purpose of identifying dedicated sources of funding for MMAP's mission and at that time legislation composition had changed and MMAP was not the focus. Chairperson Holland also added that legislative consulting service had also tried to ensure that MMAP continued receiving Teen Court funding.

In response to Mr. De Grandy's question regarding the status of the lobbying group, Mr. Dixon noted the contract ended December 31, 2008. He agreed with Chairperson Holland's comments specifically regarding funding received for Teen Court.

Discussion ensued regarding the length of time and the projects during the past six (6) years that involved consultants and representatives from the State.

Mr. Dixon requested to meet with Chairperson Holland regarding MMAP's current budget and to put it on the next Interim MMAP agenda. He noted that MMAP staff met with the County Budget Department and the consulting fees as well as using services outside of the County were in question.

Mr. De Grandy noted that he was not in favor of justifying allocating money for outside lobbyists due to this organization's and that the budget that was tied to the County. He noted the need for a strong recommendation to go to the County Commissioners with specific instructions to the lobbying teams regarding MMAP, both in State and Federal level.

Chairperson Holland read MMAP staff's concerns as a small organization and issues that related to funding. He pointed out the only additional funding besides Teen Court was the grant money

that came from the federal level, which was the Over Town economic development (EDI) grant. Chairperson Holland noted the question in moving forward would be the type of initiative that would leverage MMAP at a State and Federal level and how would it be implemented.

Mr. De Grandy noted he wanted his concerns to be made clear and he felt there were ways to get the County lobbyist teams to make an impact and that the County Commissioners could support MMAP by creating a resolution that designated a lobbyist or consultant for those issues. He also noted he felt that the same method used by the County to address those issues by its lobbying team should include a key person that would be obligated to work on the issues of MMAP once approved by the County Commissioners. Mr. De Grandy noted that this was not the time to spend money on a lobbyist.

Following the discussion, Chairperson Holland noted that he felt MMAP needed to address bigger issues other than support festivities, which was done for the purpose of marketing MMAP. He also noted new Trust members needed to look at policies regarding who should be supported and to ensure events were related to advocacy and beneficial to the mission of MMAP.

Discussion ensued regarding a part of MMAP's policy being based on regulations from the County's Finance Department.

Chairperson Holland requested the Interim Trust members to make some recommendations regarding the direction of MMAP's policies.

Additionally, Chairperson Holland noted that he and Father Barry attended the last Oversight Board meeting, which he presented an update on the status of the Interim Trust.

Chairperson Holland requested that MMAP staff present the pros and cons to the Interim Trust regarding whether MMAP was sufficient in doing certain programs and whether advocacy could be done. He also requested MMAP staff to address items (2-5) that were discussed in the Oversight Board meeting as follows:

1. Determine whether or not MMAP Agency would continue with the same name and did the name have a positive impact on the community?
2. Should MMAP's structure be programmatic, or advocacy, or both?
3. What would it cost financially to implement either program or both successfully?
4. Outline resources that would be needed to implement the program and justify the cost.
5. Provide measurable benchmarks that were related to MMAP's various programs and its success.
6. Identify the roll of the Trust.

Chairperson Holland noted that the Interim Trust members would address the foregoing items 1 and 6.

Chairperson Holland requested MMAP's staff to provide as many of those reports to the Interim MMAP members before the next meeting so they could have competent questions when they met again.

It was moved by Mr. De Grandy that MMAP's staff provide reports regarding items (2-5), which included policies and a list of suggested names for the MMAP Agency before the next Interim MMAP meeting. This motion was seconded by Father Barry and upon being put to a vote, passed by a unanimous vote of those members present.

Assistant County Attorney Terrence Smith advised the Interim Trust members that the Miami Herald newspaper had already published an article with a heading that stated the Miami-Dade Office of Inspector General (OIG) blasted a local government agency

Discussion ensued regarding how MMAP would respond to the newspaper article.

III. Next Meeting

Following discussion, Chairperson Holland announced that the next Interim MMAP meeting would be held on Wednesday, February 25, 2009 at 4:00 p.m.

Non- Agenda Items

In response to Chairperson Holland's question regarding new business, Mr. Dixon noted MMAP staff had already met with the County Budget Department and that they needed to inform the Interim Trust members of the results. He also noted that the information would be faxed or emailed to the members prior to the next meeting.

Mr. Simmons requested that the December 30, 2008 Interim MMAP meeting minutes be provided to the Trust members so the minutes could be reviewed and put on the agenda for approval by the next meeting. He added that the Sunset Review was approved in that meeting and once the minutes were approved the document could be forwarded.

Mr. Dixon informed the Interim Trust members that the Oversight Board members met yesterday and they discussed the timeframe of this process.

Following Mr. Dixon's comment, Assistant County Attorney Smith noted that the Oversight Board requested an additional sixty (60) days extension and the approval of the resolution that was prepared yesterday. He added that the nominating council members were presently in a screening process reviewing the thirty-six (36) applications followed by a schedule of interviews. Assistant County Attorney Smith continued to explain the process that included a recommendation that would go before the Board of County Commissioners as a resolution.

Assistant County Attorney Smith explained that the term of the Interim Trust members that were suppose to be ninety (90) days. He noted the other option would be for the nominating council to go through their process and submit their recommendations.

Mr. De Grandy asked the County Attorney's Office to advise the Interim Trust members regarding the timeframe.

Assistant County Attorney Smith noted that the change would be documented in a resolution and the only time change that was indicated was related to the Oversight Review Board.

Assistant County Attorney Smith noted that he would convey to the nominating council

members to continue with their recommendations within the ninety (90) day period.

Mr. De Grandy noted he did not oppose to serving on the MMAP Interim Trust longer than the initial (90) days, but permanent Trust members needed to be appointed as soon as possible, which would be beneficial to the organization.

Discussion ensued regarding contacting Commissioner Edmonson concerning the resolution to extend the time of the Interim Trust for thirty (30) days.

Assistant County Attorney Smith explained that the resolution that extended from the Oversight Review Board was still pending to be put on the County Commission agenda. He noted that the Interim Trust needed to convey to Commissioner Edmonson that in view of the Oversight Review Board's request for an extension, that the Interim Trust members wanted to also request an additional thirty days of serving on the Trust. This request would allow the changes to be done under one (1) resolution. Assistant County Attorney Smith noted that he would inform Commissioner Edmonson that upon her agreement, of the Trust's decision.

Chairperson Holland spoke on what he anticipated would happen in the next Interim Trust meeting, which would consist of several presentations with a follow-up meeting for the second phase of that. He noted that he wanted to have a meeting consisting of open dialogue regarding feedback on the direction MMAP should be heading with the recommendations submitted to the Oversight Review Board.

Mr. De Grandy recommended that MMAP staff list the action items that the Interim Trust recently recommended regarding any changes in terms of future practices or procedural safe guards etc.

It was moved by Mr. De Grandy that the County Attorney's Office communicate to Commissioner Edmonson that the Interim Trust members were in favor of extending their term for an additional thirty (30) days. This motion was seconded by Father Barry and upon being put to a vote, passed by a unanimous vote of those members present.

Father Barry noted for the record that he felt the Interim Trust members should thank Chairperson Holland for his well representation at the Oversight Review Board meeting.

Adjournment

Hearing no further business, the Interim Trust adjourned the meeting at 5:46 p.m.

Robert Holland., Chairperson
Interim Metro Miami Action Plan Trust

INTERIM BOARD MINUTES

MARCH 11, 2009

**OFFICIAL MINUTES
INTERIM METRO-MIAMI ACTION PLAN TRUST
MEETING OF MARCH 11, 2009**

The Interim Metro-Miami Action Plan Trust (MMAP) convened a meeting on March 11, 2009 at the Office of MMAP Trust Board Room, 19 West Flagler Street, Mezzanine Room #106, at 4:00 p.m., there being present: Chairperson Robert Holland, Esq. and Members: Vice Chair Reverend Dr. Walter Richardson; Father Canon Richard Marquess-Barry, Reverend Richard Dunn; (Mr. Miguel De Grandy, Esq. was absent).

I. Roll Call

The following staff members were present: Interim Executive Director John Dixon, Mr. Jose Gonzalez, Mr. Eric Johnson, Mr. Anthony Williams, Mr. Harold Young, Ms. Pamela Green, PhD.; Assistant County Attorney Terrence Smith; and Deputy Clerk Karen Harrison.

INVOCATION

Chairperson Robert Holland called the meeting to order and asked everyone to observe a moment of silence.

II. MMAP STAFF PRESENTATIONS

1. Fiscal Presentation:

Interim Director John Dixon distributed copies of reports containing a historical overview of a new economic development initiative related to the proposed MMAP Conference, and the "Metro-Miami Action Plan Trust (MMAP) Fiscal Presentation. He recognized Mr. Jose Gonzalez to give an oral presentation on the aforementioned topics.

Mr. Jose Gonzalez, MMAP staff member, provided a brief overview of the handouts entitled " and highlighted the following points:

- MMAP was created in 1983 with a budget of \$1,332,000, funded entirely from the Miami-Dade County General Fund budget;

In response to Chairperson Holland's question of whether there were programs attached to the \$1.3 million budget in 1983, Mr. Gonzalez stated no; however, he noted programs were introduced in 1995 through MMAP's efforts to identify additional sources of revenue.

- Two additional funding sources were obtained from 1984 to 1995: \$50,000 from the Miami-Dade School Board annually and \$100,000 in-kind from the City of Miami's Executive-on-loan Program;
- MMAP General Fund Allocations totaled more than \$2 million in FY 1986-87 but had dwindled to \$667,000 in FY 2008-09;
- Another two (2) additional funding sources were obtained in 1995: 8% Documentary Stamp Surtax funds and 8% Business Tax Receipts (formerly Occupational Licenses); and

- Additional revenue was generated from administrative costs charged to the Housing, Teen Court, and Economic Development Programs, per the County's recommendation.

Mr. Dixon added that the funding for these programs was inconsistent throughout the years and currently, the budgets were approximately: \$200,000 for Housing; \$250,000 for Teen Court; and \$50,000 for Economic Development.

Mr. Gonzalez continued to present the overview of MMAP's fiscal management package.

Mr. Dixon added that next year's projection for MMAP was to bring in \$800,000 regarding the 8% documentary stamp surtax including a carryover that would total approximately \$1.7 million.

Mr. Eric Johnson, MMAP staff member, pointed out how MMAP's loans and revenue have gradually decreased each year from 2007 - 2008 and this year MMAP had approximately \$830,000 in new revenue. He agreed with Mr. Dixon regarding next year's projections.

Discussion ensued regarding the administration support charge that was removed for next year and that next year's projected housing cases was approximately 135, which was based on a monthly full analysis.

Additionally, Mr. Dixon pointed out that this decrease might impact the number of MMAP's staff.

Mr. Gonzalez continued with the presentation regarding Teen Court. He referred to a graphic that displayed the Housing and Teen Court Budget. He noted that it was suggested to the County Budget Department to rollover any unused portion of money in MMAP's budget to next year.

Mr. Dixon added that MMAP staff proposed using that portion of money to have a community conference this year regarding the Economic Stimulus Recovery Plan, if approved by the Trust.

Mr. Gonzalez continued to review the presentation regarding MLK Academy (MLK) on page 9.

Mr. Dixon added that funding for MLK was based on the grade level of the students and more money was given for the older students. He spoke of MMAP's process to market and recruitment of students for the program, which was eventually changed because the School Board had determined that payments were duplicated in the system. This slowed down the process of accepting students in MLK and required more teachers and food, which resulted in closing the school because of the limited budget, Mr. Dixon noted.

In terms of building up the budget, Mr. Dixon noted MMAP was previously able to

recoup some of those dollars through summer school.

Following the presentation regarding MMAP's actual budget verses the projected budget for fiscal (FY) 2008-09, Chairperson Holland asked what would happen with the money that was not used in that fiscal year, Mr. Gonzalez noted that the money could be rolled over and used for next year's projects.

In response to Chairperson Holland's inquiry as to whether Teen Court dollars from the actual budget would not be substantially spent this year or was it a practice to carryover those dollars, Mr. Dixon noted the unused money had been carried over each year. He also noted that MMAP staff had developed a plan to expend those dollars this year, but looking at the overall budget, he could not say the whole carryover from the budget would be spent.

Mr. Gonzalez explained that expenditures included personnel expenses and MMAP would no longer have the grant for the Teen Court office in the south district that had closed.

Discussion ensued among the Interim Trust members and staff regarding the use of Teen Court dollars and enhancements that were discussed regarding added programs.

Mr. Dixon noted MMAP staff was planning to have another Teen Court Summit as last year. He also noted there was a local Teen Court State or National Conference that is being held in Miami-Dade, but MMAP's activities were limited to programs that were linked directly to Teen Court.

Regarding Chairperson Holland's request, Mr. Anthony Williams, MMAP staff member, recalled the discussion regarding enhancement programs for Teen Court which included school based referral program. He noted the issue was that the ongoing program was not dollar intensive and MMAP could provide services, but the program was basically operating from Teen Court.

Mr. Dixon noted that the school based referral program operated the same way as Teen Court by MMAP replicating the same program within the school.

Discussion ensued regarding a way to encumber a greater portion of those dollars for Teen Court and enhancing the programs rather than rolling money over in to the next year. Further discussion took place as to whether it was appropriate to put a franchise under the program to work with the students.

Mr. Dixon noted MMAP staff had discussed several ideas regarding how to use Teen Court dollars with the Assistant County Attorney and they were advised that the focus should be primarily on services for Teen Court.

Discussion ensued regarding how to tie the activities into the Teen Court program.

Regarding the housing program, Mr. Johnson noted that because of the fluctuations in revenue, carryovers were needed each year in order to account for 3 months of decreased revenue and still meet demands of new cases. He reported the amount of loans that were processed in the first five (5) months of this fiscal year that totaled approximately \$653,000 in loans. He noted that this amount of loans within that time period had already used up half the funds that were carried over from last year.

Discussions ensued as to whether the County had the same concerns regarding MMAP having carryovers for both Teen Court and the Housing program.

Mr. Gonzalez noted the County had the same concern as Chairperson Holland regarding the funding that was carried over from Teen Court program, but not with Housing.

Discussion ensued regarding excessive carryovers in other departments other than housing, which was caused by projections that were too high and then the attempt to implement initiatives to spend the money.

Chairperson Holland emphasized the importance that incoming Trust members having initiatives in place in addition to having a handle on carryovers, justification for expenditures, and the type of process and requirements that were in place.

Father Canon Richard Marquess-Barry, Interim MMAP Trust member, concurred with Chairperson Holland's concern regarding carryovers.

Discussion ensued among the Interim Trust members and staff regarding MMAP's historical budget that reflected an increase without having direct programmatic expenditures, rather used to support other entities that operated the programs.

Chairperson Holland inquired about the percentage of dollars allocated to MMAP from 1983-1995, that might have been connected to advocacy and programs. He expressed a concern that the current budget of \$667,000 would not be sufficient to support true advocacy initiatives within this community. Chairperson Holland pointed out that an analysis determining the current value of the 1983 budget of \$1.3 million could provide justification to the Oversight Board for more money to support MMAP's advocacy activities.

Chairperson Holland noted a concern existed, regarding the issue of whether MMAP should function as an advocacy or programmatic agency; or whether it should be a combination of both. He explained that the program dollars allocated to MMAP, were restricted to specific program uses, which usually excluded advocacy. He asked staff to prepare a report identifying the areas within the current budget where MMAP's fiscal ability to provide advocacy was deficient without additional resources; and to compare these numbers to the previous budgets in which more dollars were committed to advocacy.

Mr. Dixon advised that staff had recently prepared two detailed budgets, one for

administration and one for advocacy, in which both required seven (7) staff members. He noted he would send copies of those budgets to the Interim Board members via email transmission.

Discussion ensued among Interim Trust members and staff regarding the breakdown of the current Teen Court budget, with regard to program and administration costs. In response to Chairperson Holland's question regarding a study to determine whether Teen Court's actual cost for administration was \$250,000, Mr. Gonzalez answered no study had been done.

Chairperson Holland commented that a full analysis of the staffing aspect of the Teen Court Program would provide necessary data for the possible elimination of costs for unnecessary positions. He stressed the fact that advocacy would play a major role in MMAP's community service, and pointed out the importance of making it clear to the Oversight Committee, that MMAP received larger amounts in the past for advocacy, than received today.

Chairperson Holland asked staff to contemplate developing some scenarios proposing several options for economic development initiatives for consideration by the new MMAP Trust Board. He indicated the concept of virtual offices might also be an option for consideration, wherein MMAP could create a clerical pool, possibly borrow lawyers from larger firms, on a part-time basis, to review legal documents, and rent office space to various businesses short-term (approximately 5 years) and provide staffing infrastructure.

Mr. Dixon recalled a recent meeting he had with a retired employee of the United States District Courts who dealt with the community service aspect of white collar crime. He noted the offenders (attorneys, tax accountants, etc.) would provide non-profit organizations with professional services as their community service work. Mr. Dixon noted staff could explore the feasibility of tailoring this concept to fit MMAP's needs.

There being no further questions or comments, the Interim Trust accept the foregoing Fiscal Report.

2. Public Relations/Marketing Initiatives

Interim Director John Dixon directed Interim Trust members' attention to the handout, "Public Relations/Marketing Initiatives," distributed earlier, and provided a brief overview of this report. He noted staff looked at the MMAP Public Relations & Marketing Department's past achievements, as well as explored ways to improve upon strategies for promoting MMAP countywide. Mr. Dixon noted this report also address proposed tools for measuring performance and the impact of the name change. He pointed out that the final page of this report reflected information regarding advertising the proposed MMAP Conference.

Mr. Joey Walker, MMAP staff member, described the various marketing techniques utilized by MMAP, including radio advertisements, billboards and signs. He followed

with an oral presentation of the points contained in the aforementioned report. Mr. Walker acknowledged the scrivener's error existing on the last page under the Title "MMAP web site Placement - Miami Times," regarding the spelling of the word "there," and noted a correction changing the word to "their" would be made.

Reverend Richard Dunn, Interim MMAP Trust member, emphasized the significance of communicating to individual County Commissioners this important message of MMAP's future, since the final decision would be made by them.

In response to Vice Chairperson Reverend Dr. Walter Richardson's inquiry regarding the Oversight Board's mission, Chairperson Holland stated he was certain the political aspect of MMAP would be a key component of their function. He added, however, he felt the Interim Trust should also explore this component and present to the Oversight Committee marketable recommendations for MMAP's new name and proposed initiatives. Chairperson Holland noted a discussion item should be placed on the agenda for the next MMAP Trust meeting, to review alternative names for the MMAP agency recommended by staff; as well as to add new names for consideration by the Oversight Committee. He noted additional discussion items should be placed on that agenda regarding the Interim Trust Board's position on the advocacy, programmatic, or hybrid structure of the MMAP agency; the relationship of the Trust Board to the MMAP agency, and the relationship of the agency to Miami-Dade County organization. Chairperson Holland noted staff might consider exploring the feasibility of borrowing professional staff from the City of Miami Gardens or the City of Miami, or of receiving monetary support.

With regard to the Public Relations/Marketing report presented by Mr. Walker, Chairperson Holland asked that this report be expanded to include the role and purpose of public relations and marketing for the last fiscal year, the projections for the next fiscal year, the justification for in-house public relations and marketing, and what PR/marketing campaigns were done within the previous 180 days and within the previous year. He asked that this report also include an analysis of the past branding initiatives, indicating what was done wrong and providing recommendations for addressing those issues; and a suggested evaluation process for the effectiveness of future PR/marketing techniques. He concurred with Mr. Dixon's comment that the time and fashion for getting information out to the public needed improvement, and asked whether tools were being recommended by staff to accomplish that goal.

Mr. Walker acknowledged Chairperson Holland's request and noted he would make a presentation at the beginning of the next meeting to address these issues.

In response to Reverend Dunn's inquiry as to why MMAP's annual conferences were discontinued, Mr. Dixon explained that he understood the costs for the last conference was very high, so in an effort to reduce expenditures, the Trust eliminated the event. He added that staff would like to reestablish the annual conference and distributed a pre-conference format for Trust members' review.

In response to Father Marquess-Barry's comment that MMAP needed to adopt a more

clearly defined mission statement, Chairperson Holland agreed that this issue needed to be revisited. He also noted, with regard to the annual conference, the expenditures far exceeded the projected budget due to the cost for artists and key note speakers; therefore, he recommended planning for future conferences be timed to correlate with the Miami Gardens' "Jazz in the Gardens" event to offset the cost for entertainment.

Mr. Dixon distributed copies of a proposed 2009 Community Conference, and recommended the five (5) core areas addressed by the MMAP agency over the years, be discussed in a conference tentatively scheduled in June or July 2009, from 8:30 a.m. to 3:00 p.m. He noted this conference would be similar to those held in the past, with breakout sessions focused on immediate concerns, including the Economic Stimulus Plan, education, foreclosure housing recovery, and business development.

Discussion ensued among Interim Trust members and staff regarding objectives and the funding required for the proposed 2009 Community Conference. Chairperson Holland noted he felt this conference could be sufficiently funded with \$20,000. Further discussion ensued addressing the issue of MMAP not being able to carryover any funding if unexpended by the end of the fiscal year.

Chairperson Robert asked staff to provide Interim Trust members with specific information indicating the type of issues should be addressed in the conference, and identifying key people in the community associated with these issues and advising their position on participating in a panel discussion.

Mr. Dixon agreed to initiate steps toward compiling this information and would prepare a report for Interim Trust members' review as soon as possible.

Chairperson Holland noted the Interim Trust had previously requested a special meeting be scheduled for each week and asked staff to ensure the appropriate notices were issued accordingly.

There being no further business to come before the Interim Trust, the meeting was adjourned at 6:34 p.m.

Robert Holland, Chairperson
Interim Metro-Miami Action Plan Trust

INTERIM BOARD MINUTES

MARCH 25, 2009

OFFICIAL MINUTES
INTERIM METRO-MIAMI ACTION PLAN TRUST
MEETING OF MARCH 25, 2009

The Interim Metro-Miami Action Plan Trust (MMAP) convened a meeting at the Office of MMAP Trust Board Room, 19 West Flagler Street, Mezzanine Room #106, on March 25, 2009 at 4:00 p.m., there being present: Members: Chairperson Robert Holland, Esq.; Vice Chair Reverend Dr. Walter Richardson; Father Canon Richard Marquess-Barry, Mr. Miguel De Grandy, Esq. (Reverend Richard Dunn was late).

MOMENT OF SILENCE

Roll Call

Staff members present were: Interim Executive Director John Dixon, Mr. Jose Gonzalez, Ms. Joann Hicks, Mr. Eric Johnson, Mr. William Simmons, Mr. Anthony Williams, Mr. Joey Walker, Mr. Harold Young, Ms. Pamela Green, PhD.; Assistant County Attorney Terrence Smith; and Deputy Clerk Karen Harrison.

DISCLOSURE OF CONFLICTS OF INTEREST

Chairperson Holland asked that the principal people associated with the projects MMAP was working on be disclosed in the agenda in order to identify possible conflicts.

Following discussion, no conflicts were identified by the Interim Trust members that were present.

QUERY FOR EARLY DEPARTURES

It was moved by Reverend Richardson that the resolution brought before the County Commission to extend the MMAP Oversight Board's term an additional sixty (60) days and the Interim MMAP Trust's term an additional thirty (30) days be added to today's (3/25) agenda. This motion was seconded by Chairperson Holland and upon being put to a vote passed by a unanimous vote of those members present.

I. Interim MMAP Board Action Items

A. Miami-Dade County Teen Court Youth Conference

Mr. Dixon noted the memorandum of approval requested that the Interim Trust approve MMAP to host the Miami-Dade County Teen Court Youth Conference. He recalled the success of last year's event and the number of schools that participated. Bishop T. Curry and Reverend W. Richardson led some of the discussions, Mr. Dixon noted. He added that the same activities would be featured and he provided a list of schools to be invited. Mr. Dixon noted MMAP staff had planned to provide a list of reported findings from the discussions held by students at last year's event.

Mr. Dixon noted bids were received from the following hotels: Hilton Hotel, Marriott Hotel, and the Hyatt Hotel and the best bid were received from the Hilton Hotel. Mr. Dixon explained that the memorandum of approval requested an allocation for expenditures that would cover the cost

for the conference room, food, and transportation, etc.

Chairperson Holland requested MMAP staff to provide an outlined budget of the expenditures for the Miami-Dade County Teen Court Youth Conference to the Interim Trust members in order to justify the requested allocated expenditure.

It was moved by Father Barry that MMAP staff provide a budget that outlined expenses for the Miami-Dade County Teen Court Youth Conference to the Interim Trust. This motion was seconded by Reverend Richardson and upon being put to a vote passed by a unanimous vote of those members present.

In response to Chairperson Holland's suggestion that MMAP staff needed to plan a marketing strategy for this event, Mr. Dixon noted that staff wanted to replicate the conference and have smaller groups in different municipalities similar to Miami Gardens.

In response to Chairperson Holland's inquiry regarding whether any information was gathered on using money for franchises as a method of helping youth to learn how to build a business, Mr. Dixon noted he had spoken to the County Attorney's Office. He added that the County Attorney's opinion was that only events directly involved with Teen Court were appropriate.

Discussion ensued among the Interim Trust members regarding how to use Teen Court's budget, which totaled \$1.2 million in ways that would benefit the youth.

Assistant County Attorney Smith noted the opinion of the Attorney General which was similar to what applied to the County General Fund. He read the opinion and noted that in this case the application of those funds would be in violation. He noted that the Office of the County Attorney's opinion noted it appropriate to use funds directly for the Teen Court program.

Discussion further ensued regarding what activities were appropriate for Teen Court program.

Mr. De Grandy recommended the safest process was to reframe from using the Teen Court funds except according to the Attorney General's opinion.

Following further discussion, Chairperson Holland asked the Interim Executive MMAP Director and Teen Court Director to meet with the Assistant County Attorney and come back with ideas, a curriculum and other options that would be appropriate to implement into Teen Court program.

Responding to Assistant County Attorney Smith's suggestion that MMAP staff should look at Teen Court programs in other states that have put their total budget to use, Chairperson Holland noted that he was also interested in staff identifying new program ideas.

II. Interim MMAP Board Discussion Items

A. Sailboat Cove MMAP Mortgage Update

Mr. Dixon provided an brief update of Sailboat Cove project and he noted that Commerce Bank was the senior lender and had chosen not to move forward until Phase II was complete. He

added that recent news indicated the General Contractor's license had been pulled. A proposed letter was sent by Commerce Bank, but Sailboat Cove representatives rejected the proposal, Mr. Dixon added. He noted that MMAP had the option to join Commerce Bank if they filed lawsuit, or MMAP could file separately.

Mr. Dixon noted that MMAP staff needed direction from the Interim Trust and he felt that all the attorneys involved in this project should have a meeting.

Following the discussion regarding the option to foreclose, Assistant County Attorney Smith pointed out that since the loan was in default, the Interim Trust had authority to take possession of the property, but he suggested not to if there was no subordination. He also noted foreclosure on the property would make the issue more complicated. Assistant County Attorney Smith said he was uncertain that MMAP would be reimbursed because the senior lender had first priority.

Assistant County Attorney Smith recommended MMAP staff to restructure the terms of the loan.

Discussion ensued regarding whether to join in with the General Contractor in a lawsuit and what was MMAP's legal right and benefits as a plaintiff.

Assistant County Attorney recommended that MMAP not file a lawsuit.

Assistant County Attorney Smith pointed out that Bank of Commerce opted not to file foreclosure on this project because 39 units had been completed and would be impacted by that action.

Mr. Dixon advised that a Homeowners Association (HOA) was established in the Sailboat Cove development and they were meeting to discuss their concerns.

Chairperson Holland suggested that the Interim Executive Director request legal counsel how to proceed.

Assistant County Attorney Smith noted he would prepare a legal opinion, but he suggested that the Interim Trust direct MMAP staff to meet with the senior lender in order to clarify what their options were before he could give full advice.

It was moved by Mr. De Grandy that MMAP staff would arrange a meeting with the senior lender for the Sailboat Cove project and request legal opinion from the County Attorney's Office. This motion was moved by Reverend Richardson and upon being put to a vote passed by a unanimous vote of those members present.

B. Advocacy Expenditures

Chairperson Holland noted the question was whether or not MMAP could function as an advocacy and the MMAP Oversight Board requested input from the Interim Trust members. He added that this request was time sensitive and the Interim Trust needed to move forward.

Discussion ensued among the Interim Trust members regarding the fact that they would have

more time due to the extension and the need to address the proposed name changes for MMAP.

Father Barry pointed out that it would be difficult to decide on a name without first receiving an updated MMAP mission statement from staff.

Chairperson Holland recommended that MMAP staff come back before the Interim Trust and prepare a report that defined the organization and its mission.

Responding to Father Barry's comment regarding how staff would define MMAP and identify whether they were advocacy or programmatic, Mr. De Grandy agreed, but he noted that the Interim Trust should direct MMAP staff to justify what tools were available. He also noted that the report should indicate whether MMAP would move forward as an advocacy or programmatic and if so, why? Mr. De Grandy also asked that the report point out MMAP's expertise in both advocacy and programmatic and how would MMAP proceed in those areas.

Mr. De Grandy noted in the past, the issue regarding MMAP's mission statement was related to having a broad focus that was not defined or targeted in order to acquire proper resources. He also noted the Interim Trust needed to know what funding sources were available.

Chairperson Holland pointed out how difficult it was to layout directions because of limited funds and restrictions. He noted that after looking at advocate groups, he felt strong leadership did not exist in the community. Chairperson Holland also noted if the core infrastructure was not supported by the County and MMAP became an advocacy group, it would be forced to look for dedicated funding.

Chairperson Holland noted after he reviewed the performance of both Housing Assistance Program (HAP) and Teen Court, they both had adequate funding to be effective; however, not the economic development portion. He pointed out that all the funding for these projects had restrictions. Chairperson Holland suggested that MMAP staff look at the Florida International University (FIU) Disparity Study to determine how to connect projects with the funding requirements.

Chairperson Holland questioned the impact of changing MMAP's name and regarding existing agreements as it relates to the Board's policy.

In response to Reverend Richardson's inquiry regarding how many Trust members were required, Assistant County Attorney Smith noted the ordinance required 15 Trust members.

In terms of MMAP being programmatic, Chairperson Holland noted the decision would be determined by the Trust. He noted the need to clarify the direction of MMAP, role of the Trust, mission statement, and how much input would the Interim Trust members have on these issues.

Mr. De Grandy expressed concern that he needed more information in order to engage in the discussion as to whether MMAP should be advocacy or programmatic.

Discussion ensued regarding the MMAP Oversight Board's request for this information from the

Interim Trust.

Reverend Richardson recommended the Interim Trust members provide the information that was discussed to the MMAP Oversight Board. He agreed that the word "Advocacy" should be part of MMAP's new name.

Discussion ensued among the Interim Trust members regarding the proposed name for MMAP and that it should be based on the projected budget in order to accomplish its mission.

Mr. De Grandy requested MMAP staff to provide more proposed names and to make a presentation regarding MMAP's role as advocacy/programmatic. He agreed with Reverend Richardson that the Interim Trust member's input be forwarded to the Oversight Board and the new Trust members could make modifications.

Reverend Richardson noted that based on the limited exposure, if MMAP was going to be viable, valuable and visible he felt the agency should not be titled "The Office of..."

Chairperson Holland agreed with Reverend Richardson and noted that the agenda for the next meeting would cover the solicitation of viable names for MMAP, the role of the Trust and its relationship with staff.

Assistant County Attorney Smith advised that final dates under the old resolution expired on March 27, 2009 and the new resolution would become effective simultaneously, but expired on April 26, 2009; however, on the expired date, another resolution would be in effect to appoint the new Trust members. He also noted he anticipated that the 15 names of the new Trust members would be voted on at the Board of County Commissioner's meeting on April 21, 2009.

In terms of the role of the Trust, Mr. De Grandy noted he felt the size of the Trust membership should be based on the size of the agenda rather than the need for subcommittees. He noted that MMAP staff needed to inform the Interim Trust members the number of items on the agenda.

Chairperson Holland noted the discussion regarding committees was more of a concern for the direction of action committees that worked in areas of Housing; Criminal Justice; and Economic Development and setting goals, but the Trust would determine the programmatic dollars.

Discussion ensued regarding the pros and cons of addressing fewer items at the Trust meetings and MMAP's process that was driven by the Executive Committee as well as the Trust members and often resulted with six (6) items on the agenda, which became time sensitive.

Assistant County Attorney Smith clarified that the Action Committees did not have the power nor could they act without approval from the Trust and that the By-Laws did not give them authority to act unless approved by the Trust members.

C. Marketing and Public Information Report

Chairperson Holland referred to the report regarding Marketing and Office of Public Information that was distributed and noted the need to decide whether this report should move forward to the

County Commissioner as well as the Proposed 2009 Community Forum.

D. Proposed 2009 Community Forum

Chairperson Holland asked the Interim Trust members to review both memorandums regarding the Marketing and Public Information and the Proposed 2009 Community Forum for the next meeting.

III. Schedule Next Meeting

Chairperson Holland noted the next Interim Trust meeting would be held on April 1, 2009 at 4:00 p.m.

Adjournment

Hearing no further business, the Interim Trust adjourned the meeting at 5:46 p.m.

Robert Holland., Chairperson
Interim Metro Miami Action Plan Trust

INTERIM BOARD MINUTES

APRIL 1, 2009

OFFICIAL MINUTES
INTERIM METRO-MIAMI ACTION PLAN TRUST
MEETING OF APRIL 1, 2009

The Interim Metro-Miami Action Plan Trust (MMAP) convened a meeting at the Office of MMAP Trust Board Room, 19 West Flagler Street, Mezzanine Room #106, on April 1, 2009 at 4:00 p.m., there being present: Chairperson Robert Holland, Esq. and Members: Vice Chair Reverend Dr. Walter Richardson; and Mr. Miguel De Grandy, Esq.; (Reverend Richard Dunn was late and Father Canon Richard Marquess-Barry was absent).

MOMENT OF SILENCE

I. Roll Call

Staff members present were: Interim Executive Director John Dixon, Ms. Melba Gasque, Mr. Jose Gonzalez, Ms. Pamela Green PhD., Ms. Joanne Hicks, Mr. Eric Johnson, Mr. Anthony Williams, Mr. Harold Young; Mr. Joey Walker, Assistant County Attorney Terrence Smith; and Deputy Clerk Karen Harrison.

II. MMAP Presentations

• **Mission Statement - Current, Past, Proposed**

Mr. Dixon presented current, past and proposed MMAP mission statements to the Interim Trust members. In terms of the proposed mission, he noted the Trust was committed to addressing disparity issues that affected Miami-Dade County's underserved communities through advocacy and coordinated initiatives.

Later in the meeting, Mr. De Grandy read, into the record, the proposed revision of MMAP's mission statement.

Discussion ensued regarding the revision of the proposed MMAP mission statement.

• **Proposed Agency Names**

Mr. De Grandy referenced to the revised proposed MMAP mission statement and requested that the Interim Trust members review the item.

Following a brief period of review, it was moved by Reverend Richardson that the revised proposed MMAP mission statement be approved. This motion was seconded by Reverend Dunn and upon being put to a vote passed by a unanimous vote of those members present.

• **Role of the Board**

In response to Reverend Richardson's request to recap the discussion on the role of the Trust, Mr. Dixon referred to "Article XLVIII of the Metro Miami Action Plan Trust" Attachment "A" on pages 4 section (e) and section 5. He noted that MMAP staff prepared the annual report each year, which went before the Trust for approval or modification. Mr. Dixon continued to review the ordinance of MMAP's form of policy and annual financial report card that were submitted to

the Board of County Commissioners (BCC), noting the Trust had to establish a five (5) year comprehensive plan, which included the goals of the Trust.

Mr. Dixon reviewed a handout of eight (8) items that MMAP's staff presented regarding the role of the Trust which had additional information listed from the ordinance.

In response to Chairperson Holland's inquiry regarding whether the Executive Committee's role was in the By-Laws, Assistant County Attorney Smith replied yes.

In terms of the role of the Trust, Mr. De Grandy noted his concern was related to the structure of the Trust, rather than its role. He was also concerned about the function of the Trust and from what level of authority the Executive Committee would operate, as well as the Action Committee's role. Mr. De Grandy further questioned the process for these committees to communicate with the Trust.

Mr. Dixon advised the Interim Trust members that regarding the requested information, the By-laws provided the structure of MMAP Trust and role of those committees.

Following the discussion, Assistant County Attorney Smith noted in the past, it appeared that actions were taken outside of the scope of the By-laws, which needed to be revamped. He also agreed that the changes Mr. De Grandy spoke of were already contained in the By-laws.

Further discussion ensued regarding the requirements of the offices of the Trust, with the greater concern being whether the Trust or its committees functioned outside of the By-laws. The discussion continued regarding the idea of forwarding recommended changes to the By-laws to the MMAP Oversight Board.

Discussion continued regarding the need for Interim Trust members to make recommendations on changing the function of the whole organization, rather than just the By-laws, because the MMAP Oversight Board members were relying on those suggestions that had to be approved by the new Trust.

Assistant County Attorney Smith noted that on April 23, 2009, the new MMAP Trust members would be appointed by the Board of County Commissioners.

Interim Trust members engaged in discussion regarding suggested changes to be made to the By-laws and the number of Executive Committee members required constituting a quorum.

Assistant County Attorney Smith suggested that the Interim Trust make a recommendation for the incoming Trust members to change the language in Article II of the By-laws regarding the process for scheduling all Trust meetings, including Emergency and Special meetings. He noted, for clarification, that Mr. De Grandy was in agreement with the way the By-laws were written, with the exception of some minor changes to sections 3.1 and 3.2, which a By-laws Committee could make and was the standard procedure of other County Boards.

Mr. Dixon noted Special meetings were Trust meetings and not deemed Executive Committee

meetings.

Following discussion, Assistant County Attorney Smith noted the announcement for sunshine meetings needed to be 10 days in advance, but certain emergency meetings should be announced at least 48 hours. He added that the current By-laws did not address this issue and he suggested the Interim Trust make a recommendation to the incoming Trust members regarding the process of scheduling meetings.

It was moved by Reverend Richardson that the new Trust members make a recommendation for the By-laws to include the process and timeframe of a 48 hour notice when scheduling meetings. This motion was seconded by Reverend Dunn and upon being put to a vote, passed by a unanimous vote of those members present.

- **Advocacy, Programs or Hybrid**

In response to Mr. De Grandy's request, Chairperson Holland asked MMAP staff to move to the presentation item under bullet (4) entitled "Advocacy, Programs or Hybrid."

Mr. Dixon presented a brief overview of MMAP's history, which began as an advocacy agency based on the four areas of education, economic development, housing and criminal justice. He noted that through MMAP's advocacy program initiatives were organized in those core areas and was able to lobby for money to address specific areas of economic development, housing and criminal justice. In terms of economic development, MMAP was able to provide funding for several organizations in the Black community that were still in operation, including: Denny's Restaurant, North Dade Credit Union and Opa Locka Flight Line, the only Black owned Fuel Company. He also noted that MMAP staff felt that overall, the agency needed to be a hybrid of advocacy and programs.

Following the presentation, Mr. De Grandy noted he would support the idea, but not the same hybrid of advocacy program. He expressed concern regarding the Action Committees and noted the need for some changes regarding the process. Without it being replicated, Mr. De Grandy noted, he felt that the basic concept of having components that consisted of advocacy and programmatic was sound.

Chairperson Holland pointed out that MMAP started with good programs; however, after years of trying to find a dedicated source of funding, MMAP became programmatic and lost focus of advocacy. He noted that some of the ways MMAP touched the community were lost except the housing seminars, but the focus was lost regarding a real symposium and how to work with banks. Chairperson Holland also noted that other than Teen Court, MMAP did not place any emphasis on criminal justice. He noted he would support a hybrid that had greater emphasis on the advocacy component.

Chairperson Holland expressed his thoughts on raising the level of advocacy by collaborating with other agencies would have a greater impact. He noted the issues with County economic development dollars was the need to create a cross colonization of businesses that could create an economic environment to survive.

Chairperson Holland proposed the question regarding how to identify those types of initiatives,

Mr. Dixon advised the Interim Trust members of the bidding process done by MMAP's staff in order to select the Hilton Hotel for the Teen Court Second Annual Youth Conference. He noted that SWANK Audio Visual was part of the hotel services and was included in the contract.

Discussion ensued regarding the budget for the conference and expenses that included the hotel conference room.

Chairperson Holland noted that the outline of the budget needed to be more detailed and that all items should be listed, including the conference room and food.

It was moved by Mr. De Grandy that the Teen Court Second Annual Youth Conference be approved. This motion was seconded by Reverend Dunn and upon being put to a vote, passed by a unanimous vote of those members

Assistant County Attorney Smith advised the Interim Trust members that MMAP staff needed to renegotiate the contract with the Hilton Hotel regarding liability insurance, acceptance of the Miami-Dade County's standard letter of being self insured and to be held harmless, in addition to the limitation, as stated in the State Statute for governmental entities.

Following discussion, the Interim Trust members reconsidered its action on the foregoing Teen Court Second Annual Youth Conference item.

Subsequently, it was moved by Mr. De Grandy that the Teen Court Second Annual Youth Conference be approved subject to the renegotiated terms of the contract between MMAP and the Hilton Hotel with regard to the legal opinion from the County Attorney's Office. This motion was seconded by Reverend Richardson and upon being put to a vote, passed by 4-0. (Father Canon Richard Marquess-Barry was absent).

Mr. Dixon noted there was information available on Sailboat Cove project.

Chairperson Holland noted that the Interim Trust members reviewed the memorandum from Assistant County Attorney Smith regarding Sailboat Cove and he would like to see a recommendation from the County Attorney's Office.

III. Next Meeting

Chairperson Holland announced the next Interim Trust meeting would be held on April 8, 2009 at 4:00 p.m.

Adjournment

Hearing no further business, the Interim Trust adjourned the meeting at 5:43 p.m.

Robert Holland., Chairperson
Interim Metro Miami Action Plan Trust

INTERIM BOARD MINUTES

APRIL 15, 2009

OFFICIAL MINUTES
INTERIM METRO-MIAMI ACTION PLAN TRUST
MEETING OF April 15, 2009

The Interim Metro-Miami Action Plan Trust (MMAP) convened a meeting at the Office of MMAP Trust Board Room, 19 West Flagler Street, Mezzanine Room #106, on April 15, 2009 at 4:00 p.m., there being present: Chairperson Robert Holland, Esq. and Members: Vice Chair Reverend Dr. Walter Richardson; (Father Canon Richard Marquess-Barry, Mr. Miguel De Grandy, Esq., and Reverend Richard Dunn was absent).

MOMENT OF SILENCE

Roll Call

Staff members present were: Interim Executive Director John Dixon, Ms. Melba Gasque, Mr. Jose Gonzalez, Ms. Pamela Green PhD., Ms. Joanne Hicks, Mr. Eric Johnson, Mr. Anthony Williams, Mr. Harold Young; Mr. Joey Walker; Assistant County Attorney Modanna Dashtaki; Ms. Roma White, County Department of Human Resources, and Deputy Clerk Karen Harrison.

Chairperson Holland noted the Interim Trust members would only address the discussion items due to the lack of a quorum

Mr. Dixon introduced Ms. Roma White, from the Miami-Dade County Department of Human Resources' Mentoring Program, who was his mentor and would be sitting in on today's (4/15) meeting.

DISCLOSURE OF CONFLICTS OF INTEREST

QUERY FOR EARLY DEPARTURES

Approval of Previous Minutes

January 28, 2009 Interim Board Meeting
 February 11, 2009 Interim Board Meeting

I. MMAP Presentations

- **Mission Statement – Current, Past, Proposed, ORB Suggested Mission Statement**

Mr. Dixon provided feedback received from the MMAP Oversight Review Board after they reviewed all the proposed mission statements. He noted their concern with using the language "to serve the underserved" rather than the Black community.

Mr. Dixon noted it was proposed that MMAP would oversee entities that were working to make a difference in the community. He also noted that, at the end of the year, MMAP staff would provide a report card on the outcome, based on the recommendations regarding education, housing, economic development, and criminal justice, in order to identify ways to correct those issues reported.

Discussion ensued regarding the fact that MMAP would not have authority over those entities, but would report actions that were taken and the outcome.

In response to Mr. Dixon's comment regarding the need for the Interim Trust members to attend the Oversight Board meeting, Chairperson Holland noted that he had requested to be included in the agenda of the next MMAP Oversight Board meeting.

Reverend Richardson questioned whether the Interim Trust had identified some definition regarding the mission statement. He recalled that the members wanted to have a discussion and bring back some feedback in order to decide whether MMAP's program would be advocacy, programmatic, or hybrid as well as how to proceed.

Chairperson Holland recalled that the Interim Trust members decided to move forward with the MMAP Agency as a hybrid, which was indicated in the revised proposed mission statement. He also noted he wanted to ensure the MMAP Oversight Review Board members were aware of this Trust's recommendation in their next meeting. Chairperson Holland also stressed the importance of the Interim Trust having a quorum in order to move quickly in making recommendations.

- **Proposed Agency Names**

Chairperson Holland requested that the proposed agency names be resubmitted, in the form of a slate, to the Interim Trust members, listing the most popular choices and explaining why they were. He explained this would allow members who could not attend the next meeting the opportunity to submit their choices and input for the purpose of discussion.

Discussion ensued regarding MMAP staff ensuring that all Interim Trust members be emailed or faxed the information.

II. Teen Court Youth Conference Update

Mr. Dixon gave an update of MMAP staff's plans to host the Second Annual Teen Court Youth Conference on May 18, 2009, at the Hilton Hotel in Miami. In order to address any issues concerning the use of Teen Court dollars to provide food at the conference, MMAP staff contacted the County Deputy Director of Finance, who verbally gave an approval. He added that, based on the Interim Trust's request, a memorandum was prepared confirming that conversation occurred. Mr. Dixon further noted the Finance Department requested staff to include, in the memorandum, the type of meals that would be served. He reviewed the line items listed in the budget for the conference, which totaled \$48,666.71. Mr. Dixon also noted the budget included plans to invite Chief Justice Peggy Quince and Justice James E.C. Perry as speakers for this event.

Discussion ensued regarding plans for the conference and a timeframe for obtaining confirmation from the two (2) prospective speakers for the conference at a cost not-to-exceed \$50,000.00.

Later in the meeting, Mr. Dixon asked the Interim Trust members to review the previous year's Teen Court Youth Conference's budget and action plan before the next meeting

Non-Agenda Items

In response to Chairperson Holland's inquiry regarding any department changes, Mr. Dixon noted other than the economic development component, nothing had changed and the other MMAP divisions were moving forward with resources from the General Fund in addition to the instructions from Audit Management.

Ms. Hicks confirmed that MMAP staff had a monthly report on the allocations from the Housing Assistance Program (HAP).

In terms of monthly reports, Mr. Dixon noted that the three major components of MMAP, in addition to Housing Assistance Program (HAP), included the Teen Court activities, and economic development was available except, the education component, which was currently inactive.

In response to Chairperson Holland's question regarding a meeting that MMAP staff was scheduled to have in District 2 under Commissioner Rolle on the economic development initiative, Mr. Dixon advised that the meeting was cancelled. He explained that the initiative was a collaborative effort to provide financial assistance to a business called "Jorge & Jerry's IGA Market"; however, he understood there was a letter of intent from another entity to take over the business.

Chairperson Holland recalled that the Interim Trust's decision was to not use the economic development dollars until the new incoming Trust members took office; however, that information could be used in preparing a presentation that focused on the Interim Trust's goals and objectives.

In terms of the economic development dollars, Mr. Dixon noted the County was hosting the 25th annual "National Organization of Black County Officials" from April 29th through May 3, 2009. He noted the small conference was anticipated to have 300 attendees and that Ms. Cynthia Curry, Senior Advisor to the County Manager, had requested MMAP staff to help organize this event, as well as serve as a host committee at the reception on Friday, May 1, 2009. Mr. Dixon spoke of the process MMAP staff took to locate a venue for the reception and following several bids from various organizations, he noted the event would be hosted at the Seaport.

Mr. Dixon also noted MMAP was asked to make a financial contribution for the favors that would be given to the guests from the economic development budget. He reported the financial contributions from the County totaled \$25,000 in addition to contributions from Commissioners Barbara Jordan, Dorrin Rolle and Dennis Moss that would award multiple scholarships for local Black students. Mr. Dixon noted he would report the cost of the favors for this event by next week, but it should be a nominal amount.

Chairperson Holland cautioned the Interim Executive Director to get written approval to use those economic development dollars to make a financial contribution in order to remain consistent with County policy.

Mr. Dixon noted MMAP staff would request a legal opinion from the County Attorney's Office in addition to an approval from the Interim Trust for any expenditure. He noted he hoped to

have all the information and the approval from the County Attorney's Office by the next meeting.

Chairperson Holland informed the Interim Trust members that he would not be present at the next meeting. He asked the Assistant County Attorney how the Interim Trust members would address taking a vote in his absence.

Assistant County Attorney Modanna Dashtaki advised that a Chairperson could be designated by the members of the Interim Trust at the beginning of that meeting.

Chairperson Holland mentioned his recent discussion with some retired County executives regarding the number of African Americans who were once in key positions, but were now in the County's pipeline. He suggested that a round table discussion be arranged by reaching out to former County employees and as he named a few people, he noted this general discussion would help to identify how to improve that process. Chairperson Holland suggested getting assistance in locating those individuals from the County Human Resources Department.

Discussion ensued regarding a number of people who were formerly employed by the County and now were working with the private sector, who could be helpful in those discussions.

Adjournment

Hearing no further business, the Interim Trust adjourned the meeting at 4:50 p.m.

Robert Holland., Chairperson
Interim Metro Miami Action Plan Trust

BOARD MINUTES

JULY 16, 2009

**OFFICIAL MINUTES
METRO-MIAMI ACTION PLAN TRUST
MEETING OF JULY 16, 2009**

The Metro-Miami Action Plan Trust (MMAP) convened a meeting at the Office of MMAP Trust Board Room, 19 West Flagler Street, Mezzanine Room #106, on July 16, 2009 at 3:30 p.m., there being present: Mr. Ron Butler; Mr. David Chiverton; Mr. Robert Holland, Esq.; Ms. Stephanye Johnson; Ms. Barbara Montero; Mr. Carlos Morales; Ms. Natasha Nalls; Dr. Walter Richardson; and Ms. Tamika Robinson. (Mr. Marc Douthit, Esq.; Reverend Richard Dunn; Mr. Richard Kuper; Mr. Richard Miller; and Ms. Leigh Toney were absent).

Also present were County Commissioner Audrey Edmonson and Ms. Mae Bryant, Chief of Staff (DIST 3); and Ms. Tracie Auguste, Assistant Director for Policy & Legislative Affairs, County Mayor's Office.

ROLL CALL

I. Introductions

Staff members present were: Interim Executive Director John Dixon, Mr. Jose Gonzalez, Ms. Joann Hicks, Mr. Eric Johnson, Mr. William Simmons, Mr. Anthony Williams, Mr. Joey Walker, Ms. Pamela Green, PhD.; Assistant County Attorney Terrence Smith; and Deputy Clerk Karen Harrison.

II. Miami Dade county Attorney's Office Board Orientation

Assistant County Attorney (ACA) Terrence Smith presented a brief orientation in reference to his memorandum, which summarized the Trust member's obligations under the Florida Sunshine Law; Public Records Law; Code of Ethics and Conflict of Interest Law; and Financial and Gift Disclosures. He also provided a brochure containing current information on the County's Conflict of Interest and Code of Ethics.

ACA Smith advised Trust members that the County required each of them to attend a Code of Ethics training, for which a certificate would be presented upon completion. He added that the Board of County Commissioners (BCC) could remove members from the Trust for failure to comply with this requirement. He explained that all Trust meetings must be held under the Sunshine Act, which required public notice and to be held in a place accessible to the public. Additionally, minutes of the Trust meetings would be taken by the County Clerk, ACA Smith noted.

ACA Smith noted two (2) or more members of the Trust could not meet or communicate by telephone or email to discuss matters related to the Trust without the meeting being publicly noticed. He advised that each Trust member would be liable for violations under the Florida Sunshine Act, which could result in a lawsuit under civil penalties. ACA Smith noted the Trust could set certain requirements for the meetings, in terms of the decorum, including the media not being disruptive, but the media or handicapped individuals had to have access to the meetings. Subsequently, he added, MMAP staff would make arrangements for Trust meetings. He then asked the Trust members to review the memorandum and noted he would attend all Trust meetings to address any issues regarding the Sunshine Law. ACA Smith noted all conversations

held by Trust members should be made audible and notes could not be passed among members.

ACA Smith also noted he had the Trustee's bible that was published by the Attorney General's Office, which issued a lot of opinions on the Sunshine Law and was used by the County Attorney's Office as a guideline. He encouraged the Trust members to come to him with any questions regarding the Sunshine Law. ACA Smith advised that emails among Trust members, minutes and recordings of Trust meetings were public records and should be open to the public.

Additionally, ACA Smith noted there was a record custodian for every County department and a retention schedule that had to be maintained by every department. He advised the Trust members if they decided to take notes at the meetings to consider those notes could be made public.

In terms of the "conflict of interest" provision, the County Attorney's Office generally would not issue any opinions related to whether a Trust member had a conflict of interest, which would be the responsibility of the Commission on Ethics and Public Trust (COE), ACA Smith noted. He explained that Trust members could not have any contracts with the Trust; therefore, members should not have any conflicts of interest. He explained that the Sunshine Law only allowed Trust members to abstain from voting in the event of a conflict of interest. Subsequently, a Trust member could decide if there was a conflict of interest through the COE before attending that Trust meeting, and if that member wished to abstain, the member should be absent from the discussion of that particular item.

Regarding the financial and gift disclosures, ACA Smith noted that each Trust member should submit a financial and gift disclosure to the Elections Department on July 1st for each term that was served on the Trust, which was required by the County, as well as the Florida statues. He also noted as this date drew near, he would explain the process for completing the necessary forms to the Trust members.

Mr. John Dixon noted an item would be placed on all future Trust meeting agendas for "Conflict of Interest" issues.

III. Election of Officers

Assistant County Attorney (ACA) Terrence Smith referred to the By-Laws and noted in February 2007, there were amendments that were never incorporated into a final document. He noted this Trust needed to elect two (2) Vice Chairs and a Chairperson. ACA Smith suggested that nominations be made by the Trust members today to allow time for the nominee(s) to respond, and that the election would take place at the next Trust meeting; however, the Trust needed a leader now in order to move forward.

It was moved by Reverend Walter Richardson that the Trust members nominate individuals for the foregoing offices today and hold the final election at the next Trust meeting. This motion was seconded by Mr. Robert Holland.

ACA Smith noted the Trust members could appoint a member to lead this meeting and pointed out that Mr. Holland served as Chairperson on the Interim MMAP Trust.

Reverend Richardson asked that the Assistant County Attorney lead the Trust through the election process to ensure procedures were handled correctly. He introduced himself and noted during his tenure of working with MMAP Trust as chairperson of the MMAP Nominating Committee, he worked closely with Mr. Holland, who served as Chairperson of the MMAP Interim Trust.

ACA Smith noted if Mr. Holland accepted the nomination, then his name would be put on the ballot for the next meeting. He noted the nominating process was to determine who would be interested in those positions. ACA Smith advised the Trust members to take a vote regarding the process.

It was moved by Reverend Richardson that the Trust would proceed with the nominating process today and hold the election of the Trust Chair and two (2) Vice Chairs at the next MMAP Trust meeting. This motion was seconded by Mr. Chiverton, and being put to a vote, passed 9-0. (Ms. Leigh Toney, Ms. Treska Rogers, Mr. Richard Miller, Reverend Richard Dunn II, and Mr. Richard Kuper were absent)

In response to the Trust's nomination of a Chairperson, Mr. Holland noted he would accept with the condition of serving as Chairperson for only one (1) term, which equaled two (2) years.

It was moved by Reverend Richardson that the nomination for a Trust Chairperson be closed and Mr. Robert Holland be appointed as Chairperson of MMAP Trust. This motion was seconded by Ms. Tameka Robinson, and being put to a vote, passed 9-0. (Ms. Leigh Toney, Ms. Treska Rogers, Mr. Richard Miller, Reverend Richard Dunn II, and Mr. Richard Kuper were absent).

ACA Smith noted the role of the Vice Chair position would be that in the event the Chairperson could not serve, then the Vice Chair would assume the position for the meeting or assume the Chairperson's position if the Chair was permanently removed for the remaining term. He also noted that the second Vice Chair would continue in that role as the first Vice Chair.

ACA Smith proposed that once the Trust moved forward with the election of offices, a designated By-Laws Committee needed to be appointed to work with the County Attorney's Office in making revisions. He recommended copies of the entire set of By-Laws be given to the Trust members at the next meeting.

Mr. John Dixon noted that the Trust members had the current By-Laws, excluding the part that was amended.

In response to Reverend Richardson's inquiry regarding whether the nominees for the two (2) Vice Chair positions had to be present at the meeting to be considered, ACA Smith replied no, and pointed out that 14 Trust members were present, and if a member declined the nomination, his/her name would be removed from the list of nominees.

Following the discussion, Assistant County Attorney Smith advised the Trust members there should be a 1st and 2nd Vice Chair position and the By-Laws needed to be amended. He noted by appointing those specific positions, the responsibilities of each Vice Chair would be clear.

Mr. Robert Holland acknowledged there were some nominations made, but urged new Trust members interested in the positions, to make a request. He suggested during the nomination period, that the members who were nominated give a brief presentation about themselves, since the Trust members were not familiar with each other.

Mr. Holland nominated Mr. Marc Douthit as Vice Chair for the Trust.

Mr. Ron Butler nominated Ms. Stephanye Johnson as Vice Chair, which she declined due to current obligations.

Ms. Natasha Nalls noted she was interested in the Vice Chair position for the Trust.

Ms. Barbara Montero also noted she was interested in the Vice Chair position for the Trust.

It was moved by Mr. Robert Holland that the nomination for two Vice Chair positions be closed. This motion was seconded by Reverend Walter Richardson and being put to a vote, passed 9-0. (Ms. Leigh Toney, Ms. Treska Rogers, Mr. Richard Miller, Reverend Richard Dunn II, and Mr. Richard Kuper were absent)

Responding to Ms. Montero's inquiry regarding the responsibilities of the Vice Chair, ACA Smith noted that in the past, Action Committees worked with the Vice Chairpersons; however, the structure of the committees needed to be discussed at the next Trust meeting.

Mr. Holland noted the need for a total restructure of MMAP and the need for organizational changes with the Action Committees, in terms of the type of assistance and new policies that would come through Commissioner Edmonson as recommended by the MMAP Oversight Board.

County Commissioner Audrey Edmonson (DIST 3) welcomed the new Trust members and noted she was thankful for the time, talents and expertise they donated. She also noted that she sat on the Nominating Committee, which was pleased with the candidates who made presentations.

Commissioner Edmonson recognized the MMAP Oversight Board members who made recommendations to the County Commissioners as follows: Mr. H.T. Smith; Mr. Patrick Range Sr.; Mr. Darryl Sharpton; the Honorable Betty Ferguson; and City of Hialeah Mayor Julio Robaino. She also noted she was still reviewing those recommendations with the help of ACA Smith; however, there was a first reading on the ordinance regarding the name change of MMAP to "Miami-Dade Economic Advocacy" and the final reading and presentation at the Board of County Commissioners (BCC) meeting would be scheduled for July 21, 2009 in order to move forward. Commissioner Edmonson noted the other recommendations were as follows: Develop a Mission Statement; Conduct a Disparity Study within Miami-Dade County; and Present a Score Card to the BCC evaluating the various entities including the County Governmental Agencies.

Commissioner Edmonson noted that one (1) more member was waiting to join the Trust, by the name of Ms Treska McMillan-Rogers, who was a representative of Miami-Dade County Public Schools, and approval of this item would also be on the agenda of that BCC meeting. She urged the new Trust members to move forward and restructure this organization in order to earn a good

reputation in the community. Commissioner Edmonson noted she was excited about this transition and expressed her appreciation for the Trust members who did a lot of community service.

Commissioner Edmonson pointed out how everyone volunteered and highlighted the process of putting together the following three (3) Boards: MMAP Oversight Board; MMAP Interim Trust; and MMAP Nominating Committee. She urged the Trust members to move forward and to identify what the next move would be regarding the process of restructuring the organization. Commissioner Edmonson commended Mr. Robert Holland for taking the lead with the MMAP Interim Trust and she was pleased that he was nominated for the MMAP Chairperson position.

Mr. Dixon expressed appreciation for the support given by Commissioner Edmonson on behalf of the MMAP staff.

Commissioner Edmonson addressed the poor conditions surrounding MMAP and stressed how important it was to be selective in bringing in leaders who were respected in the community and would help save this organization. She said she was looking forward to a new start for MMAP.

Ms. Barbara Montero noted that she attended the County Commission meeting when the presentation was made by the Oversight Board and she wanted clarification as to whether the changed name for MMAP intended to focus more on Economic Advocacy than the other programs that appeared to be well developed.

Commissioner Edmonson noted the recommendations made by the Oversight Board had to be decided by this Trust, and as a sponsor, she would present them to the BCC for approval. She also noted that MMAP's staff worked under the Trust. Commissioner Edmonson noted the recommendations included MMAP would become an advocacy group, and the Teen Court program would transition out from MMAP and into an entity chosen by the MMAP Trust. She also noted that MMAP's staff recommended Miami-Dade County Juvenile Justice; however, this Trust would finalize that decision, and present it to the BCC for approval.

Additionally, Commissioner Edmonson noted the recommendations also included the Housing program would continue operating under MMAP, but the function of the other programs would be at the discretion of this Trust.

IV. Selection of Board Meeting Date and Time

Mr. Dixon noted the former Trust members met every third Wednesday of each month at noon; however, the decision was now left up to this Trust.

Discussion ensued among the Trust members regarding a time to meet that would be convenient for the majority of members.

It was moved by Mr. Ron Butler that the MMAP Trust meetings be held on the third Thursday of each month at 3:30 p.m. This motion was seconded by Ms. Barbara Montero, and being put to a vote, passed 9-0. (Ms. Leigh Toney, Ms. Treska Rogers, Mr. Richard Miller, Reverend Richard Dunn II, and Mr. Richard Kuper were absent).

Non-Agenda Items

Mr. Dixon provided a copy of the Fiscal Year (FY) 2009-10 Proposed Resource Allocation and Multi-Year Capital Plan to the Trust members to review.

In response to Mr. Robert Holland's inquiry regarding several reports and recommendations requested by the Interim Trust to be forwarded by staff, to the new Trust Board members, Mr. Dixon noted the information was in the package that the new Trust members received during the meet and greet gathering. He noted there were handouts describing the MMAP programs, and budgets.

Reverend Richardson asked that he receive the information by email, rather than in a written document.

Mr. Dixon provided Trust members with a copy of the proposed resolution presented to the BCC with recommendations made by the Oversight Board to the Trust members.

Mr. Robert Holland noted there were minutes from the Interim Trust meetings that were not approved and he asked the County Attorney how this could be addressed.

Assistant County Attorney (ACA) Smith noted three (3) of the new Trust members who served on the Interim Trust were: Reverend Walter Richardson; Reverend Richard Dunn II; and Mr. Robert Holland. He also noted it would be acceptable if those members would approve those minutes to be consistent with the Interim meetings. ACA Smith noted unfortunately, the Interim Trust faced a similar problem concerning minutes from the former Trust that was dismantled, that needed to be approved also, but as he had explained, the minutes were required by the Sunshine Law.

In response to Mr. Holland's question of whether those minutes needing approval were available, ACA Smith answered yes, adding that the minutes should be scanned and emailed to all the Trust members so they could be reviewed before the next meeting. He also suggested, in terms of moving forward, that the minutes for the Trust meeting be handled in that same manner.

Adjournment

Hearing no further business, the Interim Trust adjourned the meeting at 4:39 p.m.

Robert Holland., Chairperson

TRUST ACTION ITEM

ITEM I.A

ELECTIONS

TRUST ACTION ITEM

ITEM I.B

BUDGET RESOLUTION

The Board of County Commissioners, by virtue of its decision to appoint a new Board charged to reinvent and renew the organization's mission (for the benefit of the Black community and the Miami Dade County Community at large).



***METRO-MIAMI ACTION PLAN TRUST
BOARD OF TRUSTEES
BUDGET RESOLUTION***

WHEREAS: The Metro-Miami Action Plan Trust (MMAP) was established to advocate and be a catalyst to address the disparities that exist between the Black community and the Dade County Community-at-large; and

WHEREAS: MMAP has continually strived to address these disparities through economic development initiatives, housing initiatives, criminal justice sensitivity initiatives, education initiatives and legislative initiatives; and

WHEREAS: MMAP has taken the initiative to seek and acquire dedicated sources of funding for some of these initiatives; and

WHEREAS: These funding sources were acquired for the purpose of addressing the negative conditions in Miami-Dade County; and

WHEREAS: These funding sources have been positively to impact the disparities that exist between the Black community and the Dade-County community-at-large and to assist the entire community; and

WHEREAS: The level of General Fund dollars of the agency has been incrementally reduced during the past ten budget cycles; and

WHEREAS: The current General Funding levels would support only a third of the MMAP staff and maintain operations; and

WHEREAS: The Teen Court and Housing Budget allocations do not impact or effect Miami-Dade County's General Fund levels; and

WHEREAS: The Miami-Dade County Board of County Commissioners (BCC) established an Oversight Committee and an Interim Board of Trustees to assess the viability of MMAP's operations; and

WHEREAS: The Oversight Committee has presented its recommendations to the BCC; and

WHEREAS: A new Board of Trustees have been appointed to govern the operations of the organization; and

WHEREAS: The new Board has not had an adequate amount of time to assess the role of the organization nor time to create a vision for the future of the organization.



NOW THEREFORE: Be it resolved that the Board of Trustees of the Metro-Miami Action Plan Trust calls upon the Board of County Commissioners, The Mayor and the County Manager to restore the original funding levels requested and allow the organization to remain intact, including the Teen Court Program and the Housing program, to ensure that MMAP will continue as an advocate and catalyst for the elimination of the disparities that exist between the Black community and the Dade County Community-at-large.

Robert Holland, Chairman
Metro-Miami Action Plan Trust

Date

TRUST ACTION ITEM

ITEM I.C

**CONGRESSIONAL BLACK CAUCUS
FOUNDATION (CBCF)**



Memorandum



MEMORANDUM OF APPROVAL

To: Members of the MMAP Trust
From: *John Dixon*
John Dixon, Interim Director
Date: August 14, 2009
Subject: Congressional Black Caucus

PURPOSE OF ITEM:

The purpose of this item is for the Trust to approve \$2,300.00 for the Interim Executive Director, to attend the Congressional Black Caucus Foundation's 39th Annual Legislative Conference (ALC) on September 23-26, 2009 in Washington, D.C. The cost for this event will be paid from MMAP Trust general fund account.

BACKGROUND:

The Congressional Black Caucus Foundation (CBCF) presents the Annual legislative Conference each year, typically in September, at the Walter E. Washington Convention Center in Washington, D.C. The major components of CBCF conference are the Issue forums and Brain trusts sessions convened by members of the Congressional Black Caucus. Other major activities include the National Town Hall Meeting, Emerging Leaders Series, the Annual Breakfast and the Annual Awards dinner. The objective of the Annual Legislative Conference is to educate individuals on pressing legislative and policy issues of critical concern to the African American community. The funds are raised during CBCF conference to help fund the educational programs, scholarships and research initiatives sponsored by the Congressional Black Caucus Foundation. The conference will be held Wednesday, September 23-Friday, September 25, 2009 at the Walter E. Washington Convention Center.

FISCAL IMPACT TO AGENCY

The fiscal impact is \$2,300.00 from the MMAP Trust Fund.

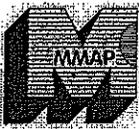
RECOMMENDATION

It is recommended that the MMAP Trust approve the expenditure of \$2,300 from the MMAP Trust Fund for the Interim Executive Director to attend the Congressional Black Caucus Foundation's 39th Annual Legislative Conference held on September 23-25, 2009 in Washington, D.C.

TRUST INFORMATION ITEM

ITEM II.A

**SAILBOAT COVE MMAP MORTGAGE
UPDATE**



EXECUTIVE DIRECTOR'S INFORMATION ITEM

Date: August 13, 2009
To: MMAP Trust Members
From: John Dixon, Interim Executive Director
Subject: Sailboat Cove MMAP Mortgage Update

The Sailboat Cove Ventures, LLC (Sailboat Cove) One Million Dollar (\$1MM) Development Loan originally matured on October 1, 2007. A 12-month extension was granted which matured on October 1, 2008. A brief, sequential update from that point is as follows:

- The *Notice of Default* letter was sent on October 14, 2008, per Mortgage and Security Agreement terms. The letter was received and in reply, Grace Ali, General Manager of Sailboat Cove stated that they could not pay as agreed.
- Loan Re-Structure was explored and formulated with input from County Attorney, Terrence Smith, followed by a meeting in November 2008 with OCED staff to discuss and determine options and procedures.
- At the December 2008 meeting with the MMAP Interim Trust Board, MMAP staff recommended moving forward using a combination of the Buy-Down with Restrictive Covenant Loan and 2nd Mortgage Graduated payment Loan.
- On January 15, 2009, a follow-up meeting was held with OCED to move forward based on the most feasible restructure scenarios, and a meeting between MMAP and Mercantil Commercebank, the first-mortgage lender was suggested for inclusion in the restructure decision process.
- On January 29, 2009, a meeting was held with Mercantil Commercebank, Sailboat Cove, MMAP and Surealty Title, the project closing agent, to discuss best solutions to move construction on Phase 2 of the project forward.
- MMAP Staff and Sailboat Cove (General Mgr., Construction Mgr. & Project Attorney) met with residents of Sailboat Cove on Saturday, February 7, 2009 to hear their grievances and discuss their issues.
- Mercantil Commercebank held a meeting with all the Principals and Guarantors of Sailboat Cove, LLC on or around February 17, 2009 to discuss the status of the project and first-mortgage with Mercantil Commercebank.
- A meeting with Mercantil Commercebank, their attorney, Peter H. Levitt at Shutts & Bowen, LLP and MMAP staff was held on February 20, 2009 where MMAP was informed that the general contractor's (GC's) license associated with construction permits with the City of Opa Locka, also known as the project qualifier, had been removed, without any notice or consent by the lenders, thereby effectively halting any possible project construction.

- A decision at the February 20, 2009 meeting was to have a letter drafted and mailed to Sailboat Cove Ventures, LLC, and their attorney, Carlos A. Mesa, Esq. notifying them of default and non-compliance under first mortgage executed documents and proposing a resolution via an "Agreement to Replace General Contractor and Appoint Construction Comptroller" (hereinafter, The Agreement).
- Responding Sailboat Cove Ventures, LLC Principals and/ or Guarantors have rejected the proposed agreement which was sent to all parties on February 25, 2009. One or more of the Sailboat Cove Ventures, LLC Principals or Guarantors claimed that they did not receive the February 25, 2009 Replacement Agreement from Shutts and Bowen therefore averting have to comply with the stated March 5, 2009 reply deadline.
- Shutts & Bowen re-sent the proposed agreement with receipt confirmations at which point Mercantil Commercebank decided to forego any additional meeting(s) with the principals and their attorneys, and instead chose to initiate a law suit for breach of contract.
- Sailboat Cove Ventures, LLC is now in default of the MMAP Mortgage and Security Agreement, and should the first mortgage lender proceed with any legal action, MMAP would need to join in that action or risk being a party to it.
- Mercantil Commercebank filed a default complaint on March 19, 2009 against the all the Guarantors of the Sailboat Cove project.
- On April 3, 2009 MMAP mailed a letter to the Principals of Sailboat Cove, LLC and their attorney, Carlos Mesa citing their non-compliant action, notifying them of their default status on their MMAP loan obligation and advising them of their need to remedy their default/ non-compliant actions and activities to avoid MMAP taking adverse actions against them.
- Terrence has requested a copy of a MMAP to Mercantil Commercebank Subordination Agreement from Shutts & Bowen for review regarding legal precedents and parameters needed to relay the best available solutions and scenarios for MMAP Trust Board consideration and action.
- On a May 20, 2009 conference call with MMAP Staff, Miami Dade County Attorney Terrence Smith, and Ahmand R. Johnson, attorney representative from Shutts & Bowen, Ahmand Johnson asked (on behalf of Mercantil Commercebank) if MMAP would be willing to initiate foreclosure preceding so that as many legal actions as possible would be occurring to enable a more timely resolution with Sailboat Cove Principals and Guarantors.
- A few days after the Tuesday, May 20th Conference Call with Ahmand R. Johnson, attorney representative from Shutts & Bowen, Mercantil Commercebank filed a "Complaint To Enforce Unlimited Guaranties" against Sailboat Cove Principals and Guarantors.

- In response to the Mercantil Commercebank filed "Complaint", the defendants (Sailboat Cove Principals and Guarantors) responded with a "Defendant's Answer And Affirmative Defenses" filed on their behalf by their attorney, Carlos A. Mesa of Mesa Litigation & Legal Consulting, P.A.
- Mercantil Commercebank has also filed a court request to have the Sailboat Cove Project and Homeowners Association placed in Receivership and appoint a Trustee to oversee the Project and Homeowners Association activities.
- Mercantil Commercebank filed a foreclosure action on June 20, 2009. As a subordinate lien holder, MMAP is name as a defendant. This is customary in a foreclosure action. A copy of the foreclosure complaint was forwarded by MMAP staff to County Attorneys Terrence Smith and Thomas Robertson.
- Miami Dade County Assistant County Attorney, Thomas H. Robertson has filed an answer to the Mercantil Commercebank foreclosure action on MMAP's behalf on July 23, 2009.
- John Dixon and Joann Hicks met with Thomas Robertson to discuss MMAP filing a foreclosure action against Sailboat Cove, LLC and its guarantors along with other possible legal default action that MMAP may take to best protect its interest in the Sailboat Cove Project.

MMAP Staff can answer any questions and provide any details or supporting documents mentioned in the memo or referenced. Thank You.

TRUST INFORMATION ITEM

ITEM II.B

INTERIM MMAP TRUST BOARD MEMBERS HOUSING AND TEEN COURT RECOMMENDATIONS

TRUST INFORMATION ITEM

ITEM II.B

INTERIM MMAP TRUST BOARD MEMBERS HOUSING AND TEEN COURT RECOMMENDATIONS

- ◆ **Interagency Loan Servicing
Agreement**

**INTERDEPARTMENTAL AGREEMENT BETWEEN
OFFICE OF COMMUNITY ECONOMIC DEVELOPMENT
AND
METRO MIAMI ACTION PLAN TRUST**

This agreement is made and entered into by and between the Miami-Dade County Office of Community and Economic Development herein after referred to as "OCED" and Metro Miami Action Plan Trust, herein after referred to as "MMAP". This agreement is effective , 2009

WHEREAS, it is the policy of MMAP to offer second, third and fourth mortgages to assist low-income families with down payment and closing costs assistance, in connection with the acquisition of an affordable housing unit; and

WHEREAS, MMAP has implemented this policy through the establishment of the MMAP Affordable Housing Program; and

WHEREAS, MMAP presently does not have the capacity to service the loans it provides to qualified borrowers through MMAP's Affordable Housing Program; and

WHEREAS, OCED has the capacity to provide loan services; and

WHEREAS, MMAP seeks to have these services provided under the guidelines of the MMAP Down payment and Closing Costs Assistance program; and

NOW, THEREFORE, for and in consideration of the premises and the mutual covenants recorded herein, OCED and MMAP agree as follows:

**ARTICLE I
RESPONSIBILITIES OF THE PARTIES**

MMAP Responsibilities:

- (1) MMAP through its Affordable Housing Program, will: create closing binders, which shall include all supporting documents to support the loan.
- (2) MMAP, will work with the County Attorney's Office, which will review all loan documents for form and legal sufficiency.
- (3) Following approval of by the County Attorney's Office, the County Attorney's Office will work with MMAP to ensure that all closing documents are executed between MMAP and the borrower.

(4) MMAP will submit a loan closing package to OCED's Loan Servicing Unit for each loan closed by MMAP.

(5) The loan closing package shall include a copy of the mortgage and the promissory note, together with a transmittal memorandum containing the MMAP loan number, all borrower information and instructions for the servicing of the set up (form attached). The original loan file, including the closing binder, shall remain with MMAP.

OCED's Responsibilities

(1) OCED through its Loan Servicing Unit, will provide loan servicing support to MMAP for a fee not to exceed twenty and no/100 dollars (\$20.00) per loan (Loan Servicing Fee). The Loan Servicing Fee shall be paid by each borrower.

(2) OCED will set up the MMAP loan in the automated loan servicing system and proceed to monitor the loans on a yearly basis for compliance with the terms and conditions of the loans. The typical MMAP loan carries no monthly payment, therefore servicing will consist of monitoring residency requirements, and payment of property insurance taxes.

(3) In the event of default by the borrower, i.e. through noncompliance with the MMAP guidelines, the loan servicing staff will contact the borrower by telephone and will issue all appropriate notices to the borrower, as prescribed by the loan documents, including but not limited to notices of default.

(4) In the event the Borrower has not cured the default before the expiration of the applicable cure period, OCED will consult with MMAP to determine the appropriate course of action, including referring the matter to the County Attorney's Office to take legal action against the borrower.

(5) OCED shall on a monthly basis submit reports to MMAP. The reports shall include new loans reports payoff reports, and a trial balance which will include all loans being serviced.

(6) The Loan Servicing Unit will establish a cross reference system with OCED's second mortgage loans in order to identify existing MMAP loans when action is taken with the first, second, third and fourth mortgages.

ARTICLE II COMPENSATION

Compensation to OCED will be in the form of a loan setup fee of \$20.00 payable with the submission of the loan file. Other fees, such as payoff,

foreclosure and subordination fees, will be charged directly to the borrower at the time the service is performed.

ARTICLE III TERMINATION

This Agreement may be terminated at any time for any reason by either party giving sixty (60) days written notice to the other party, or may be terminated immediately by OCED in case of failure of MMAP to comply with the terms outlined in this agreement.

ARTICLE IV NOTICE

All notices that may be required under this Agreement shall be in writing and directed to the parties at their respective addresses as follows:

To OCED: Office of Community and Economic Development
701 NW 1 Court, 14 Floor
Miami, Florida 33136
Attn: Shalley Jones-Horn, Director

To MMAP: Metro Miami Action Plan Trust
19 W. Flagler Street, Mezzanine 106
Miami, Florida 33130
Attn: John Dixon, Interim Director

The contact persons for this Agreement are as follows:

As to OCED: Leyani Sosa, Administrative Officer 3
Office of Community and Economic Development
701 NW 1 Court, 14 Floor
Miami, Florida 33136

As to MMAP: Eric Johnson, Housing Administrator
Metro Miami Action Plan Trust
19 W. Flagler Street, Mezzanine 106
Miami, Florida 33130

ARTICLE V MISCELLANEOUS

This Agreement may be amended with the mutual consent of both parties. Amendments shall be in writing and properly executed by both parties.

This Agreement reflects the entire agreement between the parties. There are no additional agreements expressed or implied.

IN WITNESS WHEREOF, the parties hereto have, through their signatures below, execute caused this Interdepartmental Agreement to be executed by their respective and duly authorized officers the day and year first above written, which shall become effective when signed by representatives of OCED and MMAP, whichever is later, and which shall remain in full force and effect until such time this Agreement is terminated.

Office of Community and Economic Development (OCED)

Shalley Jones-Horn, Director

Metro-Miami Action Plan Trust (MMAP)

John Dixon, Interim Director

George M. Burgess
County Manager

Approved for form and legal sufficiency:

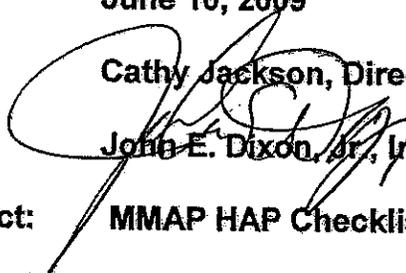
Terrence A. Smith
Assistant County Attorney

DRAFT



Memorandum



Date: June 10, 2009
To: Cathy Jackson, Director, Audit Management Services
From:  John E. Dixon, Jr., Interim Executive Director
Subject: MMAP HAP Checklist

At the request of MMAP Trust Interim Board of Trustees, this correspondence is pursuant to our discussion regarding the **MMAP Trust Homeownership Assistance Program Documentation Submission Checklist** being sufficient for audit purposes. During our conversation, it was agreed that the checklist serves as a resourceful document to ensure that all required information is retrieved and placed in each MMAP HAP recipient's file. We will continue to use this form as an ongoing procedure to capture pertinent information to administer the program. In addition, the Trust will also use the **MMAP HAP Post Closing Audit and Review** form to complete files.

The Trust understands the importance of these documents and the need to obtain and maintain records. The MMAP HAP initiative has served as a vehicle for first time homeowners to create economic empowerment. Since the program inception, the Trust has provided over 5000 families an opportunity to experience the American Dream.

As we move forward, the checklist and audit and review documents will be at the forefront of our housing program operations to ensure compliance.



**Metro-Miami Action Plan Trust
Homeownership Assistance Plan Program
Documentation Submission Checklist**



MMAP File # _____ **Borrower Name** _____

Lender/ Broker Name _____ **Company Name** _____

Please submit complete, legible documents in listed stacking order. Files not submitted in proper order will delay processing. Incomplete files may not be processed at all, and/ or may have funding reservation canceled. Faxed or emailed files will not be accepted.

- MMAP-HAP "Application and Assistance Request Form" (Attachment A-C)**
- MMAP Underwriter Cert. Form (may be sent after MMAP approval)**
- Good Faith Estimate**
- MMAP-HAP Rider (Attachment B)**
- Fully Executed Contract**
- Loan Commitment Letter(s), including conditions**
Note: Must include Funding Lender Commitment AND any other applicable DAP/ Subsidy or Superior Lien Commitment Letter(s)
- FNMA Form 1008 or Loan Underwriter Analysis Form**
- Homebuyers Education Certificate (Attendance date <= 12 months required)**
- Title Commitment w/ MMAP endorsement (should be sent after MMAP approval)**
- 3 Months of Bank Statements**
- 3 Years signed Tax Returns (1040's – all pages) OR IRS Letter of Non-Filing**
- Full FNMA Form 1003**
- MMAP HAP Early Default Intervention/ Foreclosure Prevention Notice**
- MMAP Zero Income Affidavit (if applicable)**
- Permanent Certificate of Occupancy (as applicable on new construction)**
- IRS Forms 4506 or 8821**

File Comments or Notes: _____

TRUST INFORMATION ITEM

ITEM II.B

INTERIM MMAP TRUST BOARD MEMBERS HOUSING AND TEEN COURT RECOMMENDATIONS

◆ Teen Court

MIAMI-DADE COUNTY TEEN COURT (M-DCTC)
Response to the Interim Board Actions and Recommendations

Interim Board Recommendation #1.

Chairperson Holland recommended that MMAP staff create a list of elected officials of various municipalities and invite them to come to the Teen Court sessions. He also recommended that the Interim Trust members request the support of the Oversight Board members in order to push this program to the next level.

M-DCTC Response:

Letters were sent to all of the elected officials on 03/23/09 and 06/19/09 as follows: Board of County Commissioners, County Major, County Manager, School Board Members, Mayors and City Commissioners for the cities of Florida City, Homestead, Opa Locka, Miami Gardens, Miami and North Miami.

Teen Court Staff followed up with phone calls to obtain a response and the date that the official would like to attend. Teen Court staff will continue to follow-up with the elected officials.

Interim Board Recommendation #2.

Chairperson Holland concurred with Reverend Dunn's suggestion that testimonies should be received from students as they matriculated through the Teen Court program and filed in order to substantially support the viability that Teen Court had in the community.

M-DCTC Response:

The Teen Court staff is in the process of obtaining testimonies from the participants and their parents. One such testimony was included in the taping of the mock court trial by Channel 10 news station wherein the youth volunteer tells his story of the positive impact Teen Court has had on his life.

Interim Board Recommendation #3.

Chairperson Holland recalled discussion from the past Interim Trust meeting, and requested that MMAP staff help generate a report on both the MMAP HAP and Teen Court Programs by listing the program's successes, documentation or programmatic issues, etc., and recommendations made by the Interim Trust members.

M-DCTC Response:

Teen Court has had a number of successes this year as follows:

1. 358 Youth successfully completed the Teen Court Program
2. Teen Court maintains a 7% recidivism rate.
3. 250 youth participated in the second annual Teen Court Youth Speaking Out Against Violence Conference and a report of the recommendations was generated.
4. 121 youth volunteered for the attorney training held at St. Thomas University Law School.
5. M-DCTC was observed by a number of groups including a Boy Scout Troop, County Club Middle School, Edison and Jackson Senior High schools and a delegation from Thailand.
6. M-DCTC brochure was revised and updated.
7. Quarterly Newsletter developed and distributed throughout the county.
8. M-DCTC staff took an information gathering trip to Sarasota to observe their Teen Court in order to enhance the functioning of the M-DCTC.
9. M-DCTC was very active in Community Outreach this year including:
 - M-DCTC participated with the City of Miami Summer Camp Program at the Black Police Officer Museum in conjunction with the Retired Police Officers and Commissioner Michelle Spence-Jones in Overtown. M-DCTC staff participated in the planning of the event and provided a workshop on Ethics to 42 youth.
 - M-DCTC partnered with Commissioner Dottie Johnson to provide a Teen Conference on Violence in the city of Opa Locka.
 - M-DCTC partnered with Commissioner Audrey Edmonson as a participant in a Health and Info Fair at the Caleb Center.
 - M-DCTC partnered with Commissioner Michelle Spence-Jones and the Carrie Meek Foundation as a participant in a Back2School Splash at Opa Locka Airport.
 - M-DCTC partnered with Commission Jose "Pepe" Diaz as a participant in Job and Resource Fair at the Firefighters Memorial Building.
 - M-DCTC partnered with the City of Miami Police Department as a participant in the 26th Annual Night Out Bayfront Park.
 - M-DCTC partnered with Commissioner Michelle Spence-Jones Back-to-School Health and Safety Fair at Gibson Park.
 - M-DCTC partnered with the City of Miami Police Department as a participant in the Health and Safety Fair at Grapeland Park.

Interim Board Recommendation #4.

It was moved by Reverend Richardson that MMAP staff prepare a report on the various sectors of the audit report and include the response and recommendations made by the interim Trust regarding both MMAP HAP and Teen Court programs.

M-DCTC Response:

No comments regarding the M-DCTC program were listed in the audit report, therefore no response from the Teen Court is needed.

Interim Board Recommendation #5.

In terms of meeting programmatic needs, Chairperson Holland recommended that in order to market the program better, MMAP'S staff needed to involve political leadership and invite them to some of the Teen Court sessions.

M-DCTC Response:

Letters were sent to all of the elected officials on 03/23/09 and 06/19/09 as follows: Board of County Commissioners, County Mayor, County Manager, Schools Members, Mayors and City Commissioners for the Cities of Florida City, Homestead, Opa Locka, Miami Gardens, Miami and North Miami.

Teen Court Staff followed up with phone calls to obtain a response and the date that the official would like to attend. Teen Court staff will continue to follow-up with the elected officials.

Interim Board Recommendation #6.

Chairperson Holland suggested that MMAP staff request legal advice from the County Attorney's Office regarding access to the County or MDCPS media outlets in order to do a (30 – 45) minute segment with participants who signed a waiver and use the segments as marketing tools.

M-DCTC Response:

By law actual defendants cannot be video taped however, a mock trial can be set-up and those persons video taped. It has always been the practice of M-DCTC to obtain waivers of all youth who are video taped for marketing purposes.

Interim Board Recommendation #7.

Chairperson Holland commented that a full analysis of the staffing aspect of the Teen Court program would provide necessary data for the possible elimination of costs for unnecessary positions.

M-DCTC Response:

A full analysis was made of the Teen Court program staffing and it was determined that the only position that could be eliminated or was unnecessary is one Administrative Officer 2 position. This position does not improve the Teen Court program and the duties that this position is responsible for, can be performed by the other staff members in the organization.

Interim Board Recommendation #8.

It was moved by Father Barry that MMAP staff provide a budget that outlined expenses for the Miami-Dade County Teen Court Youth Conference to the Interim Trust.

M-DCTC Response:

The budget for the Teen Court Youth Conference was provided to the Interim Trust Board members at the April 1, 2009 meeting.

TRUST INFORMATION ITEM

ITEM II.C

SOCIAL COMPACT



INTERIM EXECUTIVE DIRECTOR'S INFORMATION ITEM

TO: Members of the MMAP Trust

FROM: John Dixon
[Signature]
Interim Executive Director

DATE: August 13, 2009

SUBJECT: Social Compact Study

PURPOSE OF ITEM

The proposed new Trust mission is to *ensure the equitable participation of Blacks in Miami-Dade County's economic growth through advocacy and monitoring of economic conditions and economic development initiatives in Miami-Dade County.* MMAP staff met with Social Compact representatives to discuss what they do and the potential of collaborating with their organization regarding our annual report and scorecard.

BACKGROUND INFORMATION

Social Compact

Social Compact is a non-profit organization that breaks down barriers to public investment in underserved urban areas. Since its founding in 1990, the organization has become a powerful force for change in overlooked urban markets by delivering the reliable, representative, and up-to-the-minute information about a community's economic health needed to make critically important investments possible and partnering with investors, municipalities, and community leaders to leverage this valuable information in the decision-making process. Over the last decade, Social Compact has focused its work on the development and deployment of a collection of innovative economic and demographic analyses custom tailored for inner-city neighborhoods. When these analytical tools, most often as part of a Social Compact DrillDown profile are applied to a wide range of transactional data sets, the resulting information is an invaluable tool for attracting local investment. Findings have been successfully used by cities and businesses to provide quality financial and municipal services, encourage property as well as small business development and attract retail investment.

Unlike most other methodologies Social Compact's analyses are not derived from census data and are calibrated to measure the vibrant, informal economies of underserved urban areas, integrating information about real estate, consumer expenditures, utility usage, bill payments and other critical factors. The organization's

groundbreaking research replaces outdated and outmoded, deficiency-based data on lower-income communities with current and reliable market analysis.

More than 20 cities have collaborated with Social Compact to conduct analyses in over 350 urban neighborhoods. Because Social Compact is uniquely able to statistically capture the real-life picture of a community's economic health, it can incisively identify and quantify opportunities in areas traditionally overlooked and underserved by businesses, financial establishments, and other services. Social Compact's reports, and the investment that often follows, can catalyze the redefinition of a neighborhood's business profile, create jobs, bolster the tax base, improve the availability of goods, and help create better-served, healthier, and safer neighborhoods.

The MMAP Oversight Review Board Report recommended that MMMAP present an annual scorecard that reflects the performance of those entities, (both public and private) charged with and funded to improve conditions in blighted communities. In addition, the Oversight Review Board Report expressed the new Board of Trustees conduct a disparity study to ensure that it begins its new direction from a current perspective on economic conditions of Blacks in Miami Dade County. Therefore, it is vital that an organization such as Social Compact be identified to utilize its resources in an effort move the agency in a new direction.

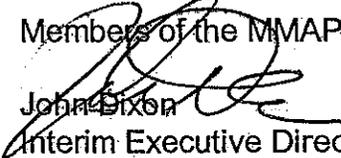
TRUST INFORMATION ITEM

ITEM II.D

TEEN COURT MONTHLY REPORT



INTERIM EXECUTIVE DIRECTOR'S INFORMATION ITEM

TO: Members of the MMAP Trust
FROM: 
John Dixon
Interim Executive Director
DATE: August 12, 2009
SUBJECT: Comprehensive Teen Court Report for July 2009

PURPOSE OF ITEM

The purpose of this item is to inform the Metro-Miami Action Plan Trust (MMAP) Board of Miami-Dade County Teen Court (M-DCTC) activities for the month of July.

BACKGROUND INFORMATION

Program Activities

July 15, 2009: M-DCTC in collaboration with Miami-Dade County Corrections and Rehabilitation—Boot Camp program afforded eighteen (18) Teen Court youth an opportunity to attend the Boot Camp Tour held at the Corrections' Boot Camp facility. The Boot Camp Tour serves as a crime prevention and intervention tool, providing participants with an understanding of the Boot Camp Program, and the consequences of engaging in negative actions.

July 17, 2009: M-DCTC participated with the City of Miami's Summer Camp Program in an activity held at the Black Police Officer Museum in Overtown. M-DCTC's contribution to the event included providing workshops on Ethics, presented by Frank J. Tarrau, Teen Court Training Specialist. Further, an overview of the program, appeal for volunteerism with the M-DCTC program, presentation of successes and accomplishments of Teen Court, was led by Anthony D. Williams, Teen Court Program Director, and Dr. Pamela Green, Psychological Services Coordinator of M-DCTC. The presentation lasted for approximately two hours and was attended by forty-two (42) youth ages 12 to 17.

July 28, 2009: Boy Scout Troop 83 visited Teen Court's South court operation held at the South Dade Government Center. A total of twenty-two (22) young men, ages 5 to 17, along with Ms. Mary, Trujillo, Troop leader and others, received an orientation on the M-DCTC peer-jury trial diversion process, and its relation to the traditional juvenile court system. In line with this orientation process, guests were afforded an opportunity to view Teen Court in action by observing a hearing. Various members of the troop expressed interest in volunteering their services with M-DCTC in the future as well as

the troop leader exclaimed that she would share program information with other Troops, and encourage them to support Teen Court through their attendance.

July 28th and 29th of 2009: M-DCTC staff conducted *Victim's Awareness Panel Workshop*-an interactive workshop that sparks dialogue between participants, parents and/or guardians. Thirty-three (33) individuals comprised of both program participants and their parents discussed the value of forgiveness, restoration, and repair of lost trust as well as how various crimes committed impact the family and community.

Program Performance

Referrals: M-DCTC received a combined total of thirty (30) referrals from various juvenile justice agencies, to include the Juvenile Services Department (JSD), and Miami-Dade County State Attorney's Office on behalf of Broward County Teen Court (BCTC). M-DCTC assists BCTC with co-monitoring cases involving youth who have committed crimes in Miami-Dade County although residing in Broward County.

Community Service: Teen Court Students participated in community service totaling six hundred twenty-eight (628) hours. This included three-hundred seventy-two (372) performed by defendants, one hundred seventy-five (175) generated by youth volunteers, and eighty-one (81) community service hours were provided by adults from the community serving as jury monitors as well as legal professionals volunteering as judges, presiding over Teen Court hearings.

Marketing

Ongoing: MMAP's Office of Public Information and Marketing division collaborates with Teen Court staff in formulating media strategy. Through these efforts, the last issue of *Teen Court Making a Difference in Teens' Lives Newsletter* was ready for distribution as of June 2009, and covered 2nd Quarter events, which highlighted Teen Court youth volunteer, Jessica Moscoso and adult volunteer judge, Ira Gordon, Esq. for their dedication to the Teen Court program and the community. Additionally, the newsletter showcased program strengths and other news worthy information, affirming Teen Court as a viable youth diversion program, instrumental in developing today's teens for tomorrow's leadership.

Offender Information for July 2009

Referrals per fiscal year:

12/31/98 – 09/30/99	334	Carried Over	3,265
10/01/99 – 09/30/00	506	10/01/08 – 10/31/08	46
10/01/00 – 09/30/01	323	11/01/08 – 11/30/08	37
10/01/01 – 09/30/02	336	12/01/08 – 12/31/08	33
10/01/02 – 09/30/03	293	01/01/09 – 01/31/09	25
10/01/03 – 09/30/04	390	02/01/09 – 02/28/09	53
10/01/04 – 09/30/05	267	03/01/09 – 03/31/09	64
10/01/05 – 09/30/06	215	04/01/09 – 04/30/09	31
10/01/06 – 09/30/07	245	05/01/09 – 05-30/09	33
10/01/07 – 09/30/08	356	06/01/09 – 06/30/09	32
		07/01/09 – 07/31/09	30
	3,265	Total Referrals	3,649

Monthly Sanctions for Referrals Completed (July 2009)

Anti-Theft Class Attendees	30	Jail Tour Attendees	18
Curfew	0	Jury Duties Completed	297
Declined referrals	0	Letter of Apology/Closed Cases	29
Educational Workshops		Peer Circle Attendees	15
(Substance Abuse Attendees)	22	Restitution	0
Essay Completed/Closed Cases	36	Victim Awareness Panel	
Ethics Workshops Attendees	25	Workshop Attendees	33
Hours of Community Service/ Closed Cases	628	Verbal Apology to Parent	26

Offenses and Number of Charges:

Note: Some defendants have multiple charges

Affray	
Battery	1
Burglary	
Criminal Mischief	
Disruption of School Function	
Disorderly Conduct	1
Domestic Assault	
Fighting/battery	
Fraud/Forgery/False ID	
Graffiti	
Grand Theft	1
Loitering/prowling	
Obstruction of Justice	1
Petit Theft	9
Possession of Alcohol	
Possession of Drugs	1
Possession of Paraphernalia	
Possession of Weapons	
Resisting Arrest w/o Violence	1
Retail Theft	16
Soliciting	
Theft (not grand)	
Trespassing	
Trespassing in Conveyance	
Traffic Offense	
Other Obstruction by Deceit	1

Referral Sources:

Department of Juvenile Justice	2
Metro-Dade School Board	
School Based Referral	0
Civil Citation Program	21
State Attorney's Office	7
Other Agencies	0

Age:

Eight	
Nine	
Ten	
Eleven	1
Twelve	1
Thirteen	4
Fourteen	5
Fifteen	7
Sixteen	9
Seventeen	3
Eighteen	0

Race:

African American	16
Caucasian	1
Hispanic	13
Oriental	0
Unknown	0

Gender:

Female	13
Male	17

Commission Districts July 2009:

1	1	7	3	13	0
2	2	8	0	Broward	7
3	2	9	1		
4	4	10	1		
5	3	11	3		
6	2	12	1		

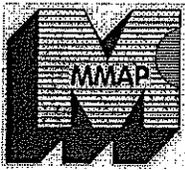
Commission Districts for Fiscal Year 10/01/08 – PRESENT:

1	36	7	20	13	2
2	51	8	13	Broward	71
3	31	9	30		
4	37	10	23		
5	22	11	15		
6	19	12	4		

TRUST INFORMATION ITEM

ITEM II.E

HOUSING MONTHLY REPORT



METRO MIAMI ACTION PLAN TRUST HOMEOWNERSHIP ASSISTANCE PLAN PROGRAM

July 2009

HOMEOWNERSHIP ASSISTANCE PROGRAM

During the period of July 1, 2009 thru July 31, 2009, Twenty-Four (24) families purchased homes resulting in a total of \$130,559.00 in MMAP HAP mortgages. During the period from July 1, 2009 thru July 31, 2009, Twenty (20) MMAP HAP submitted applications generated \$2,596,005.00 in first mortgages, \$551,250.00 in Miami Dade County administered subsidy program mortgages and \$131,020.00 in other subsidy program mortgages were submitted. The HAP program has thereby increased Miami Dade County's property tax roll by an estimated \$60,000.00 for July 2009 (see Attachment for statistical details).

HAP TRAINING SEMINARS

Funds are allocated based on a monthly cash position analysis. New file submissions are taken from the 15th through the end of every month. Funding analysis is conducted during the first half of every month. The last Certification Workshop was held on July 9, 2009 at the RAMB (Realtors Association of Miami & the Beaches) Office at 700 S. Royal Poinciana Blvd., Miami). Eighty-Five (85) mortgage and real estate industry professionals attended this Workshop. Workshops are generally held every 6-8 weeks, where real estate agents/brokers, developers, mortgage lenders, mortgage brokers and title/closing agents attend to become certified for participation in MMAP HAP and learn about subsidy program qualification. Application/Agreements are completed, plus individual and/or company licensing information is gathered for better monitoring and tracking purposes. Updated list should be posted on the MMAP website in September.

MMAP HAP SPECIAL INITIATIVES

District 3 Teachers Initiative

- Six (6) have closed to date, one (1) currently in-process at the MMAP office, and three (3) borrowers in various stages of processing or qualification with their selected lender. \$150,000 of the \$400,000 reserved allocation has been disbursed to date and an additional \$100,000 has been reserved for files in process (see chart for details).
- There are a total of sixteen (16) teachers that will be funded on a first-come, first-serve basis for this initiative provides \$25,000 to full-time teachers who currently teach at a Miami Dade County Public School located in Commission District 3 and commit to teaching at a District 3 school for at least five (5) years after they close.

HOMEOWNERSHIP EDUCATION & OUTREACH

- o MMAP was a participating exhibitor at the Congressional Black Caucus Foundation (CBCF) Economic Recovery Forum on July 18, 2009 held at the Kovens Conference Center on the FIU North Campus complex. Workshops and presentation were made on the American Recovery and Reinvestment Act of 2009 (ARRA) provisions and how it has and will play a role in revitalizing Miami Dade County's predominantly African American/ Black communities as well as other Miami Dade County communities in need of economic stimulus. MMAP staff distributed Housing assistance Program materials to interested First-Time Homebuyers, Teen Court information to interested parents and youth in attendance and general information on MMAP Trust initiatives and efforts to the approximately 250 attendees.
- o Attended the South Florida Board of Realtors (SFBOR) Installation of Officers event on July 23rd held at Hallandale Beach Cultural Community Center. There were numerous MMAP HAP approved partners (realtors, lenders, mortgage brokers and closing agents) in attendance and MMAP HAP staff also networked with potential new partners. The Miami Dade County Mayor's Office had a representative in attendance that presented an award to incoming SFBOR President, Danny Felton, President and CEO of The Mortgage Experts which is located in Miami Gardens. City of Miami Gardens Mayor, Shirley Gibson was the Guest Speaker and also presented an award to Mr. Felton.

MMAP HAP DISTRICT 3 TEACHER INITIATIVE

Initiative Recipient & Waiting/ In-Process List

APPLICANT(S) NAME & ADDRESS	PURCHASING ADDRESS (IF APPLICABLE)	PURCHASE PRICE	BCC DISTRICT	REMARKS/ COMMENTS
Nora Janvier	910 NW 89 Street Miami, FL 33150	\$244,000	2	Closed 11/20/2007
Mylene Horn	21001 NW 14 Place, Unit #245 Miami, FL 33169	\$215,198	1	CLOSED 8/14/2008
Carol D. Reinhart	1610 NW 60 Street Miami, FL 33142	\$215,000	2	CLOSED 10/31/2008
Mica Exantus	20805 NE 8 Court Miami, FL 33179	\$57,000	1	CLOSED 3/13/2009
Jolayne Tullis	20444 NW 19 Avenue Miami Gardens, FL 33056	\$140,000	1	CLOSED 6/26/2009
Agnes Harris Ellberg	20425 NW 15 Avenue, #b6 Miami, FL 33169	\$119,900	1	CLOSED 8/07/2009
Deborah Hawkes				Contact Rec'd 1st Mortgage In-Process @ MMAP

APPLICANT(S) NAME & ADDRESS	PURCHASING ADDRESS (IF APPLICABLE)	PURCHASE PRICE	BCC DISTRICT	REMARKS/ COMMENTS
Anthony Sawyer, Jr. (and wife - Leatrice Sawyer)				Lender file being updated. Pending MIMAP Submission
Rachel Garrard				Property fall through - New property search Needs update
Minka Foley				Property fall through - New property search Needs update

TOTAL INITIATIVE ALLOCATED FUNDS \$400,000

minus

6 Closed Loans (actual total \$147,000 *) \$150,000

TOTAL REMAINING INITIATIVE FUNDS \$250,000

RESERVED AND PENDING FUNDS

1 Loan In-Process at MIMAP Office \$25,000

1 Files Reserved - Pending Submission \$25,000

2 Pending new contracts \$50,000

4 Files w/ Reserved Funds \$100,000

6 Remaining Unreserved Slots \$150,000

TOTAL REMAINING INITIATIVE FUNDS \$250,000

		
General Statistics	Jul-09	YTD July 2009
Total Applicants	20	224
Total Loans	24	197
Total MMAP Funding	\$130,559.00	\$1,296,320.00
Total Purchase Price(Applicants)	\$2,596,005.00	\$33,116,802.00
Average Sales Price	\$129,800.25	\$147,842.87
Total amount in 1st Mortgages(Applicants)	\$1,863,155.00	\$23,696,639.00
Average 1st Mortgage	\$93,157.75	\$105,788.57
Total Amt SURTAX Funding(Applicants)	\$551,250.00	\$4,886,099.00
Other Loans(Applicants)	\$131,020.00	\$3,913,958.50
Estimated Increase to Tax Base(Funded)	\$60,000.00	\$492,500.00
Head of Household Loans		
Female	13	106
Male	11	91
Total	24	197
Ethnicity Loans		
Black	12	94
Hispanic	10	93
White	1	8
Other	1	2
Total	24	197
Median Income Level Loans		
Very Low	3	31
Low	11	85
Median	4	38
Median Moderate	6	43
Total	24	197
Commission District Loans		
District 1 - Barbara Jordan	7	58
District 2 - Dorin D. Rolle	1	23
District 3 - Audrey Edmonson	5	36
District 4 - Sally A. Heyman	0	1
District 5 - Bruno A. Barreiro	0	1
District 6 - Rebecca Sosa	0	5
District 7 - Carlos A. Gimenez	0	2
District 8 - Katy Sorenson	7	29
District 9 - Dennis C. Moss	2	27
District 10 - Javier D. Souto	0	3
District 11 - Joe A. Marinez	0	1
District 12 - Jose "Pepe" Diaz	1	8
District 13 - Natacha Seijas	1	3
Total	24	197

TRUST INFORMATION ITEM

ITEM II.F

FISCAL MANAGEMENT REPORT

METRO-MIAMI ACTION PLAN TRUST

FISCAL MANAGEMENT REPORT

AS OF JULY 31, 2009

METRO-MIAMI ACTION PLAN TRUST

ADMINISTRATION (G.F.)

FISCAL MANAGEMENT REPORT FY 08/09

As of July 31, 2009

Subobject	Description	Budget	Actual	Balance
00110	SALARIES	537,000	384,560	152,440
01010	FRINGES	144,900	123,388	21,512
01111	ADMINISTRATIVE CHARGES	-500,000	-150,000	-350,000
21110	MANAGEMENT SERVICE	68,000	28,000	40,000
22350	BOTTLED WATER & CH	300	253	47
22430	OTHER OUTSIDE CONT	500		500
23210	GENERAL LIABILITY	12,700	12,700	0
24130	MAINT & REPAIR:OFF	500	896	-396
24571	P.C. MAINT	4,000	3,868	132
24630	RADIO MAINTENANCE	1,100		1,100
25330	COPY MACHINE RENTA	8,000	5,005	2,995
25360	OTHER COMM EQUIP R	300		300
25511	PAYMENTS TO LESSOR	162,000	118,342	43,658
26028	GSA SERVICE TICKET	3,000	310	2,690
26040	GSA WORK ORDERS	3,000		3,000
26050	GSA PRINTING & REP	4,000	8,435	-4,435
26051	GSA POSTAGE	2,000	444	1,556
26062	FM LT EQ MILEAGE	3,500	1,155	2,345
26067	FM POLICY CHARGES	1,000		1,000
26068	FM ACC/ABU/MOD	2,500		2,500
26077	FM-POOL VEHICLE HO	2,000	515	1,485
26110	DATA PROCESSING SE	3,000	5,900	-2,900
26610	COURT REPORTING	1,000	453	547
31010	TELEPHONE-REGULAR	15,900	9,203	6,697
31011	TELEPHONE-LONG DIS	2,000	1,567	433
31015	CELLULAR PHONE SER	6,000	3,891	2,109
31018	OTHER COMMUNICATIO	1,400		1,400
31110	PUBLICATIONS	2,000	949	1,051
31120	SUBSCRIPTIONS	100		100
31130	MEMBERSHIPS	500		500
31210	TRAVEL EXPENSE-U.S	5,500	611	4,889
31220	REGISTRATION FEES	500		500
31320	PARKING REIMBURSEM	800		800
31410	LEGAL ADS AND PUBL	4,000		4,000
31420	PROMOTIONAL	4,000	850	3,150
31430	GENERAL PUBLICITY	4,000	9,380	-5,380
31450	PUBLIC RELATIONS	4,000		4,000
31460	COMMUNITY NEWSPAPE	5,000		5,000
31465	RADIO/TV/CABLE ADV	5,000		5,000
31510	OUTSIDE PRINTING	2,000	90	1,910
31520	GRAPHIC SERVICES	1,000		1,000

METRO-MIAMI ACTION PLAN TRUST

ADMINISTRATION (G.F.)

FISCAL MANAGEMENT REPORT FY 08/09

As of July 31, 2009

Subobject	Description	Budget	Actual	Balance
31522	PHOTOGRAPHIC SERVI	500		500
31540	SIGNS READY MADE	100	126	-26
31611	POSTAGE-REGULAR MA	4,000	419	3,581
31612	EXPRESS MAIL	300		300
31910	PETTY CASH EXPENDI	1,000		1,000
32010	INSERVICE TRAINING	5,000		5,000
32020	EDUCATIONAL SEMINA	1,500		1,500
33016	EMPLOYMENT PROCESS	500	798	-298
33021	EMPLOYEE RECOG. AW	600		600
33050	OTHER GENERAL OPER	3,500	701	2,799
33052	PURCHASING CARD EX	1,500		1,500
43231	COMMUNICATION EQUI	3,000		3,000
47010	OFFICE SUPPLIES/OU	2,000	310	1,690
47011	GSA CENTRAL SERVIC	12,000	3,937	8,063
49310	CLOTHING AND UNIFO	500		500
49611	VIDEO SUPPLIES & E	1,000	155	845
60620	GRANTS TO OTHERS	95,000		95,000
95020	PERSONAL COMPUTER	4,000		4,000
95023	SOFTWARE PACKAGES	3,000		3,000
	EXPENDITURE TOTAL	667,000	577,211	89,789

METRO-MIAMI ACTION PLAN TRUST

HOUSING ASSISTANCE PROGRAM

FISCAL MANAGEMENT REPORT FY 08/09

As of July 31, 2009

Subobject	Description	Budget	Actual	Balance
R31900	OTHER TAXES	1,300,000	567,970	732,030
R36100	INTEREST EARNINGS	30,000	7,740	22,260
	CARRYOVER	613,000	1,305,220	-692,220
R36900	OTHER MISCELLANEOUS	250,000	420	249,580
R38900	OTHER NON REVENUE(492,000	97,519	394,481
	REVENUE TOTAL	2,685,000	1,978,869	706,131
	00110 SALARIES	251,000	228,144	22,856
	01010 FRINGES	79,000	65,550	13,450
	01111 ADMINISTRATIVE CHARGES	200,000		200,000
	26616 RECORDING FEES	1,000	420	580
	31420 PROMOTIONAL	4,000	806	3,194
	31465 RADIO/TV/CABLE ADV	4,000		4,000
	31510 OUTSIDE PRINTING	1,000		1,000
	31611 POSTAGE-REGULAR MA	500		500
	32010 INSERVICE TRAINING	2,000	1,102	898
	47011 GSA CENTRAL SERVIC	1,000		1,000
	60620 HAP PROGRAM	2,138,000	1,296,820	841,180
	61638 OFFICE FURNITURE	500		500
	78030 ESCROW AGENT		100	-100
	95020 PERSONAL COMPUTER	2,000		2,000
	95021 COMPUTER EQUIPMENT	1,000		1,000
	EXPENDITURE TOTAL	2,685,000	1,592,942	1,092,058

METRO-MIAMI ACTION PLAN TRUST

TEEN COURT PROGRAM FISCAL MANAGEMENT REPORT FY 08/09

As of July 31, 2009

Subobject	Description	Budget	Actual	Balance
R35900	OTHER FINES AND/OR	1,200,000	896	1,199,104
	CARRYOVER	1,104,000	1,202,518	-98,518
R36100	INTEREST EARNINGS	30,000	2,252	27,748
	REVENUE TOTAL	2,334,000	1,205,666	1,128,334
	00110 SALARIES	791,000	535,026	255,974
	01010 FRINGES	270,000	167,249	102,751
	01111 ADMINISTRATIVE CHARGES	250,000	125,000	125,000
	22310 SECURITY SERVICES	3,300	10,659	-7,359
	21110 MANAGEMENT SERVICES		1,240	1,240
	22350 BOTTLED WATER & CH	200	36	164
	22430 OTHER OUTSIDE CONT		289	-289
	22351 CONTRACTED FOOD SERV	35,000	34,329	671
	24130 MAINT & REPAIR:OFF	1,000	4,429	-3,429
	24571 P.C. MAINT	500		500
	25330 COPY MACHINE RENTA	4,500	2,692	1,808
	25360 OTHER COMM EQUIP R	300		300
	25511 PAYMENTS TO LESSOR	43,000	9,927	33,073
	26028 GSA SERVICE TICKET	1,500		1,500
	26032 GSA AFTER HRS CHARGES		5,265	
	26050 GSA PRINTING & REP	1,500	6,938	-5,438
	26051 GSA POSTAGE	300	227	73
	26062 FM LT EQ MILEAGE		3,308	-3,308
	26077 FM-POOL VEHICLE HO		2,806	-2,806
	26211 FIRE SERVICES	200		200
	31130 MEMBERSHIPS	200		200
	31210 TRAVEL EXPENSE-U.S	3,000	1,489	1,511
	31220 REGISTRATION FEES	500	600	-100
	31420 PROMOTIONAL	3,000	5,715	-2,715
	31430 GENERAL PUBLICITY	4,000		4,000
	31540 SIGNS READY MADE	500		500
	31611 POSTAGE-REGULAR MA	500	1,559	-1,059
	32010 INSERVICE TRAINING	2,000	680	1,320
	32020 EDUCATIONAL SEMINA	1,000		1,000
	32021 EDUCATIONAL MATERI	500		500
	32129 REIMB OF G&A EXPEN	3,200		3,200
	33016 EMPLOYMENT PROCESS	500		500
	47011 GSA CENTRAL SERVIC	3,500	5,953	-2,453
	47012 MISCELLANEOUS SUPP	500		500
	47030 EDP SOFTWARE PACKA	1,000		1,000
	49310 CLOTHING AND UNIFO	1,000		1,000
	60240 OTHER TRANSPORTATION	6,000	5,101	899
	60620 GRANTS TO OTHERS	891,800		891,800
	95020 PERSONAL COMPUTER	4,000		4,000
	95021 COMPUTER EQUIPMENT	2,000		2,000
	95039 MAJOR EQUIPMENT LE	3,000		3,000
	EXPENDITURE TOTAL	2,334,000	930,517	1,411,228

METRO-MIAMI ACTION PLAN TRUST**ECONOMIC DEVELOPMENT****FISCAL MANAGEMENT REPORT FY 08/09**

As of July 31, 2009

<u>Subobject</u>	<u>Description</u>	<u>Budget</u>	<u>Actual</u>	<u>Balance</u>
00110	SALARIES	54,000	27,840	26,160
01010	FRINGES	19,000	7,976	11,024
01111	ADMINISTRATIVE CHARG	50,000	25,000	25,000
31420	PROMOTIONAL			-11,588
47011	GSA CENTRAL SERVIC		927	-927
60620	GRANTS TO OTHERS	207,000		207,000
<u>EXPENDITURE TOTAL</u>		330,000	61,742	256,670

TRUST INFORMATION ITEM

ITEM II.G

PUBLIC INFORMATION



TO: Metro-Miami Action Plan (MMAP) Trust Board
THRU: John Dixon, Interim Executive Director
DATE: August 11, 2009
SUBJECT: Marketing and Office of Public Information Report

For your review please find below the resources that were implemented to help the agency reach its audience via visual communications and printed information.

Offices of Marketing and Public Information provided assistance to the MMAP Trust, action committees, CBO's, and to residents announcing MMAP programs and initiatives created for community empowerment. A multi-mix of collateral materials and promotional information were utilized to deliver the MMAP message including: letters, flyers, radio and newspaper advertising placement, news articles, press releases, photos, website event placement and updates, email listings, and other functions. All are available for your review and comply with county branding.

- A. The unit provides support to the Interim Executive Director, Economic Development Unit, Housing Assistance Program, Teen Court Program, Procurement/Purchasing Liaison, Fiscal Unit and other operations of the agency.
- B. Post all meetings for New Board, Oversight and Interim Board meetings along with other agency notifications.
- C. Responded to several media inquiries from ABC WPLG Channel 10, CBS 4 South Florida, Miami Times, and New Times.
- D. Scheduling studio photo head shots of each Trust Member prior to a future board meeting.
- E. Designing letterhead for printing displaying new Trust members (after elections).
- F. Miami-Dade County Teen Court Program
 - 1. Updated Webpage to reflect correct current, phone numbers, and locations.
 - 2. Additional assistance was provided with the printing of various collateral materials, promotional items and marketing for the program.
 - 3. Developed press releases regarding the programs initiatives.
 - 4. Wrote, designed, and completed layout and printing schedule for Teen Court Newsletter Issues No. 1 & 2.
 - 5. Created and designed layout and printing schedule for Teen Court Newsletter Issue No. 3.
 - 6. *Second Annual Youth Speaking Out Against Nonviolence Conference*

Creating Solutions for Change

May 18, 2009 • 8:00 AM – 1:30 PM – Hilton Miami Downtown

- a. Designed and printed information flyer for distribution
 - b. Placed email version of flyer on website
 - c. Created press release and disseminated to local media
 - d. Designed and printed day of event program
 - e. Designed and printed certificates
 - f. Ordered plaques for volunteer judges
 - g. Designed and printed VIP Invitations
 - h. Placed VIP email version of invitations on website
 - i. Assisted with design and purchase of novelty items distributed to conference participants.
 - j. Photos documenting the event are on file
 - k. Created, designed and printed sixteen page Student Recommendations and Workshop Report. Report written by Teen Court Staff.
7. WPLG/ ABC - Channel 10 - The Teen Court conference sparked interest for the station to cover the event. As it was a heavy news day, event coverage did not occur. In an effort to capture the interest the station conveyed and promote the program, the information/marketing unit convinced the producer and reporter to do a story on a Teen Court Mock Trial. With short notice Teen Court Staff organized the event at St. Thomas University's School of Law Moot Courtroom during the summer when most student volunteers are on vacation. WPLG-Channel 10 produced a story and the broadcast aired on Tuesday, June 16th during the 6:00 AM and Noon news segments. Copies available and on website.
8. Miami-Dade Television – MDTV Channel 34 • April 3, 2009 taping.
Teen Court Program featured with Division Director Anthony D. Williams – Copies available and on web on website.
9. *The Youth Violence Prevention Coalition* - with the City of Opa-Locka
Commissioner Dorothy Johnson
- a. Created press release and disseminated to local media.
 - b. Provided various Teen Court workshop classes to participants
10. Training for Youth Attorneys and Courtroom Officers
Monday and Tuesday, August 10th and 11th from 9:00 AM – 12:30 PM
at St. Thomas University School of Law Moot Courtroom
- a. Designed and printed information flyer for distribution
 - b. Placed email version of flyer on website
 - c. Created press release and disseminated to local media
 - d. Designed and printed day of event program
 - e. Photos documenting the event are on file.
11. Teen Court Weekly Hearing • Boy Scouts Troupe 83 • July 29, 2009
South Dade Justice Building
- a. Arranged for Boy Scouts Troupe 83 to attain merit badges via the Teen Court Program.
 - b. Confirmed student-base for future Teen Court volunteers
12. Booth set-up during fairs/workshops with:
- City of Miami Police Department Crime Awareness Fair
Saturday, July 11, 2009
 - Overtown Health & Education Awareness Fair with
Commissioner Michelle Spence Jones, Saturday, August 1, 2009 - Gibson Park

•26th Annual National Night Out - Tuesday, August 4, 2009 - Bayfront Park,
City of Miami Annual Crime Awareness Night

- G. MMAP Housing Assistance Program
1. Planning stages to host a housing symposium.
 2. Photos taken of various homes for housing promotion and documentation.
 3. Created press release to announce several Housing Professionals Certification Workshops.
- H. MMAP Webpage Additions and Updates
1. 2nd Annual Miami-Dade County Teen Court Youth Speaking Out Against Violence Conference.
 2. Several updates on different Homeownership Assistance Program Workshops.
 3. Agency Updates: Press releases; contact names; and phone numbers.
 4. Posted MMAP Meetings online
 5. Updated the Economic Development section; removed CEDAC meeting information.
 6. Updated the Education section; removed MLK Academy information.
 7. Schedule update of new Trust members.
- I. Community Meetings/forums/fairs/workshops – *Booth space provided
- UPAC MEETING • Saturday, June 6, 2009 – 9:00 AM – 12 Noon
Greater Bethel, 171 NW 22nd Avenue
Adora Nwesi – President Florida NAACP Chapter, State of Florida Stimulus Funds Outreach Meeting
 - CRA Meeting - NW 7th Avenue Corridor Community Redevelopment Agency
Monday, June 8, 2009 - Edison Little River Neighborhood Center - 150 NW 79 Street
Office of Strategic Management
 - 2009 United Way Coordinators Appreciation Luncheon Sponsored by
United Way of Miami-Dade and County Manager George M. Burgess
Thursday, June 11, 2009
 - NFL Emerging Business Workshop – Super Bowl XLIV – 46
Tuesday, June 16, 2009 • Florida Memorial University
15800 NW 42 Avenue - Lou Rawls CPA
 - Relay For Life at Metrozoo with Chairman Moss
Saturday, June 27, 2009 - American Cancer Society
 - District 3 Health and Info Fair sponsored by Commissioner Audrey M. Edmonson
Saturday, June 27, 2009 – Joseph Caleb Center
Housing Assistance Program and Teen Court
 - *Congressional Black Caucus – Economic Recovery Forum
Saturday, July 18, 2009 - FIU Kovens Conference Center
Housing Assistance Program and Teen Court
 - 9th Annual Miami-Dade Kick-Off of Making Strides Against Breast Cancer.
Thursday, August 6th – County-wide