

Memorandum



Date: March 3, 2009

Agenda Item No. 1(D)1

To: Honorable Chairman Dennis C. Moss and
Members, Board of County Commissioners

From: George M. Burgess
County Manager

A handwritten signature in black ink, appearing to read "Burgess", written over the printed name of George M. Burgess.

Subject: Sunset Review of County Boards for 2009 - Film and Entertainment Advisory Board

In accordance with the provisions of Section 2-11.40 of the Code of Miami-Dade County, I am transmitting the 2009 Sunset Review of County Boards Report for the Film and Entertainment Advisory Board. The Board approved the attached report at its meeting of November 13, 2008 and has recommended the continuation of its board.

A handwritten signature in black ink, appearing to read "Alex", written over a horizontal line.

Alex Munoz
Assistant County Manager

cmo04109

Date: December 5, 2008
To: George M. Burgess
County Manager
From: Will Edwards
Chairperson, Film and Entertainment Advisory Board
Subject: Sunset Review of County Boards for 2009 - Film and Entertainment Advisory Board

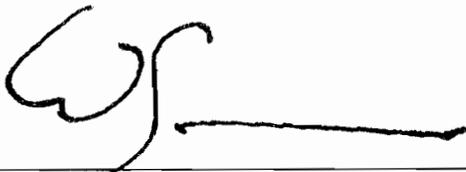
Pursuant to Section 2-11.40 of the Code of Miami-Dade County, I am submitting the 2009 Sunset Review of County Boards Report for the Film and Entertainment Advisory Board for transmittal to the Board of County Commissioners (BCC). The Board approved the attached report at its meeting of November 13, 2008.

It is recommended that the BCC approve the select continuation of the Film and Entertainment Advisory Board.

BACKGROUND

The Miami-Dade County Film and Entertainment Advisory Board was originally created in 1991, to advise the Mayor and members of the Board of County Commissioners on issues related to the growth and economic viability of the film, television, commercial advertising and still photography production industries in Miami-Dade County. It functioned well in that capacity until early in 2000 when a series of quorum issues began to hamper its ability to work effectively. Those quorum issues, and a general lack of industry interest, led to the Board's few remaining members resigning in January of 2002.

The Film and Entertainment Advisory Board was resurrected by the BCC in 2006, after a four year hiatus, and has since fulfilled its mission well. The Board has been instrumental in advising the BCC on several issues related to film permitting, has weighed in with the City of Miami regarding the Coconut Grove Auditorium use as a temporary studio facility, and has incubated an independent film networking organization, Cinevisun, to stimulate growth in that industry sector. Moving forward, the Board expects to concentrate its energies on the local music industry and digital new media sectors in 2009, as well as continuing to support educational and networking opportunities for the industry as a whole.



Will Edwards
Board Chairperson

**SUNSET REVIEW QUESTIONNAIRE
MIAMI-DADE COUNTY BOARDS
2009**

I. GENERAL INFORMATION

1. Name of Board reporting: Film and Entertainment Advisory Board
2. Indicate number of board members, terms of office, and number of vacancies:
Number of Board Members: 17
Terms of Office: Concurrent with the terms of Appointing Commissioners, or 4 years in the case of At – Large appointments
Number of Vacancies: 3
3. Identify number of meetings and members' attendance (Attach records reflecting activity from **Jan. 1, 2007** through **December 31, 2008**):
Number of Meetings: 10
Number of Meetings with a Quorum: 9
Attendance Records: See Attachment 1

What is the source of your funding? Office of Film & Entertainment budget

4. Date of Board Creation: 1991
5. Attach a copy of the ordinance creating the Board (Please include all subsequent amendments).
See Attachment 2
6. Include the Board's Mission Statement or state its purpose:
The Board's purpose, as defined by its authorizing ordinance, is to advise the Mayor and Board of County Commissioners on policies and issues affecting the Film and Entertainment production industry in Miami-Dade County as they relate to that industry's economic viability.
7. Attach the Board's standard operating procedures, if any. None
8. Attach a copy of the Board's By-Laws, if any.
See Attachment 3
9. Attach a copy of the Board minutes approving the Sunset Review Questionnaire, **including a vote of the membership**.
See Attachment 4

II. EVALUATION CRITERIA

Is the Board serving the purpose for which it was created? (Please provide detailed information) This Board had a great deal of trouble meeting its quorum requirements in the late 1990's and ceased to meet altogether after 2002. In 2005 the County Commission decided not to Sunset this Board and to attempt to revitalize it by appointing new members. The Board appointment process took up the first half of 2006, and the Board met for the first time since 2002 in July of 2006. It now meets on a bi-monthly basis, and has re-organized itself into committees to consider the issues confronting the film and entertainment industry. It has had success over the past year in meeting its goals of bringing more cohesiveness to the film and entertainment industry by participating in and hosting networking events, seminars and workshops, particularly within the local independent film community.

**SUNSET REVIEW QUESTIONNAIRE
MIAMI-DADE COUNTY BOARDS
2009**

1. Is the Board serving current community needs? (Please provide detailed information)
Yes. The Board has recognized several of the major issues confronting the film and entertainment industry at its annual retreat and goal setting meeting in January 2008. It has held meetings to discuss those issues and possible solutions/recommendations that might be put forward. The Board has created three sub-committees – one to deal with barriers to industry growth and in particular the lack of viable soundstages, another to consider strategies to create a more cohesive industry community, and another to look at ways to encourage local financing of independent film. The Board has hosted several networking/seminar opportunities for the industry this year, and took a position on the demolition of the Dinner Key Auditorium encouraging the City of Miami to allow the TV series “Burn Notice” to remain in the facility through its third season. In 2007 the Board has discussed issues such as wind storm insurance for productions, location filming incentives, financing alternatives for locally based productions, and a possible media arts center initiative.

2. What are the Board's major accomplishments?
Last 24 months: The Board's major accomplishment in the past 24 months has been to re-establish itself, elect a new chair and vice-chair, and to organize itself into committees to discuss industry issues. It has hosted 3 networking/seminars on the design, music, and advertising sectors, some in conjunction with the Chamber of Commerce's Creative Industries Committee. It has incubated and spun-off the independent film non-profit group CineVisun, and co-hosted two networking events with that group to bring better cohesiveness to that industry. It hosted an event to re-launch the FilMiami website in November and a gallery reception during Art Basel to connect the film and entertainment industry to the arts community.
Since established: In the past, this Board has worked with the BCC and Mayor's Office, and with the Office of Film & Entertainment on such initiatives as One Community One Goal and many other state and local policy matters affecting the industry. The Board has been engaged on the Crandon Park Master Plan, the movement of the Office of Film & Entertainment to the Miami-Dade Mayor's Office, on industry surveys, workshops, seminars, economic development reports and marketing initiatives.

3. Is there any other board, either public or private, which would better serve the function of this board?
No

4. Should the ordinance creating the Board be amended to better enable the Board to serve the purpose for which it was created? (If “Yes”, attach proposed changes)
No

5. Should the Board's membership requirements be modified?
No

FILM & ENTERTAINMENT ADVISORY BOARD (17 Member) – Attendance Record

11/08/2007

	7/13/06	9/13/06	11/1/06	1/11/07	3/8/07	5/10/07	7/12/07	9/6/07	11/8/07	Comments
JULY 2006-DEC 2007										
Sam Grogg Mayor Alvarez 6/5/06	P	P	E	P	P	E	P	E	P	
Ronald Lang Dist. 1 - B. Jordan 5/10/07	E	E	A	A	vacant	vacant	E Lang	P	P	Brian Johnson appt 1/4/06 Removed effective 2/28/07
<i>Vacant</i> Dist 2 - Rolle	vacant	vacant	vacant	vacant	vacant	vacant	vacant	vacant	vacant	
Tony Lesesne Dist 3 - A. Edmonson 3/22/06	P	P	A	P	P	E	P	P	A	
Sheila Duffy-Lehrman Dist 4 - S. Heyman 1/24/06	P	P	P	P	P	P	P	E	P	
Will Edwards Dist 5 - B. Barreiro 6/8/06	P	P	P	P	P	P	P	E	P	
Lisa Stephens Dist 6 - R. Sosa 3/17/06	E	P	P	P	E	P	P	E	P	
Bret Berlin Dist 7 - C. Gimenez 4/24/07	vacant	vacant	vacant	vacant	vacant	.	.	P	P	Bret appt 4/24/07 Confirmed 7/19/07
Brian Forti Dist 8 - K. Sorenson 2/7/06	P	E	P	P	P	P	P	P	P	
Kevin Sharpley Dist 9 - D. Moss 1/24/06	P	P	P	P	P	P	E	P	E	
Carlos Oliva Dist 10 - J. Souto 3/21/06	P	E	P	E	E	A	Vacant	Vacant	Vacant	Carlos Oliva appt 3/21/06 Resigned 5/16/07
Piedad Palacios Dist 11 - J. Martinez 3/21/06	P	P	P	P	P	P	E	P	E	
Omar Caraballo Dist 12 - J. Diaz 7/17/06	vacant	P	P	P	P	P	E	P	E	
Gerald Duty Dist 13 - N. Seijas 7/10/07	vacant	vacant	vacant	vacant	vacant	vacant	P	P	P	
Marc Imberman DC League of Cities 5/22/06	E	A	P	P	P	P	P	P	P	
<i>Vacant</i> BCC - At Large 6/9/06	-	P	P	P	P	E	P	P	Vacant 10/9/07	Tammy Green appt 6/9/06 Resigned 10/9/07
Joseph T. Monagle III BCC - Representative, Consumer of Film & Ent.	vacant	vacant	vacant	vacant	.	P	P	P	P	Appointed 2/20/07 Confirmed 4/20/07

FILM & ENTERTAINMENT ADVISORY BOARD (17 Member) – Attendance Record 2008

JAN - DEC 2008	1/12/08	3/13/08	5/8/08 (Cancelled Lack of a Quorum)	7/10/08	9/11/08	11/13/08	Comments
Miles Collins Mayor Alvarez 6/2/08	E	E	Vacant	P (Miles Appt:6/2/08)	P	P	Sam Grogg appt 6/5/06. Resigned 3/17/08
Vacant 9/29/08 Dist. 1 - B. Jordan 5/10/07	A	A	E	E	A	Vacant	Ronald Lang appt 5/10/07 Removed effective 9/29/08
Celia Evans Dist 2 - Rolle 2/21/08	Vacant	P	E	P	P	E	
Tony Lesesne Dist 3 - A. Edmonson 3/22/06	P	P	E	E	E	P	
Sheila Duffy-Lehrman Dist 4 - S. Heyman 1/24/06	P	P	Yes	E	P	P	
Will Edwards Dist 5 - B. Barreiro 6/8/06	P	P	E	E	P	E	
Lisa Stephens Dist 6 - R. Sosa 3/17/06	P	E	E	E	E	E	
Bret Berlin Dist 7 - C. Gimenez 4/24/07	P	A	E	E	A	A	
Brian Forti Dist 8 - K. Sorenson 2/7/06	P	A	E	A	P	E	
Kevin Sharpley Dist 9 - D. Moss 1/24/06	P	P	Yes	P	P	P	
Vacant 5/16/07 Dist 10 - J. Souto	vacant	vacant	vacant	vacant	vacant	vacant	
Piedad Palacios Dist 11 - J. Martinez 3/21/06	P	P	Yes	P	A	P	
Omar Caraballo Dist 12 - J. Diaz 7/17/06	P	E	A	E	E	P	
Gerald Duty Dist 13 - N. Seijas 7/10/07	P	P	Yes	P	E	P	
Marc Imberman DC League of Cities 5/22/06	P	P	Yes	A	P	E	
Vacant BCC - At Large 6/9/06	vacant	vacant	vacant	vacant	vacant	vacant	
Joseph T. Monagle III BCC - Representative, Consumer of Film & Ent.	P	P	Yes	E	P	P	

NOTES:

Brian Johnson appointed by Comm. Jordan on 1/4/06. Removed 2/28/07
Carlos Olivia appointed by Comm. Souto on 3/21/06. Resigned 5/16/07
Tammy Green appointed by BCC-At Large on 6/9/06. Resigned 10/9/07
Sam Grogg appointed by Mayor Carlos Alvarez on 6/5/06. Resigned 3/17/08
Ronald Lang appointed by Comm. Jordan on 5/10/07. Removed 9/29/08

Tammy Green appointed on 6/9/06 was confirmed after 7/13/06
Bret Berlin appointment on 4/24/07 was confirmed on 7/19/07
Joseph Monagle appointment on 2/20/07 was confirmed on 4/20/07

00-140

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No.

ORDINANCE NO.

ORDINANCE AMENDING SECTION 2-11.14.1 OF THE CODE OF MIAMI-DADE COUNTY TO CHANGE THE NAME OF THE FILM, PRINT AND BROADCAST ADVISORY BOARD AND TO REFLECT THE TRANSFERRAL OF THE COUNTY'S FILM AND ENTERTAINMENT OFFICE TO THE MAYOR'S OFFICE, TO PROVIDE MORE INCLUSIVE QUALIFICATIONS REQUIREMENTS; CHANGE THE MEETING AND REPORTING REQUIRMENTS; PROVIDING SEVERABILITY, INCLUSION IN THE CODE, AND AN EFFECTIVE DATE

WHEREAS, the County's Office of Film, Television and Print changed its name and organizational location to the Mayor's Office of Film and Entertainment and it is deemed appropriate to harmonize the name of the Film, Print and Broadcast Advisory Board with that change; and

WHEREAS, it is necessary to clarify certain qualifications requirements to make them more inclusive and make other technical corrections for the proper functioning of the Film and Entertainment Advisory Board,

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA:

Section 1. Section 2-11.14.1 of the Code of Miami-Dade County, Florida, is hereby amended as follows:¹

Sec. 2-11.14.1 Film[[~~Print and Broadcast~~]] >>and Entertainment<< Advisory Board.

¹ Words stricken through and/or [[double bracketed]] shall be deleted. Words underscored and/or >>double arrowed<< constitute the amendment proposed. Remaining provisions are now in effect and remain unchanged.

(a) *Board created.* There is hereby created the Film~~[[, Print and Broadcast]]~~ >>and Entertainment<< Advisory Board.

(b) *Purpose.* The purpose of the Board is to advise and make recommendations to the Board of County Commissioners >>and the Mayor<< on all matters pertaining to the film ~~[[, print and broadcast]]~~ >>and entertainment<< related industries. The Board is intended to operate as a focal point for these industries in >>Miami<< Dade County. The Board is to provide a point of reference for the public and the County ~~[[Manager]]~~ >>government<< for collection, input and dissemination of information related to these relationships with other governmental agencies to enhance and support the film ~~[[, print and broadcast]]~~ >>and entertainment<< industries in >>Miami<< Dade County. No decision of the Board shall be binding upon the Board of County Commissioners >>or the Mayor<<.

(c) *Membership and term of office.*

(1) *Membership.* The Board shall consist of ~~[[fifteen (15)]]~~ >>seventeen (17)<< members. Each County Commissioner and the Mayor shall appoint one (1) Board member. Additionally, one (1) Board member shall be appointed by a majority vote of the entire Board of County commissioners, and one (1) Board member shall be appointed by the League of Cities. >> One (1) additional Board member, who is a representative consumer of the film and entertainment industry shall be appointed by a majority vote of the entire Board of County commissioners.<< Board members shall serve without compensation but may be reimbursed for actual authorized expenses incurred in the discharge of their duties.

* * *

(2) *Qualifications.* Each of the members shall be individuals who have substantial knowledge and personal involvement in the film ~~[[, print]]~~ and ~~[[, broadcast]]~~ >>entertainment<< industries. ~~[[, One (1)]]~~ Board member >>s<< should represent ~~[[, each of]]~~ the following components of the ~~[[film, print and broadcast]]~~ industry: ~~[[labor unions, non-union talent, talent/casting agencies, film labs, video post production facilities, sound stages, trade associations related to these industries, technical crews, commercial production companies, equipment rental houses, print production companies, directors, and photography directors.]]~~ >>film, television, still photography, commercial production, music, new media. The one member selected by the Board of County Commissioners shall represent the consumers of the film and entertainment industry. << All members shall satisfy the qualifications for membership set forth in Section 2-11.38 of this Code.

(3) *Terms.* Each Board member shall be appointed to a term which shall end concurrently with the last day of the term of the >>Mayor or<< County Commissioner >>or other appointing authority<< who appointed the Board member, as provided in Section 2-38.2 of this code.

* * *

(d) *Procedure.*

* * *

(2) *Meetings.* The Board shall meet at the call of the Chairperson, but in no event shall it meet less than once every three (3) months. A quorum shall consist of seven (7) members.

* * *

(f) *Staff.* The ~~[[County Manager]]~~ >>Mayor<< shall provide to the Board adequate staff and support services to enable it to carry out its purposes, subject to the budget approved by the Board of County Commissioners.

(g) *Reports.* ~~[[No less frequently than four (4) times per year, t]]~~ >>T<<he Board shall submit a written report >>annually<< to the >>Mayor<< and the Board of County Commissioners ~~[[through its culture and recreation committee,]]~~ detailing its activities during the past ~~[[quarter]]~~ >>year<< and outlining its contemplated activities for the ensuing ~~[[quarter]]~~ >>year<<.

* * *

Section 2. If any section, subsection, sentence, clause or provision of this ordinance is held invalid, the remainder of this ordinance shall not be affected by such invalidity.

Section 3. It is the intention of the Board of County Commissioners, and it is hereby ordained that the provisions of this ordinance, including any sunset provision, shall become and be made a part of the Code of Miami-Dade County, Florida. The sections of this ordinance may be renumbered or relettered to accomplish such intention, and the word "ordinance" may be changed to "section," "article," or other appropriate word.

Section 4. This ordinance shall become effective within ten (10) days after the date of enactment unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

Section 5. This ordinance does not contain a sunset provision.

PASSED AND ADOPTED:

Approved by County Attorney as
to form and legal sufficiency: _____

Prepared by: _____

Sponsored by: Commissioner Bruno A. Barreiro

be determined by each participating municipality.

- (6) Supporting public programs and private initiatives that enhance Dade County as a location for film production and post-production facilities.
- (7) Developing and disseminating a comprehensive listing of all related available resources including but not limited to companies dealing with film production to assist in the expansion and enhancement of the film production industry and related industries in Dade County.

(Ord. No. 76-112, § 6, 12-21-76; Ord. No. 91-50, §§ 1, 2, 5-7-91)

Annotation—AO 4-34.

Sec. 2-11.14.1. Film, Print and Broadcast Advisory Board.

(a) *Board created.* There is hereby created the Film, Print and Broadcast Advisory Board.

(b) *Purpose.* The purpose of the Board is to advise and make recommendations to the Board of County Commissioners on all matters pertaining to the film, print, broadcasting and related industries. The Board is intended to operate as a focal point for these industries in Dade County. The Board is to provide a point of reference for the public and the County Manager for collection, input and dissemination of information related to these relationships with other government agencies to enhance and support the film, print and broadcast industries in Dade County. No decision of the Board shall be binding upon the Board of County Commissioners.

(c) *Membership and terms of office.*

- (1) *Membership.* The Board shall consist of fifteen (15) members. Each County Commissioner and the Mayor shall appoint one (1) Board member. Additionally, one (1) Board member shall be appointed by a majority vote of the entire Board of County commissioners, and one (1) Board member shall be appointed by the League of Cities. Board members shall serve without compensation but may be reimbursed for actual authorized expenses incurred in the discharge of their duties.

(2) *Qualifications.* Each of the members shall be individuals who have substantial knowledge and personal involvement in the film, print or broadcast industries. One (1) Board member should represent each of the following components of the film, print and broadcast industry: labor unions, non-union talent, talent/casting agencies, film labs, video post-production facilities, sound stages, trade associations related to these industries, technical crews, commercial production companies, equipment rental houses, print production companies, directors, and photography directors. All members shall satisfy the qualifications for membership set out in Section 2-11.38 of this Code.

(3) *Terms.* Each Board member shall be appointed to a term which shall end concurrently with the last day of the term of the County Commissioner who appointed the Board member, as provided in Section 2-38.2 of this code. The Board member appointed by the Board of County Commissioners and the Board member appointed by the League of Cities shall each serve four-year terms. If a vacancy occurs prior to the expiration of the Board member's term, the County Commissioner who appointed that member shall appoint a new member to fill the balance of the term.

(4) *Removal.* Failure by any Board member to maintain the qualifications for membership set out in Section 2-11.38, failure to maintain the attendance requirements of Section 2-11.39, or a violation of the Dade County Conflict of Interest and Code of Ethics Ordinance, Section 2-11.1, Code of Metropolitan Dade County, Florida, shall be grounds for removal from the Board.

(d) *Procedure.*

(1) *Chair.* The Board shall have a Chairperson elected by a majority of the Board members.

(2) *Meetings.* The Board shall meet at the call of the Chairperson, but in no event shall it meet less than once every three (3) months.

A quorum shall consist of seven (7) members. The Board may appoint committees of at least two (2) Board members, and may include as committee members individuals who are not Board members. All actions by committees are advisory, and are not binding upon the Board, the County Manager, or the County Commission. All meetings of the Board and its committees shall comply with all requirements of the Florida "Government in the Sunshine" Law, Chapter 119, Florida Statutes, as it may be amended from time to time.

(e) *Powers.* The Board shall have the power to invite individuals to address it, to hold public hearings, workshops and seminars. The Board cannot commit itself or the County to any expenditure of funds without the specific approval of the Board of County Commissioners, or of the County Manager, under circumstances when the Board of County Commissioners has delegated that authority to him or her.

(f) *Staff.* The County Manager shall provide to the Board adequate staff and support services to enable it to carry out its purposes, subject to the budget approved by the Board of County Commissioners.

(g) *Reports.* No less frequently than four (4) times per year, the Board shall submit a written report to the Board of County Commissioners through its culture and recreation committee, detailing its activities during the past quarter and outlining its contemplated activities for the ensuing quarter.

(Ord. No. 91-108, § 1, 10-1-91; Ord. No. 94-8, §§ 1, 2, 1-18-94)

Sec. 2-11.15. Works of art in public places.

1. Art-in-public-places program.

(a) *Appropriation for construction to include amount for works of art.* Metropolitan Dade County and each municipality in Dade County shall provide for the acquisition of works of art equivalent in value to not less than one and one-half (1½) percent of the construction cost of new governmental buildings, provided that no funds may be

appropriated for this purpose from the ad valorem tax operations fund. To the extent the total appropriation is not used for the acquisition of works of art for said buildings, the remainder may be used for:

- (1) Program administrative costs, insurance costs or for the repair and maintenance of any works of art acquired under this section; or
- (2) To supplement other appropriations for the acquisition of works of art under this section or to place works of art in, on, or near government facilities which have already been constructed.

(b) *Waiver of requirements.* The requirements of subsection (a) may be waived by resolution of the Board of County Commissioners of Metropolitan Dade County when and if it appears to said Board that a construction project covered hereunder is not appropriate for application of the above requirements.

(c) *Definitions.* For the purpose of this section, the following terms are hereby defined:

(1) *Works of art* is defined as the application of skill and taste to production of tangible objects, according to aesthetic principles, including, but not limited to, paintings, sculptures, engravings, carvings, frescoes, mobiles, murals, collages, mosaics, statues, bas-reliefs, tapestries, photographs and drawings.

(2) *Construction cost* is defined to include architectural and engineering fees, site work, and contingency allowances. It does not include land acquisition or subsequent changes to the construction contract. All construction costs shall be calculated as of the date the contract is executed.

2. Art-in-Public-Places Trust. There shall be an Art-in-Public-Places Trust to administer the program.

(a) *Purpose.* The Trustees of the Art-in-Public-Places Trust shall act in the public interest upon all matters relating to the program and shall support the program's goals and objectives. The Trustees' responsibilities in-

BYLAWS for the FILM & ENTERTAINMENT ADVISORY BOARD

- **PURPOSE:** Advise and make recommendations to the Board of County Commissioners and Mayor on all matters pertaining to the Film & Entertainment industry.
- **MEMBERSHIP:** Seventeen (17)
- **QUALIFICATIONS:** Individuals who have substantial knowledge and personal involvement in the film and entertainment business, or who are appointed by the BCC as representing the Dade League of Cities and/or Consumers.
- **TERMS:** Four (4) years. Appointment shall end concurrently with last day of appointing authority.
- **REMOVAL:**
 - Failure to maintain attendance requirement.
 - Violation of Miami-Dade County Conflict of Interest and Code of Ethics Ordinance.
- **ATTENDANCE REQUIREMENTS:** A Board member shall be automatically removed if, in a given fiscal year he or she is –
 - Absent from two (2) consecutive meetings without an acceptable excuse.
 - Absent from three (3) of the Board’s meetings without an acceptable excuse. (An “acceptable excuse” is defined as an absence for medical reasons, business reasons, personal reasons, or any other reason which the board, by a two-thirds vote of membership, deems appropriate.)
 - A member shall be deemed absent if not present at the meeting at least 75% of the time.
 - Advance notice is required on all absences.
 - If advance notice is not given, it will be counted as unexcused.
- **PROCEDURE:** The Board shall have a Chairperson elected by a majority of the Board members.
- **MEETINGS:** The Board shall meet at the call of the Chairperson, but in no event shall it meet less than once every three (3) months.
 - Quorum shall consist of seven (7) members.
 - The Board may appoint committees of at least two (2) members and may include as committee members individuals who are not Board members.
 - All actions by committees are advisory, and not binding upon the Board.
 - All meetings of the Board and its committees shall comply with all requirement of the Florida “Government in the Sunshine” Law.
- **POWERS:**
 - The Board shall have the power to invite individuals to address it, to hold public hearings, workshops and seminars.
 - The Board cannot commit itself or the County to any expenditure of funds without the specific approval of the Board of County Commissioners.
- **STAFF:** The Mayor shall provide to the Board adequate staff to enable it to carry out its purposes, subject to the budget approved by the Board of County Commissioners.
- **REPORTS:** The Board shall submit a written report annually to the Mayor and the Board of County Commissioners detailing its activities during the past year and outlining its contemplated activities for the ensuing year.

Approved at September 6, 2007 Film Board Meeting

Film and Entertainment Advisory Board Meeting
 Thursday, November 13, 2008 at 9:40 a.m.
 111 N.W. 1st Street, 18th Floor

SUMMARY MINUTES

Board Members Present:

Piedad Palacios, Vice Chair
 Miles Collins
 Sheila Duffy-Lehrman
 Gerald Duty
 Kevin Sharpley
 Tony Lesesne
 Omar Caraballo
 Joseph Monagle

Board Members Absent:

Will Edwards, Chair
 Ronald Lang
 Lisa Stevens
 Bret Berlin
 Marc Imberman
 Brian Forti
 Celia Evans

Film Office Staff:

Jeff Peel
 Annie Perez
 Phillip Dishon (intern)

Present: Eric Rodriguez, Assistant County Attorney
 JoAnn Schmidt, Finance Department (Minutes)

Jeff Peel called the meeting to order at 9:40 a.m. while waiting for a quorum to be present. He introduced Vice-Chair Piedad Palacios.

Welcome and Introductions: Vice-Chair Piedad Palacios welcomed members present and advised that the voting of the agenda and minutes would be on hold until quorum is reached. Jeff Peel introduced Phillip Dishon the new intern working in the film office and JoAnn Schmidt from the Finance Department who will take meeting minutes behalf of the Board secretary who is on sick leave.

Film Office Report: Jeff Peel advised that we just did the numbers yesterday for this fiscal year and they are off \$30 million from last fiscal year but up from the previous fiscal. Board Member, Tony Lesesne arrived at 9:45 a.m. during the discussion of the report achieving a quorum of Board members.

Jeff continued his discussion of the report by advising Board members that they did approximately \$130 million in production revenues between the FilMiami online system and what Miami Beach reported. That is down from last year of \$160 million revenues but up from the \$120 million from the previous year. It reflects a downturn of the economy which is affecting the commercial and still photography markets, and the lack of state incentive which is affecting the television and film market. The bright spot has been the feature films shot this past year and the surge in number of foreign-based films that are shooting in Miami-Dade County. He advised Board members that the Bollywood Film "Dostana" shot here last summer is premiering this weekend at the Tower Theatre which we are co-hosting along with the Miami Film Festival and FilmFlorida. It is getting good reviews in India and is a fundraiser for Film Florida's lobbyist in part to be able to go back to the State to try to get some additional incentive funding. There are six screenings altogether.

He advised Board members of international productions shot in Miami and of a shift of marketing emphasis over the coming year, particularly to Europe, because the Euro continues to be reasonably strong against the dollar. With the new President coming in there will be interest on the part of European production companies in coming back to the United States as some companies avoided coming here during the Bush Administration.

Marketing: Jeff advised the Film Board that a new Film Office website was “soft” launched on November 13th. He invited Board members to visit the County's website to review it as they are working to finalize it for the hard launch next week. Members were invited to an industry reception for the website launch being held on Thursday, November 20th at the Transit Lounge. Annie Perez of the Film Office handed out an invitation flyer to all Board members announcing the new website launch. Jeff advised that they are doing a press conference in the morning w/Mayor Alvarez and then an industry reception where they will have an opportunity to look at our website. This event will be co-hosted by the Film Office and the Film Board.

Jeff also advised members he went to AFM last week along with the Latin Chamber of Commerce (CAMACOL) who got funding from the State to explore the idea of creating a film market in the Spanish Language niche. He reported that they had a series of good meetings with production companies about their production interests in Miami. He advised that they are preparing to attend the Berlin Film Festival and European Film Market in February 2009.

Finally, he reported a film board reception is being planned at the Beitler Fine Arts Gallery in Wynwood on December 1st. It will coincide with an opening night showing of sculptor John Henry's sculpture work so he expects a lot of interest from the industry and art world.

Approval of Agenda: With a quorum now present, Jeff Peel asked Board members if they had any additions to the agenda. Sheila Duffy-Lehrman asked if the agenda included discussion of “Burn Notice” and if it can be added to the agenda. Jeff Peel responded that it would be added under her Committee. A motion to approve the minutes of the September 11, 2008 meeting was made by Sheila Duffy-Lehrman and seconded by Miles Collins. All in favor and the agenda was approved.

Minutes: Miles Collins asked to be added to the summary minutes of September 11, 2008 as he was not listed as attending. Sheila Duffy-Lehman questioned the incentive carryover total of \$15 million. Jeff advised Board members that he will correct the number to something less definitive. Sheila Duffy-Lehman made a motion to accept as modified the minutes of the September 11, 2008 meeting with a second by Miles Collins. All in favor and the minutes were approved.

Community Building Committee: Kevin Sharpley, Chair of the Committee presented the report on December 1st Art Basel Networker and asked if there were any sponsors. Annie Perez replied that there were a couple of budget issues as the Film Office has a budget of \$2,000 for 4 quarterly events total. The catering bid for this event came back at \$4,000 and the DJ at \$1,000. She advised that the Film Board Chair Will Edwards emailed her to advise that Bacardi agreed to donate liquor for the event but that they are in need of cash sponsors. The budget for this event is \$1,000 with an estimate of about 1,000 people to be invited. Jeff advised the Board that The Society of Media Photographers is going to do projections and hang art photos will be installed in the gallery for the event and he will visit the site next week with media photographers. Sheila Duff-Lehrman provided Jeff a contact for patio furniture. Jeff advised the Board that invitation must be sent out by Tuesday, November 18th and that they would have to either raise \$5,000, find sponsors or cut back on what they are able to do. Jeff advised there is a possibility to raise funds by requesting from County Commission discretionary funds. Sheila Duffy-Lehrman asked if they could consider an entertainment company not based in Dade County who uses impersonators as waiters and, movie actress lookalikes. She knows a "whole event" company that does things like that and would look forward to the exposure. Kevin agreed to contact the DJ to provide services at no cost. There was discussion about looking at alternatives for sponsorship and use Bacardi as leverage. There was discussion about Grolsch who does a lot of promotion and a lot of arts organizations use them.

Annie Perez said she had a meeting last week with the Creative Industries Committee at the Miami Science Museum about a Feb. 12th event they are looking to do a panel discussion w/music industry leaders followed by interactive networking in the Museum's music display. The board discussed an idea to have an initiative of the film board - maybe an ad-hoc or standing committee - look at what the music industry needs and what can be done to push that agenda. The Board will have another meeting in January to work out details. The first meeting is about planning and getting input from the music industry to see what they are interested in and then figure out what we want to do from that point on. Joe Monagle said that one thing that Miami is rich in from the music industry perspective is recorded music and there are some very historic recording studios in Miami like the Hit Factory. It might be a good idea to launch something inside of one of these studios and hold something that brings film and music people together and another resource to involve is the National Assn. of Recorded Arts and Sciences. Jeff replied that something at Hit Factory or Criteria is good idea and bring in well-known panelist types to talk about music. Now would be a good time to open up a dialogue.

Jeff advised that the State and governor are interested in the music industry as well. In January there is a report coming out they are putting together that addresses the music industry and what needs to be happening so we can kind of pull a couple of these efforts together. Ours will be more Miami-specific but we can see what will happen with the report from the Governor's office and we will have our event and input from local folks. Kevin thought this could be a possibility to explore in the Community Building Committee. Jeff said between Kevin, Tony, Joe, and Will there is a lot of music industry expertise on the Board. Discussed setting a meeting of an ad hoc committee on music next week to discuss in more depth and then in our January Board meeting actually have some more concrete proposals to put forth to the full board.

Joe Monagle added that one thing that Florida and Miami specifically never had is a live music industry. There is an emerging college scene in Miami. There are also a lot of venues that have the ability to have live music but don't because it is too expensive. Perhaps we can work with the State to get a tax

incentive for these venues to offer them a tax break if they play live music. Jeff said that the timing is good for us to jump in to see what we can do to move the music industry along. Sheila Duffy-Lehrman asked to be part of that discussion for that ad-hoc committee. Jeff advised that they will set up something and send an email to board members either next week or mid-December. Kevin then concluded the Community Building Report.

Miles wanted to talk briefly about the film board honoring someone during the film festival with an award. Between now and next meeting in January come up with 3 or 4 people to approach to get a response from them and then we will honor them at our party next March. Jeff's suggestion is to make it a generic award to give to anyone from the entertainment industry. The first award would be to someone in film because it is a film festival but the second year it could be handed out to someone else. Jeff advised that he had a good candidate. The Film Board voted on nominating David Frankel for their first award and Jeff will contact him.

Industry Development Committee: Sheila Duffy-Lehrman talked about an animation film festival and she would like to bring the Director, Noreen Ligo, to the next film board meeting so she can introduce this festival. She was one of the judges and said it had a lot of international support. It is something we need to support in April. Sheila will invite her as part of her report at the next meeting. Also discussed was keeping the television show Burn Notice here through the third season. Jeff advised members that he met with Fox execs last Monday and they are concerned because their lease runs out at the end of this month. The City has not been responsive in getting a lease to them. We did write a letter to the City on behalf of the Board in July to express support for Burn Notice, and there was a lot of community support, people showed up at the City Council meeting in July who voted 4 to 1 in favor of allowing Burn Notice to stay through Season 3 in that facility. The current deal being offered has them out the door on July 31, 2009. Season 3 will not be done by July '09 so they are quite concerned about that. The price the City was charging was about \$7,000 per month as is. They are getting an as-is building which costs the company \$40,000 - \$50,000 a month to keep it running - \$7,000 of that goes to the City and now the City is asking for \$20,000 so that is 300% increase. The money is not the big issue but the drop dead date of July 31st is a huge issue. It means there is no point in them coming back at all at that facility. They are estimating they need to be in that facility through Sept. - October '09. Jeff said he spoke with Robert Parente who was working with City Manager about working on a better date. The price is still \$20,000. There is a middle ground that will be negotiated. Jeff did remind Board members that the City Commission is on record as approving the show through Season 3 so if it is September - then it is September. We need to give the actions currently under way time to work. Longer term there are 2 schools of thought - bring political pressure back to the City of Miami to keep that facility open for a longer period of time than season 3. The other is to find alternate space for the show in Miami. Jeff advised that when he met with Fox, they are actively looking in Florida - in both Miami and Broward to see what can be accommodated for Season 3. If the incentive deal goes to zero next year and Burn Notice gets nothing for Season 4 there isn't anything anyone can do that will keep them here. There is \$5 million in the current year incentive of which \$4 million went to Burn Notice. As long as there is \$4-5 million subsidy, Burn Notice will get its money and they will probably stay here whether they have to move into another facility or not.

Finance Committee: Joe reported that there are no recent updates from the last meeting. The plan for 2009 is to have a few events. Jeff advised that Celia came up with some venue ideas. However, if we are bringing people in, how are we going to pay for them. Jeff suggested that Joe call a meeting and bring the film festival people in as well and have a meeting of the minds about how this could work with them.

Sunset Review: Jeff advised members that sunset review happens every other year for all County Boards when the County Commission asks the Board Secretary and the Chairperson of the BCC to affirm that this Board is doing it's work and deserves to continue in existence. There are several pieces of information that need to be transmitted to the County Commission, the substantive piece is the questionnaire included in board members agenda package. Jeff asked for a vote approving this moving forward. Piedad made a motion to approve the sunset report questionnaire and it was seconded by Omar Caraballo. The motion passed unanimously.

Before adjourning, Jeff talked briefly about 2009 film board meetings and to continue holding them at 9:30 a.m. on the second Thursday. The film office will send out a list of meeting dates. He also spoke about attendance records and the importance of letting film office staff know when film board members are unable to attend the meetings. He advised that there were a number of board members who exceeded their unexcused absences thereby dismissing them from the board. A Board member shall automatically be removed if in a given fiscal year, if they are absent from 2 consecutive meetings without an excuse or 3 of the board meetings without an acceptable excuse.

Jeff also advised board members that they are required by ordinance to complete an annual report in addition to the sunset review report for the County Commission and Mayor. A draft has been outlined and he hopes to present it to film board members in January for their review.

The vote to adjourn meeting was made by Sheila Duffy-Lehrman and seconded by Tony Lesesne. The meeting adjourned at 11:05 a.m.

MIAMI-DADE COUNTY'S COMMUNITY PLANNING TEAM

STRATEGIC AREA: PUBLIC SAFETY

#	CPT Members		Organization	Contact Number	
1	Roberto	Alonso	Town of Miami Lakes	305-725-0994	westlakesmia@bellsouth.net
2	Susan	Blake	Citizen Advisory Committee	(305) 255-1299	None
3	Mark	Blumstein	City of Surfside	(305) 356-7547 / (786) 514-1604 cell	Mark@Blumsteinlaw.com
4	Carmen	Caldwell	Citizens' Crime Watch of Miami-Dade County	305-470-1670 / 305-298-6632 cell	cmcwatch@aol.com
5	Caesar	Carbana	Citizen Advisory Committee	305-205-7277	kiwileal@bellsouth.net
6	Tom	Carney	Southeast Florida Crime Prevention Association	305-949-5500	Tom_Carney@nmbpd.org
7	Naim	Erched	Miami-Dade County Association of Chiefs of Police	(305) 471- 2625x4565	Nerched@mdpd.com
8	Joseph P.	Farina	Eleventh Judicial Circuit	(305) 349-7054	jfarina@jud11.flcourts.org
9	Mike	Gambino	City of Miami Gardens - Public Works Department	(305) 622-8039	mgambino@miamigardens-fl.gov
10	Brian	Hart	Citizen Advisory Committee	305- 836-5206	b_hart@bellsouth.net
11	Stan	Hills	Local 1403 - International Association of Fire Fighters	(305) 593-6100 / cell-786-423-1403	hills@miamidade.gov
12	Douglas	Hughes	Miami Coalition for a Safe and Drug Free Community	305 -854-4515 Cell: (954) 594-1000	hqt@miamicoalition.org
13	Frank	Irizarry	Citizens Advisory Committee, Hammocks District	305.388.4044 / Cell: 305.519.1435	Frank.Irizarry@firstbankfla.com
14	Carlos A.	Manrique	Miami-Dade County Public Schools Division of Adult & Workforce Education	(305) 995-1834 Cell: (305) 606-8585	cmanrique@dadeschools.net
15	Carlos	Martinez	Ocean Bank	305- 569-5269	cmartinez@oceanbank.com
16	Janet	Mondschein	Mothers Against Drunk Driving	(305) 273-3744	maddmiami@bellsouth.net
17	Everett	Stewart	Brownsville Neighborhood Civic Association	(305) 633-4134	NONE
18	Sam	Tidwell	American Red Cross - South Florida	(305) 644-1200	tidwells@usa.redcross.org
19	Barry	White	Citizen Advisory Committee	305-251-1960 (cell) 305-505-9011	bwtamia@bellsouth.net

County Staff:

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22	Eduardo I.	Diaz	Independent Review Panel	(305) 375-4880	eid@miamidade.gov
23	Dr. Bruce A.	Hyma	Medical Examiner	(305) 545-2425	bahyma@miamidade.gov
24	Chief Herminio	Lorenzo	Fire Rescue	(786) 331-5122	hlorenz@miamidade.gov
25	Robert L.	Parker	Police	(305) 471-2100 ex.	rparker@mdpd.com
26	Sara	Pizano	Animal Services	(305) 805-5982	spizano@miamidade.gov
27	Harvey	Rubin	Clerk - Circuit and County Courts	(305) 349-7333	harvey@miamidade.gov
28	Timothy P.	Ryan	Corrections and Rehabilitation	(786) 263-6000	timryan@miamidade.gov
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