Memorandum

MIAMI-DADE COUNTY

Date:	May 9, 2011
To:	Honorable Chairman Joe A. Martinez and Members, Board of County Commissioners
From:	George M. Burgess County Manager
Subject:	Sunset Review of County Boards for 2011 – Ronald Reagan Equestrian Center Advisory Board

RCA
Agenda Item No. 7(D)

In accordance with the provisions of Section 2-11.40 of the Code of Miami-Dade County, I am transmitting the 2011 Sunset Review of County Boards Report for the Ronald Reagan Equestrian Center Advisory Board. The Board approved the attached report at its meeting of January 13, 2011 and has recommended the continuation of its board.

Alex Muñoz
Assistant County Manager

cmo06411

Memorandum

MIAMI-DADE COUNTY

Date: January 13, 2011

To: George M. Burgess
County Manager

From: Bert Triana
Chairperson, Ronald Reagan Equestrian Center Advisory Board

Subject: Sunset Review of County Boards for 2011 – Ronald Reagan Equestrian Center Advisory Board

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Pursuant to Section 2-11, 40 of the Code of Miami-Dade County, I am submitting the 2011 Sunset Review of County Boards Report for the Ronald Reagan Equestrian Center Advisory Board for transmittal to the Board of county Commissioners (BCC). The Board approved the attached report at its meeting of January 13, 2011.

It is recommended that the BCC approve the continuation of the Ronald Reagan Equestrian Center Advisory Board.

BACKGROUND:

On April 19, 2005 the Board of County Commissioners created the establishment of the Ronald Reagan Equestrian Center Advisory Board. The purpose of the advisory board is to provide guidance on programming and use of the Equestrian Center at Tropical Park. During the past year the advisory board has served that purpose by providing the Miami-Dade Park and Recreation Department input on expressing their opinion concerning the capital development of the facility. We believe that this input has been helpful and constructive and that the Ronald Reagan Equestrian Center Advisory Board should continue to act in the best interest of the county regarding the equestrian center.

Bert Triana
Board Chairperson

Sunset Review Questionnaire
Miami-Dade County Boards
2011

I. GENERAL INFORMATION

1. Name of Board reporting:
   Ronald Reagan Equestrian Center Advisory Board

2. Indicate number of board members, terms of office, and number of vacancies:

   Number of Board Members: **7**
   Term of Office: **2-Year Terms**
   Number of Vacancies: **0**

3. Identify number of meetings and members' attendance (Attach records reflecting activity from Jan.1, 2009 through December 31, 2010):

   Number of Meetings: 4
   Number of Meetings with Quorum: 4
   Attendance Records: **See Attachment**

4. What is the source of your funding?
   This Advisory Board requires no funding

5. Date of Board Creation: **April 19, 2005**

6. Attach a copy of the ordinance creating the Board (Please include all subsequent amendments).
   See Attachment

7. Include the Board's Mission Statement or state its purpose:
   For the purpose of providing guidance on programming and use of the Ronald Reagan Equestrian Center and to report to the Board of County Commissioners the status and progress of programming and use of the Ronald Reagan Equestrian Center.

8. Attach the Board's standard operating procedures, if any. **N/A**

9. Attach a copy of the Board's By-Laws, if any. **N/A**

10. Attach the copy of the Board minutes approving the Sunset Review Questionnaire, including a vote of the membership.
    See Attachment

11. Include a diskette, saved as ASCII or Rich Text Format (RTF), of the County Manager's transmittal memorandum to the Board of County Commissioners with the Board's Recommendation. **See Attached**

Sunset Review Questionnaire
Miami-Dade County Boards
2011

II. EVALUATION CRITERIA

1. Is the Board serving the purpose for which it was created? (Please provide detailed information) **Board members serve as a sounding board for the Park and Recreation Department regarding the development of equestrian center as they view it from the perspective of their representative groups**

2. Is the Board serving current community needs? (Please provide detailed information) **The Board has taken an active role in suggesting to the Parks Department the priority elements that they fell are most appropriate for the overall development of the equestrian center**

3. What are the Board's major accomplishments?

   a. Last 24 months: **Board has kept current with the development of the equestrian center with regard to available GOB funding. Board has made recommendations for priority of elements that they feel are in the best interest of the facility's development**
   b. Since established: **See 3a**

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

5. Should the ordinance creating the Board be amended to better enable the Board to serve the purpose fro which it was created? (Attach proposed changes, if answer is "Yes")
   No

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

7. What is the operating cost of the Board, both direct and indirect? (Report on FY 2009 and FY 2010)
   There are no direct or indirect costs associated with the operation of this Advisory Board

8. Describe the Board's performance measures developed to determine its own effectiveness in achieving its stated goals.
   This Board has not yet established performance measures

TROPICAL PARK EQUESTRIAN CENTER
ADVISORY BOARD

Ordinance-05-74

Member	Association	Attendance				
		1/29/09	4/23/09	6/3/09	5/20/10	01/13/11
Ruben Abella	Florida Quarter Horse	X	X	X		
Carlos Blanco	Paso Fino Association	X		X	X	
Celi Ervesun	National Quarter Horse Asso.	X	X	X	X	
Mario Hernandez	Paso Fino Association	X	X			
Maria Linares	UM Equestrian Team	X	X	X	X	
Jose Bernardo Pigna	Paso Fino Association	X		X		
Bert Triana	Past Advisory Board Member	X	X	X	X	

The advisory Board provides guidance on programming and use of the Ronald Reagan Equestrian Center (Tropical Park).

1 Advisory Board members serve a term of two years and can be re-appointed by the County Manager

Approved _____ Mayor

Veto _____

Override _____

Agenda Item No. 7(C)

04-19-05

ORDINANCE NO. 05-74

ORDINANCE CREATING SECTION 2-1150 OF THE CODE OF MIAMI-DADE COUNTY; ESTABLISHING THE RONALD REAGAN EQUESTRIAN CENTER ADVISORY BOARD; PROVIDING FOR MEMBERSHIP, PURPOSE, ORGANIZATION, AND PROCEDURE, APPOINTMENT AND TENURE, POWERS, DUTIES, AND FUNCTIONS OF THE BOARD, AND STAFF SUPPORT; PROVIDING SEVERABILITY, INCLUSION IN THE CODE, AND AN EFFECTIVE DATE

WHEREAS, the Miami-Dade County Park and Recreation Department has built the premiere Ronald Reagan Equestrian Center at Tropical Park; and

WHEREAS, the Equestrian Center Advisory Board has been providing practical and technical advice to Miami-Dade County staff for the use and development of the Ronald Reagan Equestrian Center; and

WHEREAS, this Board recognizes that the Equestrian Center Advisory Board has served an invaluable role in the formation of Ronald Reagan Equestrian Center and its continued existence would be beneficial to the development of programming and use of this facility, which in turn benefits the community as a whole,

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

Section 1. Section 2-1150 of the Code of Miami-Dade County, Florida, is hereby created to read as follows:[1]

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[1] Words stricken through and/or [[double bracketed]] shall be deleted. Words underscored and/or >>double arrowed<< constitute the amendment proposed.

>>A. Creation of the Ronald Reagan Equestrian Center Advisory Board. There is hereby created and established the Ronald Reagan Park Equestrian Center Advisory Board (the "Advisory Board") for the purpose of providing guidance on programming and use of the Ronald Reagan Equestrian Center and to report to the Board of County Commissioners the status and progress of programming and use of the Ronald Reagan Equestrian Center.

B. Authority and Limitations of Powers of Advisory Board:

1. The Advisory Board shall have the authority to make recommendations to the Board of County Commissioners. The Advisory Board shall provide an annual report, either oral or written, to the Board of County Commissioners embodying its recommendations.

2. The Advisory Board shall have the authority to make recommendations to the Park and Recreation Department regarding programming and maximizing the use of the Ronald Reagan Equestrian Center. The Advisory Board shall also provide technical and practical advice to the Park and Recreation Department regarding the Ronald Reagan Equestrian Center's operations.

3. The Advisory Board shall have no power or authority to commit Miami-Dade County to any policies, or incur any financial obligations or to create any liability on the part of the County. The actions and recommendations of the Advisory Board are advisory only and shall not be binding upon the Board of County Commissioners or the Park and Recreation Department.

C. Ratification by the Board of County Commissioners. Any rules, guidelines, applications, or other material established by the Advisory Board as set forth in this section shall be submitted to the Board of County Commissioners for ratification.

D. Advisory Board Membership. The following entities shall be represented by one member on the Advisory Board:

1. A representative from the Equestrian Center Task Force;

2. A representative from the Paso Fino Horse Breeders;

3. A representative from the Andalusian Horse Breeders;

4. A representative from the Quarter Horse Association;

5. A representative from the Arabian Horse Breeders;

6. A representative from the Jumping Horse Association; and

7. A representative from any other association relevant to the objectives of this section.

E. Qualifications of Advisory Board Members. All of the Advisory Board Members shall be at least 21 years of age and be citizens of the United States. In addition to any other qualification the Advisory Board may establish from time to time, Advisory Board Members shall be of high moral character and have demonstrated business experience and acumen in equestrian matters.

F. Appointment of Advisory Board Members. The County Manager shall contact each of the entities referenced in Section D above, and shall request that each entity submit the name of at least (1) one interested and eligible nominee. The County Manager shall have authority to approve the nominations made by the entities.

G. Election and Term. Advisory Board Members appointed by the County Manager shall serve a two (2) year term and may be re-appointed for subsequent terms as approved by the County Manager. Advisory Board Members shall serve until the earlier of: (i) the expiration of a two (2) year term commencing on the date of the appointment by the County Manager; (ii) removal by a majority vote of the Advisory Board; or (iii) resignation from the Advisory Board. Any Advisory Board vacancies arising due to an Advisory Board Member's term expiring, removal, resignation, or otherwise shall be filled as provided in Section F above.

H. Removal. Any Advisory Board Members may be removed with or without cause at any time by the vote of a majority of the Advisory Board Members entitled to vote at a special meeting of the Advisory Board called for that purpose.

I. Compensation. Advisory Board Members shall serve without compensation, but shall be entitled to reimbursement for necessary expenses incurred in the discharge of their duties.

J. Organization of the Advisory Board.

1. Meetings. The Advisory Board shall hold regular meetings, as it deems necessary. A majority of the duly appointed and sitting members of the Advisory Board shall constitute a quorum. Minutes shall be kept of all meetings of the Advisory Board and all meetings shall be duly noticed to the public.

2. Applicability of County Rules and Procedures. The Advisory Board shall at all times operate under Florida open government laws, including the "Sunshine Law," public meeting laws, and public records laws, and shall be governed by all State and County Conflict of Interest and Code of Ethics Ordinance, Sec. 2-11.1 of the Code of Miami-Dade County, as amended.

3. Attendance Requirement. Notwithstanding any other provision of the Code of Miami-Dade County, any Advisory Board Member shall be automatically removed if, in a given fiscal year: (i) he or she is absent from three (3) Advisory Board meetings, consecutive or otherwise, without an acceptable excuse; or (ii) whether excused or not, he or she misses two-thirds (2/3) of the Advisory Board's meetings in a given fiscal year. A member shall be deemed absent from a meeting when he or she is not present at the meeting at least seventy-five percent of the time. An "acceptable excuse" is defined as an absence for medical reasons, business reasons, personal reasons, or any other reason, which a majority of the Advisory Board Members present at a meeting deem appropriate. By a two-thirds (2/3) vote of the Advisory Board Members present at a meeting, the provisions of this section (J)(3) may be waived.

4. Staff and Facility Support. The County Manager shall provide such staff to support the Advisory Board as may be necessary to accomplish its purpose. The County Manager may provide such facilities as the Advisory Board deems necessary to accomplish its purpose. <<

Section 2. Severability. 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. Incorporation into the County Code. 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. Effective Date. This ordinance shall become effective 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.

PASSED AND ADOPTED:

Approved by County Attorney as
to form and legal sufficiency:

Prepared by:

Mariela Martinez-Cid

Sponsored by Senator Javier D. Souto

RONALD REGAN EQUESTRIAN CENTER AT TROPICAL PARK, ADVISORY BOARD MEETING, 2011 CALENDAR YEAR MEETING NUMBER 1, JANUARY 13, 2011. THIS WAS A CARRYOVER MEETING FROM THE 01/10/11 MEETING WHERE A QUORUM OF TASK FORCE MEMBERS WAS NOT OBTAINED AND THE MEETING WAS POSTPONED

- ✓ The meeting was held at the Tropical Park Office conference room
- ✓ Committee Members Present: Bert Triana (Chairperson), Bernando Pigna, Carlos Blanco, and Maria Linares
- ✓ Committee Members not present: Celi Ervesun (Co-Chairperson), Ruben Abella, and Mario Hernandez
- ✓ MDPR Staff Members present: George Parrado (Region Manager), Tim Byrnes (Park Manager), and Pablo Tejeda (Equestrian Center Manager)
- ✓ Chairperson Bert Triana made a motion to call the meeting to order that was seconded by committee member Bernando Pigna
- ✓ George Parrado, reviewed with the committee the required paperwork for the Annual Sunset Review of County Board for 2011, the information shared included the following:
    - a) Cover memo from Task Force Chairman to County Manager, submitting the 2011 Sunset Review of County Board Report
    - b) Cover memo forwarding the Sunset Review from the County Manager to the Chairperson of the County Commission
    - c) Sunset Review Questionnaire
    - d) Advisory board meeting attendance report
    - e) 04/23/09 Committee Meeting Minutes
    - f) 05/20/10 Committee Meeting Minutes
    - g) Miami-Dade County Ordinance # 05-74, copy of ordinance that created Advisory Board for the Equestrian Center
- ✓ Required Annual Sunset Review paperwork was review and signed by Board Chairperson Bert Triana, and returned to George Parrado for submission to the County
- ✓ George Parrado recommend that the Chairperson schedule another committee meeting in the near future to review committee membership to be in compliance with the ordinance and select a new Chairperson and a Co-Chairperson
- ✓ The Board discussed the make up of the board, as it relates to the stipulation outlined in the ordinance that there be seven members to the board one from each of the equine genres that uses the facility;
    - a) Equestrian Task Force Member
    - b) Paso Fino Horse Breeder
    - c) Andalusian Horse Breeder
    - d) Quarter Horse Association
    - e) Arabian Horse Breeder
    - f) Jumper Horse Association
    - g) Representatives from any other association relevant to the objectives of the committee

- ✓ After much discussion regarding the amount of members on the committee that have affiliation to the Paso Fino Horse Breed, George Parrado recommended that after review and discussion at the next board meeting that the Chairperson submit to the County Manager the list of the seven best qualified people to serve on the board for the betterment of the facility.
- ✓ The possibilities of Individual subcommittees for members to be apart of was discussed and needs to be further be analyzed for possibly implemented (i.e. new events, marketing, and finical planning for struggling associations)
- ✓ Chairperson Bert Triana requested that someone be present at the next meeting from the County that can discuss and enlighten the committee members on the "Sunshine Law", Conflict of Interest Ordinance , and the Code of Ethics Ordinance, specially as it relates to the Committee's involvement with the expenditures of GOB construction funds assigned to the Equestrian Center
- ✓ Chairperson Bert Triana proposed a wish that Committee bylaws and guidelines be established for the committee members to follow
- ✓ The committee agreed that they needed to work with the park staff to bring additional horse related events to the facility
- ✓ Next Advisory Board Meeting was scheduled for February 15, 2011 at 6PM at the Tropical Park Office conference room
- ✓ Chairperson Bert Triana made a motion to adjourn the meeting that was seconded by Committee Member Maria Linares
- ✓ Meeting was adjourned at 6:20PM
- ✓ Any person taking exception to any statement written above or with anything to add to the statements written above, please notify the undersigned within 7 days of the issued date of these minutes for corrections. If there are no exceptions taken, these minutes shall be considered an accurate record of the meeting.
- ✓ Undersigned Tim Byrnes Tropical Park Manager