

Memorandum



Date: December 1, 2009

Agenda Item No. 12B5

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

From: George M. Burgess
County Manager

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

Subject: Board Approval of John E. Dixon, Jr. as Executive Director of the Miami-Dade Economic Advocacy Trust

Recommendation

Pursuant to Section 2-505 of the Code of Miami-Dade County, it is recommended that the Board of County Commissioners (BCC) approve the appointment of Mr. John E. Dixon, Jr. to the position of Executive Director of the Miami-Dade Economic Advocacy Trust (MDEAT).

Section 2-505 requires that the MDEAT Board of Trustees submit the names of nominee(s) for the position of Executive Director to the County Manager. Thereafter, the County Manager shall make a recommendation from the nominee(s) proposed by the MDEAT Trust to the BCC for its approval. On October 9, 2009, the MDEAT approved by motion a recommendation that Mr. Dixon be appointed to the position of MDEAT permanent Executive Director.

Background

Mr. Dixon started in the County in 2006 when he assumed the position of Deputy Director of the Metro-Miami Action Plan (MMAP) Trust, now MDEAT. Upon the resignation of the prior MMAP Trust President and CEO in January 2008, Mr. Dixon began serving as the Interim Executive Director. Subsequently, the BCC has adopted legislation to reconstitute the former MMAP Trust Board and its role. Mr. Dixon has continued to serve under the new MDEAT Trust Board and has been recommended for appointment as the permanent Executive Director of the new MDEAT.

For your reference, attached is a copy of Mr. Dixon's resume along with the MDEAT's Recruitment and Selection Committee Report and Recommendation.

Attachment

A handwritten signature in dark ink, appearing to read "Cynthia W. Curry", written over the printed name of Cynthia W. Curry.

Cynthia W. Curry
Senior Advisor to the County Manager

Memorandum



MEMORANDUM OF APPROVAL

To: Miami-Dade Economic Advocacy Trust

From: The Recruitment and Selection Committee;
Mr. Ron Butler
Mr. Marc A. Douthit, Esq.
Ms. Stephanye Johnson

Date: October 9, 2009

Subject: Recruitment and Selection Committee Report & Recommendation

PURPOSE OF ITEM

The purpose of this item is to recommend that the Board appoint the Interim Director to the post of Executive Director and establish benchmarks, establish a time certain for a performance evaluation, re-design the Executive Director's job description and establish a requirement for monthly Executive Director monthly reports.

BACKGROUND

The Selection and Recruitment Committee convened a meeting on Thursday, October 8, 2009 at Approximately 4:10 pm. The Committee reviewed a written legal opinion from the County Attorney that stated that the Board has the authority to forward the Interim Director's name to the County Manager for Submission to the Board of County Commissioners for official appointment (see attached County Attorney opinion). The committee as reviewed, as a sample, the previously submitted Memorandum of Approval of the appointment of the Interim Director.

The committee members discussed the pros and cons of directly appointing the Interim Executive Director (IED). There was a general consensus that the appointment of the IED would provide stability to the organization as the new Board attempts to improve the organization image and move it toward a greater advocacy role in the community. The committee agreed that if the appointment of the IED is not successful, MDEAT will have an opportunity in the future to perform a national search for an Executive Director. It was also noted that the Executive Directors for the past twenty years, as a result of a national search, have been local.

The committee was concerned that the Executive Director has a clear understanding of his role and responsibilities to the Board. With this in mind the committee agreed that the following actions by the Board should be taken immediately:

1. Establish benchmarks for performance, i.e.
 - ◆ Create Advocacy Programs

- ◆ Comply with all County Requirements
 - ◆ Develop independent funding sources
 - ◆ Meet requirements established by the Board
2. Redesign Executive Director's Job Description
 3. Time Certain Performance Evaluations
 4. Institute a requirement Monthly Executive Director Reports
 5. Review the County's Evaluation Criteria and incorporate Board's requirements.

The committee concluded the meeting at approximately 5:00pm.

FISCAL IMPACT TO AGENCY

TBD

RECOMMENDATION

The Selection and Recruitment Committee recommends that the Board appoint the Interim Director to the post of Executive Director and establish benchmarks, establish a time certain for a performance evaluation, re-design the Executive Director's job description and establish a requirement for monthly Executive Director monthly reports.

STATE OF FLORIDA)
) SS:
COUNTY OF MIAMI-DADE)

I, HARVEY RUVIN, Clerk of the Circuit Court in and for Miami-Dade County, Florida,
and Ex-Officio Clerk of the Board of County Commissioners of said County, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of the motions and votes
tallied at the Miami-Dade Economic Advocacy Trust Board of Trustee's meeting of
October 15, 2009, pertaining to Agenda Item(s): IA; and IB.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal on this 29th day
of October, A.D. 2009.



SEAL

HARVEY RUVIN, Clerk
Board of County Commissioners
Miami-Dade County, Florida

By *Kris Dicken*
Deputy Clerk

Board of County Commissioners
Miami-Dade County, Florida

5

John E. Dixon, Jr.
71 NW 93 Street
Miami Shores, FL 33150
(305) 759-4727 – Home
(786) 218-6542- Cell
(305) 579-3618 – Office

EDUCATION

Johnson C. Smith
University Charlotte,
North Carolina

Bachelor of Arts
Degree Political
Science - 1978

University of North Carolina at
Charlotte, North Carolina

PROFESSIONAL EXPERIENCE

INTERIM DIRECTOR, METRO-MIAMI ACTION PLAN TRUST 1/08-Present

Responsibilities:

- Plan, direct and implement programs designed to achieve agency goals and policies as established by the MMAP Trust
- Supervise the coordination of an affordable housing program, economic development, education, health and criminal justice initiatives
- Develop agency activities such as community meetings, annual conferences and function as liaison with public and private sector representatives on social and economic issues
- Direct and oversee agency public relations functions, media release, video presentations and brochure publications.
- Monitor the fiscal general fund budget, as well as dedicated sources of funding for agency programs
- Establish and maintain effective working relationships with the Board of County Commissioners, senior county management and officials in other County, local, state and federal agencies
- Advise and inform individuals, community leaders and community based organizations on matters pertaining to the Black Community

DEPUTY DIRECTOR, METRO-MIAMI ACTION PLAN TRUST 6/06 – 01/08

Responsibilities:

- Assist the Executive Director in the planning and the administration of agency
- Supervise and direct key staff to achieve optimum programmatic results in the areas of housing, economic development, education, health and criminal justice
- Assist the Executive Director in the formulation of policies for effective

16

operations and help ensure the implementation of policies adopted by the Board of Trustees

- Provide leadership in the preparation of department budgets and human resources matters

EXECUTIVE DIRECTOR, THE BLACK BUSINESS ASSOCIATION 5/00 – 6/06

Responsibilities:

- Planned, directed and implemented programs designed to achieve goals and policy objectives established by the Black Business Association (BBA)
- Worked with print, radio and electronic media to market and promote the BBA
- Managed office staff
- Developed and manage budget
- Served as a liaison to interact with the public and private sector as well as community based organizations
- Informed local public and private sector officials of Black business concerns
- Worked with local officials regarding legislative matters concerning Black businesses
- Advocated the concerns of Black businesses
- Worked with Black businesses to obtain contract opportunities
- Implemented contract initiatives with public and private sector entities
- Facilitated Board of Directors meetings

Special Projects:

Developed and implemented Fundraiser-Black Business Association Annual Gala

- Coordinated Gala production
- Selected Gala theme
- Secured venue and negotiate service contract
- Identified Gala honorees with Board of Directors
- Contacted entertainment booking agent and negotiated fees
- Reviewed invitation and program book design with graphic artist for printing
- Reviewed honoree award design
- Arranged for air and ground transportation for entertainers
- Created marketing plan

Developed and Implemented Economic Development Initiatives HOPE VI Beautification and Housing Rehabilitation Program

- Developed Beautification and Housing Rehabilitation Program in conjunction with Miami-Dade Housing Agency, Miami-Dade County Dept. of Business Development and HJ Russell Company
- Developed and implemented program to obtain Miami-Dade County CSBE, DBE, BBE, HBE and WBE certification for contractors to participate in the program
- Completed required certification application for contractors and

- scheduled meetings with DBD staff to file applications
- Coordinated local print and electronic media marketing plan to inform contractors of program
- Conducted contractor seminars to discuss requirements and program participation
- Reconciled budgeted contract awards for program compliance
- Served as a member of the HOPE VI Task Force

South Florida Water Management District

- Developed and coordinated The SFWMD Florida Everglades Restoration Project outreach seminars to secure Black contractor participation in Miami-Dade County
- Worked with District staff to develop strategic plan
- Developed and implemented budget for outreach initiatives and reviewed project bid opportunities with SFVWMD staff
- Contacted contractors to attend outreach initiative
- Organized local print and electronic media marketing plan and participated in talk shows to promote the program
- Facilitated seminars with Miami-Dade County elected officials, SFWMD procurement director, District engineers and the Army Corp of Engineers
- Completed SFWMD certification applications for contractors
- Conducted follow-up sessions with contractors to discuss program opportunities

American Airlines North Terminal Project

- Developed and implemented a program plan with AANTP Minority Contractors Division to secure minority contractors to participate in the construction of the new terminal
- Coordinated and participated in monthly workshops to introduce and discuss design and building phases of work that included minority goal participation, bonding concerns and other pertinent issues
- Maintained active list and reports of work completed by minorities
- Established a construction reading room at the BBA for architects, engineers, and contractors to review project plan

THE MIAMI-DADE/MONROE WAGES COALITION

3/99 — 5/00

Tenure at The Miami-Dade/Monroe WAGES Coalition includes the following positions:

Director, Corporate Relations
Assistant to Executive Director

Director, Corporate Relations Department

Responsibilities:

- Supervised staff and policy of the department
- Maintained department budget

- Implemented workforce initiatives directed by State WAGES Board and local Board of Directors
- Developed strategies to market business incentives
- Facilitated presentations for private/public sector and community based organizations regarding the WAGES Coalition business incentives
- Worked with federal, state, and local officials to develop legislative needs for welfare-to-work issues

Assistant to the Executive Director

Responsibilities:

- Supervised Board of Directors liaison staff
- Worked with Executive Committee and Board of Directors regarding program matters
- Advised Executive Director of fiscal, legal and economic development issues
- Represented the Executive Director at public/private sector and community meetings
- Reviewed legislative initiatives for program coordination

MIAMI-DADE COUNTY COMMISSIONER DORRIN D. ROLLE 2/98 — 3/99
CHIEF OF STAFF

Responsibilities:

- Supervised staff at Commission and district offices
- Managed office budget
- Developed and reviewed legislation
- Interfaced with the Mayor's, County Manager's and departmental offices concerning Commission issues
- Worked with private sector to develop economic development projects
- Coordinated community based organization meetings to discuss citizen issues

BEACON COUNCIL 6/93 — 2/98

Tenure at The Beacon Council includes the following positions:

Director, Urban Initiatives
 Manager, Business Expansion/Retention
 Manager, Beacon Council Homestead Air Force Base Redevelopment Plan

Director, Urban Initiatives

Responsibilities:

- Determined inventory of available buildings for industrial and commercial development within targeted urban areas

- Worked with businesses to advise them of state and local tax incentives
- Served on the Mayor's Task Force on Urban Economic Revitalization
- Performed visits to companies within targeted urban areas to discuss available business incentives
- Initiated project by meeting with developers, site selectors, and consultants
- Created marketing plan and collaterals for site development

Manager, Business Expansion/Retention

Responsibilities

- Facilitated and expedited required permitting for new and expanding businesses through the Beacon Council permitting assistance program established in conjunction with Miami-Dade County
- Provided technical assistance to businesses to identify federal, state and local incentive programs related to enterprise zones, labor training, road improvements, construction of new facilities and purchase of new equipment
- Worked closely with local real estate professionals to locate development sites based on company's needs
- Developed and implemented the NASA/Kennedy Space Center Technology Outreach Program that provided engineering assistance to local manufacturers
- Discussed business opportunities with community based economic development organizations, chambers of commerce and entrepreneurs to discuss business opportunities

Manager, Homestead Air Force Base Redevelopment Plan

Responsibilities:

- Interfaced with federal, state, and local officials to develop a three phase economic development plan
- Worked with representatives from the Department of Defense and consultants to gather and analyze data for redevelopment
- Assisted in the development for site selectors to market South Dade County properties and Air Force Base property
- Conducted community meetings to inform citizens about the status of redevelopment issues
- Worked with Miami-Dade County Homeless Trust to secure property on the Air Force Base

Tenure at Miami-Dade County, Departments of Human Resources and Office of Minority Business Development includes the following positions:

Administrative Officer, Office of the Department Director, Department of Human Resources
Administrative Officer, Architectural and Engineering Section, Minority Business Development

Administrative Officer, Department of Human Resources

Responsibilities:

- Developed and implemented projects for Department Director
- Represented the Department and Director in public and private sector meetings
- Served on departmental committees concerning policy issues
- Worked with the Mayor's and County Manager's offices regarding the development of programs
- Provided human service information to community based groups

Special Program

Non-Violent Weekend

Developed and implemented non-violent conflict resolution initiative funded by the Metro-Miami Action Plan that addressed violence in countywide urban communities.

- Worked with public and private sector individuals, education community, clergy, law enforcement and community groups to organize event
- Developed budget
- Created and executed marketing and promotions plan
- Partnered with Miami-Dade County Schools to coordinate non-violent drawing and essay contest
- Worked with Miami-Dade Police Department to implement student contest winners to visit Grand Cayman Island to participate in non-violent program
- Reviewed statistics with police department concerning weekend criminal activity
- Appeared on television and radio talk shows to highlight program

Administrative Officer - Office of Minority Business Development

Responsibilities:

- Reviewed and certified architectural and engineering affirmative action plans for Miami-Dade County
Appointed by County Manager to serve on A&E selection panel that included airport, seaport, public works, transportation and parks and recreation projects
- Made recommendations to the County Manager regarding contract awards
- Served on contract negotiations committee
- Developed seminars for firms concerning compliance issues

AFFILIATIONS

Leadership Miami

United Way Project Blueprint

100 Black Men of South Florida, Inc.

Omega Psi Phi Fraternity

ARTICLE XLVIII. MIAMI-DADE ECONOMIC ADVOCACY TRUST*

***Editor's note:** Ord. No. 92-12, adopted Feb. 18, 1992, amended the Code by the addition of provisions which have been included herein at the discretion of the editor as Art. XLVIII, §§ 2-501-2-509.

Section 1 of Ord. No. 09-70, adopted Sept. 1, 2009, renamed Art. XLVIII, Metro-Miami Action Plan Trust, to read as herein set out.

Sec. 2-501. Creation and purpose.

(a) There is hereby created and established a revocable trust, the terms of which may be modified by Miami-Dade County, which trust shall be named and known as the Miami-Dade Economic Advocacy Trust (hereinafter referred to as the "Trust"). The Trust shall be a public body corporate and politic which, through its governing body, may exercise all those powers either specifically granted herein or necessary in the exercise of those powers herein enumerated. The Trust shall be an agency and instrumentality of Miami-Dade County.

(b) The purpose of the Trust shall be 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.

(c) This Board recognizes the independence of the Trust and its obligation to provide the Board of County Commissioners and the County Mayor or the Mayor's designee with independent advice on matters of policy relating to the purposes and projects of the Trust.

(d) Notwithstanding the independence of the Trust, this Board may by resolution take any action to effectuate the purposes of the Trust.

(Ord. No. 92-12, § 1, 2-18-92; Ord. No. 01-01, § 1, 1-23-01; Ord. No. 09-70, § 2, 9-1-09)

Sec. 2-502. Governing body.

(a) The governing body of the Trust shall be a Board of Trustees composed of fifteen (15) voting members. A quorum of the Trust shall be the lesser of seven (7) Trustees or a majority of those Trustees in office.

(b) The Board of Trustees shall hold regular meetings in accordance with the bylaws of the Trust and other such meetings as it deems necessary.

(c) The establishment and activities of the Board of Trustees shall be governed by Section 2-11.36 et seq. of the Code of Miami-Dade County, as applicable.

(Ord. No. 92-12, § 2, 2-18-92; Ord. No. 08-86, § 1, 7-1-08)

Sec. 2-503. Appointment and tenure.

(a) *Nominating council.* Trustees shall be appointed by resolution of the Board of County

Commissioners (hereinafter known as "Board") after having been selected by the Miami-Dade Economic Advocacy Trust Nominating Council (hereinafter known as "Nominating Council") established and described herein. The Nominating Council shall be comprised of five (5) voting members, two (2) of whom shall be the Chairperson of the Board of Trustees of the Trust and the Chair of the Board's committee with jurisdiction over economic development issues, who shall serve as the chair of the Nominating Council and three (3) of whom shall be appointed by the Chair of the Board of County Commissioners and ratified by the Board. No acting Trustee of the Trust, other than the Chairperson of the Board of Trustees, shall serve on the Nominating Council, nor shall any acting member of the Nominating Council, other than the Chairperson of the Board of Trustees, be eligible to serve on the Board of Trustees of the Trust. In serving on the Nominating Council, the Chairperson of the Board of Trustees of the Trust shall not vote on or participate in any way in any matter affecting the Chairperson's appointment to the Board of Trustees of the Trust. The members of the Nominating Council shall be appointed for staggered three-year terms and shall not serve more than two (2) consecutive and complete three (3) years each as set forth in Section 2-503(d) of this article. The sole function of the Nominating Council shall be to solicit, screen, interview and recommend for appointment the best qualified candidate for each vacancy of the Board of Trustees. The Nominating Council and the procedures under which it will operate shall be approved by the Board of County Commissioners. The Nominating Council shall submit to the Board of County Commissioners one (1) nominee for each vacancy on the Trust Board. The slate of nominees shall be submitted directly to the Board of County Commissioners no later than September 1 of each year. As applicable, Section 2-11.36 et seq. of the Code of Miami-Dade County shall govern the establishment and activities of the Nominating Council. In the event the Commission is unable to appoint a member to the Board of Trustees pursuant to said section(s), no action of the Trust shall be rendered void because of such inability on the part of the Commission. The County Mayor shall designate a liaison to coordinate the Nominating Council process.

In the event of a vacancy during the term of a Trustee, the Trust shall notify the Board of County Commissioners of the vacancy and shall request that it be filled in accordance with the applicable criteria set forth herein either as a part of the annual appointment process or by a special meeting of the Nominating Council.

(b) *Composition.* Notwithstanding Section 2-11.1 of this Code with respect to eligibility of membership on the Board of Trustees, the voting membership shall include representatives from the following areas of professional expertise: (1) economic and business development; (2) criminal justice; (3) community based organizations; (4) educational organizations; (5) banking and finance; and (6) health organizations. In addition, the Board of Trustees shall have at least one (1) voting member from the Miami-Dade County School Board and one (1) voting member from State or local government. At least seven (7) members of the initial Board of Trustees shall be selected from members of the existing Trust Board of Directors. With respect to the appointment of the balance of Trustees, careful consideration shall be given to the expertise needed to accomplish the goals and objectives of the Trust. In addition, a majority of the membership of the Board of Directors shall be members of the African-American community.

(c) *Qualifications.* Each member of the Board of Trustees shall be a United States citizen, a permanent resident and duly qualified elector of Miami-Dade County unless the Board of County Commissioners waives the residency requirement by a two-thirds vote of its membership. No person shall be qualified to sit as a Trustee if that person is an officer, representative, administrator or employee of any consultant, contractor or agency contracting with or receiving funding from the Trust except if that person is employed by or is serving on the Board of Trustees as a representative of State or local government. Trustees who are representatives of or who are employed by any State or local governmental agency may not vote on matters affecting the governmental agency by which they are employed or whom they represent.

(d) *Tenure of Trustees.* The Trustees shall serve terms of three (3) years each; provided, however, that of the original Board of Trustees, the Board of County Commissioners shall select one-third (1/3) for a term of one (1) year and one-third (1/3) for a term of two (2) years. No

Trustee shall be permitted to serve more than two (2) consecutive and complete terms of three (3) years each unless so authorized by a two-thirds (2/3) vote of the full membership of the Board of County Commissioners. All Trustees serving on the Board of Trustees on the effective date of this ordinance shall continue to serve on the Board of Trustees. Current Trustees shall be eligible to serve up to two (2) consecutive and complete three-year terms. Service on the Board of Trustees by current members prior to the effective date of this ordinance shall not count towards the maximum term of service provided for in this ordinance. The initial Board of Trustees, appointed after the effective date of this ordinance, excluding Trustees serving on the Board of Trustees on the effective date of this ordinance, shall serve staggered terms. One-third (1/3) of Trustees appointed after the effective date of this ordinance shall serve for a term of one (1) year, one-third (1/3) shall serve for a term of two (2) years, and one-third (1/3) shall serve for a term of three (3) years. Straws shall be drawn to determine the terms.

(e) *Compensation.* Trustees shall serve without compensation but shall be entitled to reimbursement for necessary expenses.

(Ord. No. 92-12, § 3, 2-18-92; Ord. No. 01-01, § 1, 1-23-01; Ord. No. 08-86, § 2, 7-1-08; Ord. No. 09-70, § 3, 9-1-09)

Sec. 2-504. Removal of Trustees.

Any Trustee shall be removed for excessive absence in accordance with Section 2-11.39 of the Code of Miami-Dade County. In addition, before or after the transition period any Trustee may be removed for cause by two-thirds vote of the entire membership of the Board of County Commissioners or, at the conclusion of the transition period (hereinafter defined), by two-third vote of the entire membership of the Board of Trustees.

(Ord. No. 92-12, § 4, 2-18-92)

Sec. 2-505. Organization; staff support.

(a) *Organization.* The Board of Trustees shall organize after the members have qualified to serve and shall elect one of its voting members as Chairperson, one of its voting members as Vice-Chairperson and such other officers as the Board of Trustees may determine to be necessary. In addition, the Board of Trustees shall make, adopt and amend bylaws, rules and regulations for its own governance.

(b) *Employees.* The Executive Director and all employees of the Trust shall be Miami-Dade County employees. The Board of Trustees shall submit the names of nominee(s) for the position of Executive Director to the County Manager. The Manager shall make a recommendation from the nominee(s) proposed by the Trust to the Board of County Commissioners for its approval. The Trust shall have the power to remove the Executive Director.

The Board of Trustees shall submit the names of nominee(s) for the position of Executive Director to the County Manager. The Manager shall make a recommendation from the nominee(s) proposed by the Trust to the Board of County Commissioners for its approval. The Trust shall have the power to remove the Executive Director.

(c) *Staff support.* The County Attorney shall serve as Attorney for the Trust, the County Manager shall provide audit, budget and financial assistance to the Trust, and the Clerk of the Board of County Commissioners shall be the Clerk and Secretary of the Trust.

(d) The Board of County Commissioners shall provide to the Trust fiscal review and oversight as well as programmatic focus and direction.

(e) The Trust shall present quarterly financial reports, including a current statement of all

accounts, to the Commission Auditor and the County Manager. Copies of said reports shall be provided to the Board of County Commissioners. Said reports shall also include information concerning an assessment of the performance of each agency funded by the Trust as well as those program activities carried out directly by the Trust. In addition to these quarterly reports, the Trust shall submit annual reports to the County Manager and the Commission Auditor summarizing and evaluating all programs and activities undertaken by the Trust during the previous fiscal year. The annual report shall include an audit in accordance with generally accepted accounting principles of all funds received and expended by the Trust. The Trust shall not be able, however, to establish any bank accounts without the express approval of either the Board of County Commissioners or the County Manager; provided, however, that the Trust can establish an account for Miami-Dade Community Foundation monies to receive and expend non-County monies which the Trust receives. No County monies nor income from County accounts shall be deposited into external accounts. The Trust shall be subject to periodic reviews as deemed necessary by the County Mayor, the Board of County Commissioners, the Department of Audit and Management Services and the Office of Strategic Business Management. In the event that these reviews reveal management problems, as determined by the reviewing entity, then the County Mayor, after the approval of the Board of County Commissioners, may place the Trust on Management Watch. If the Trust is placed on Management Watch, the Mayor shall present a plan to the Board of County Commissioners which provides timelines for removal of the Trust from Management Watch. The Board of County Commissioners shall have the authority to remove the Trust from Management Watch.

The Trust, in addition to providing quarterly financial reports, shall submit to the Board an annual Report Card on the State of the Black Community in Miami-Dade County. The report card shall include information on factors such as, but not limited to, the unemployment rate, the rates of business ownership, graduation rates, and homeownership rates within Miami-Dade County's Black community. The report card shall be presented to the Board and to the community.

(f) Subject to the Miami-Dade County budgetary process and the availability of funds, the County will include in its annual budget funds for administrative costs and additional funds for programmatic activities. Requests for administrative and programmatic funds are to be made in accordance with the procedures described in Section 2-506(i). The County Manager is directed to include his recommendation for administrative and programmatic funding for the Trust in the annual proposed budget.

(Ord. No. 92-12, § 5, 2-18-92; Ord. No. 01-01, § 1, 1-23-01; Ord. No. 08-86, § 3, 7-1-08)

Sec. 2-506. Powers and duties of the Trust.

The Trust, acting through its governing body, shall be authorized to exercise such powers and shall be required to perform such duties as are hereinafter provided:

- (a) Every five (5) years, the Trust shall establish a five-year comprehensive plan (hereinafter "the plan"). The plan shall contain one-year goals and objectives, the completion of which shall be needed to accomplish the comprehensive plan. The first plan shall be submitted to the Board of County Commissioners for approval.
- (b) The Trust shall be empowered to expend administrative and programmatic resources to achieve each of its one-year goals and objectives as well as to accomplish and complete each five-year plan.
- (c) The Trust shall identify and develop a variety of alternative funding sources and shall seek and apply for State, federal and private grants, including but not limited from philanthropic and non-tax based sources.
- (d) The Trust shall serve as an advocate for and providing of the economic conditions and economic development initiatives in Miami-Dade County.

(e) The Trust shall submit to the Board an annual scorecard that reflects the performance of those entities, (both public and private) charged with and funded to improve conditions in blighted communities.

(f) The Trust shall conduct a disparity study that examines the present economic conditions of Blacks in Miami-Dade County. This study shall be conducted every ten (10) years and submitted to the Board.

(g) The Trust, as an agent and instrumentality of Miami-Dade County, shall be authorized to act for Miami-Dade County in the performance and enforcement of all contracts and, subsequent to the effective date of this chapter and subject to the limitations set forth below, shall additionally be empowered to negotiate and execute such contracts as are properly within the powers and duties of the Trust. However, the Trust shall not without the prior approval of the Board of County Commissioners, enter into or amend any contract which shall require the expenditure of funds in excess of the amounts appropriated to the trust by the Board of County Commissioners.

The Trust shall comply with the formal bid requirements of Section 4.03(D) of the Charter of Miami-Dade County, Florida, and for such purpose the term "board" as used in Section 4.03(D) shall be construed to be "board of trustees" and the term "manager" shall be construed to be executive director of the Trust.

For all construction contracts, the trust shall comply with the provisions of Section 10-38 of the County Code and the administrative procedures adopted pursuant to said section.

For all purchases of commodities and services, the trust shall comply with the provisions of Section 2-8.2 of the County Code and the administrative procedures adopted pursuant to said section.

(h) The Trust's budget requests shall be prepared and submitted in the same manner as the budget for a County department and will be considered as part of the Miami-Dade County budget process. The Trust's budget requests shall be prepared in a format prescribed by the County Manager.

(Ord. No. 92-12, § 6, 2-18-92; Ord. No. 93-12, § 1, 2-16-93; Ord. No. 01-01, § 1, 1-23-01; Ord. No. 09-70, § 4, 9-1-09)

Sec. 2-507. Reserved.

Editor's note: Ord. No. 01-01, § 1, adopted Jan. 23, 2001, repealed section 2-507 in its entirety. Former section 2-507 pertained to an extension of the transition period and derived from Ord. No. 92-12, § 7, adopted Feb. 18, 1992.

Sec. 2-508. Applicability of Florida Open Government and Conflict of Interest Laws.

The Trust shall at all times operate under the Florida Open Government Laws, including the "Sunshine Laws," Public Meeting Laws and Public Record Laws, and shall be governed by all State and County conflict of interest laws, as applicable, including the Miami-Dade County Conflict of Interest and Code of Ethics ordinance, Section 2-11.1 of the Code of Miami-Dade County, Florida.

(Ord. No. 92-12, § 8, 2-18-92)

Sec. 2-509. Validity.

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

(Ord. No. 92-12, § 9, 2-18-92)

Secs. 2-510--2-520. Reserved.