



**BOARD OF COUNTY COMMISSIONERS
OFFICE OF THE COMMISSION AUDITOR**

M E M O R A N D U M

TO: Honorable Chairwoman Rebeca Sosa,
and Members, Board of County Commissioners

FROM: Charles Anderson
Commission Auditor

A handwritten signature in black ink, appearing to read "Charles Anderson", is written over the printed name and title.

DATE: February 4, 2014

SUBJECT: Supplement to Board Directives (140148)

In addition to the Board Directives Quarterly Report ending December 31, 2013, attached is *Supplemental Information* reflecting actions taken from January 1, 2014 through January 29, 2014.

Attachment

Board of County Commissioners
Directives Report
(Supplement)

This is supplemental information to the directives report ending December 31, 2013, reflecting action(s) taken after the reporting period: January 1, 2014 through January 29, 2014.

Assigned to	Completed
BENFORD, Russell	1
HUDAK, Alina	-
IGLESIAS, Chip	1
MARQUEZ, Ed	1
MARTINEZ, Lisa	2
OSTERHOLT, Jack	9
Total	14

*Please note that some due dates were adjusted after the original report was released.

AGENDA INFO	BODY	REQUESTER	ASSIGNED TO	DUE DATE	STATUS
11A9 121263 AMEND CDMP PLAN	BCC 9/6/2012	Souto	Lisa Martinez Jack Osterholt	4/1/2014	Complete – Closed 1/10/2014 11/26/2013- On October 23, 2013, PROS Director Jack Kardys made a request via Memorandum to Jack Osterholt, Director, Regulatory and Economic Resources to amend the Future Land Use Map of the Comprehensive Development Master Plan to depict the 18-acre former cemetery park western expansion and the 5-acre WASD easement northern park expansion as Park and Recreation. In April/May of 2014, RER will request to amend the Future Land Use Map of the Comprehensive Development Master Plan. Requesting an extension to April 2014, for the next cycle of CDMP amendments. GL Update 6/25/13 - Ongoing: Extension requested to November 1, 2013. PROS continues to work on reevaluating County owned land for feasibility of utilizing land as park land. RER will make the necessary amendments to redesignate certain parcels to Parks and Recreation. PROS staff will be meeting with Senator Souto after the 7/8/13 CRC meeting to provide him with an update on the CDMP amendment progress thus far and the status of the companion directive (121264 - KIH General Plan). (Ongoing: Staff from PROS is working on their companion directive (121264) to modify the Kendall Indian Hammocks Master Plan relative to the parcels that PROS has been pursuing for acquisition adjacent to the park, and their reevaluation of County owned land occupied by other County agencies (Fire, PWWM, Medical Examiner, etc.) for feasibility of including as part of the park. Based upon the feasibility of modifying the Master Plan to create more parkland out of the above referenced parcels, RER Planning Division would file the necessary plan amendments to re-designate certain parcels to Parks and Recreation. PROS and RER will work together to coordinate the appropriate amendments to the Indian Hammocks Master Plan prior to the formal filing of a CDMP application.
INSTRUCTIONS DIRECTING THE COUNTY MAYOR OR THE MAYOR'S DESIGNEE TO FILE AN APPLICATION TO AMEND THE COMPREHENSIVE DEVELOPMENT MASTER PLAN TO DESIGNATE COUNTY-OWNED PROPERTY ADJACENT TO KENDALL INDIAN HAMMOCKS PARK AS PARK AND RECREATION ON THE LAND USE PLAN MAP					
11A4 122115 IMPLEMENTATION OF VOLUNTARY PROPERTY ASSESSMENT	BCC 11/8/2012	Diaz	Jack Osterholt	1/19/2014 *	Complete – Closed 1/10/2014 The Office of Sustainability has compiled a report that is being circulated for industry comment. Comments are expected back in early July and a final report will be issued to the Board shortly thereafter. Update: This report was provided to the Board via electronic correspondence from the Mayor's account on November 13, 2013.
INSTRUCTIONS DIRECTING COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO PREPARE REPORT WHICH INCLUDES RECOMMENDATIONS RELATED TO IMPLEMENTATION OF VOLUNTARY PROPERTY ASSESSMENT CLEAN ENERGY PROGRAM PURSUANT TO COUNTY CODE AND TO PRESENT THEM TO THIS BOARD WITHIN SIXTY DAYS [SEE ORIGINAL ITEM UNDER FILE NO. 121697]					
11A1 130113 WEB PAGE TO ACCESSIBLE TO REPORT FRAUD	BCC 12/18/2012	Bell	Genaro "Chip" Iglesias	5/15/2013	Complete – Closed 1/16/2014 Department and Lili Collazo have advised Commissioner Bell's Chief of Staff. LC 6/29/13 website has been developed and is currently being tested. Ready to go live in 2-3 weeks
INSTRUCTIONS DIRECTING THE MAYOR OR MAYOR'S DESIGNEE TO CREATE A WEB PAGE DIRECTLY ACCESSIBLE FROM THE COUNTY'S HOMEPAGE THAT WILL ENABLE CITIZENS TO REPORT FRAUD [SEE ORIGINAL ITEM UNDER FILE NO. 121587]					

AGENDA INFO	BODY	REQUESTER	ASSIGNED TO	DUE DATE	STATUS
(NON-AGENDA) 130556 FEASIBILITY OF CONSTRUCTING A WEST DADE GOVERNMENT CENTER	ICAP 4/9/2013	Heyman	Jack Osterholt	1/14/2014 *	<p>Complete – Closed 1/10/2014</p> <p>A report is being compiled that will summarize the County's current offerings, as many of the former Team Metro's services are offered through RER and CIAO. Update: This request was not pursued as part of the development of the 2013-14 budget but the following information was compiled. A related report was also issued from the Mayor via electronic correspondence on October 25, 2013 on the feasibility of a West Dade Government Center. Former Team Metro services offered at the three 311 Service Centers include • Purchase Dog Tags at all three locations; includes ability to update animal information on the spot (this is an added feature as compared to the Team Metro model). • Purchase Baby Stroller Permits (sold at the 3 Service Centers and 7 partner agencies/hospitals – soon to be 10 with JMH in July); sale of permits at hospitals is an added feature not available in the Team Metro model. • Purchase and replenish Transit Easy Card at all three Service Centers. The South Dade Justice Center has a TVM. The PIC and NDJC make the sales using a TOM, which requires interaction with service center staff. Parking passes can only be purchased at the TVM in SDJC, not the PIC or NDJC. • Process Golden Passport (renewals, new applications and replacements), Patriot Passport (renewals, new applications and replacements). • Online payment for property taxes (this is an added feature as compared to the Team Metro model). • Information and Referral Services. In-person service requests as if calling 311 directly, i.e. missed garbage pick-up, replace recycling carts, report pot holes, transit trip planning, information on pet adoptions, stray dogs, request building inspection, information on property taxes, etc. (this is an added feature as compared to the Team Metro model). Services Offered by Team Metro not replicated in the 311 model: • U.S. Passport Sales. • Government-on-the-Go Bus (mobile service centers). • Community Outreach; attended civic meetings on a routine basis (Neighborhood Crime Watch, Homeowner Association, CAC, etc.). Team Metro would make presentations on new or existing county services including any upcoming changes to programs. They would also facilitate attendance of other agencies to address ongoing issues in the area. Take notes on problem areas in the community, whether enforcement-related or required action by other agencies and then report back at the following meeting with updates. The Department would also coordinate/facilitate community events and projects such as rehabilitating homes, beautification projects, etc. Such activities would now be handled by individual departments, as feasible. • Case Management; the Department conducted true case management – actively followed cases through to conclusion, whether the issue was local, state or federal. Case managers (outreach specialists) would monitor the case and engage multiple parties to resolve issues and followed-up with constituent/requestor on a routine basis. Again, such activities would now be handled by individual departments as feasible.</p>

INSTRUCTIONS VICE CHAIR HEYMAN ASKED DEPUTY MAYOR/COUNTY MANAGER ALINA HUDAK TO EXPLORE THE POSSIBILITY OF REINSTITUTING THE TEAM METRO CONCEPT TO PROVIDE VARIOUS COUNTY SERVICES TO THE RESIDENTS, PARTICULARLY AS IT RELATED TO CODE ENFORCEMENT.

AGENDA INFO	BODY	REQUESTER	ASSIGNED TO	DUE DATE	STATUS
14A2 130674 FUEL FACILITIES AT PORT OF MIAMI	BCC 4/16/2013	Sosa	Jack Osterholt	1/23/2014 *	Complete – Closed 1/10/2014 The Seaport is conducting the requested analysis through two fuel-related studies at once. The first directly responds to the resolution; the second study, which predates the first, explores the possible formation of a fuel buying consortium, not unlike MIA's. The consortium would be a not-for-profit formed in conjunction with the Seaport's major marine fuel purchasers and intended to acquire a long-term controlling lease over the Fisher Island marine fuel tanks. Update: This report was transmitted to the Board via electronic correspondence from the Mayor's account on November 6, 2013.
INSTRUCTIONS DIRECTING COUNTY MAYOR OR MAYORS DESIGNEE TO CONFER WITH SEAPORT DEPARTMENTS CRUISE AND CARGO LINE CUSTOMERS REGARDING THE POTENTIAL ADVANTAGES AND DESIRABILITY OF COUNTY ACQUIRING ON-DOCK FUEL FACILITIES AT THE PORT OF MIAMI; EXPEDITE COMPLETION OF AN ALREADY COMMENCED FEASIBILITY STUDY TO INVESTIGATE THE VIABILITY, DESIRABILITY, COSTS AND OTHER REQUIREMENTS OF OBTAINING SUCH ON-PORT FUEL FACILITIES; AND REPORT BACK TO THIS BOARD THE FINDINGS OF THE REQUESTED STUDY WITHIN 120 DAYS					
11A2 130971 DUE DILIGENCE IN HCD FUNDING	BCC 7/2/2013	Jordan	Ed Marquez	8/27/2013	Complete - Closed 1/28/2014 MM- Duly Noted. This issue was addressed through legislation sponsored by Commissioner Jordan (Legistar 131840, Resolution R-63-14). As such, affidavits are required by vendors wishing to do business with the County.
INSTRUCTIONS COMMISSIONER JORDAN ASKED DEPUTY MAYOR JACK OSTERHOLT TO PREPARE AN OUTLINE OF THE REQUIREMENTS OF FOR-PROFIT ENTITIES IN TERMS OF THIS PROPOSED LEGISLATION AND WHETHER IT IS COMPARABLE TO THE REQUIREMENTS FOR NON-PROFIT ENTITIES AND IF BONDING WAS REQUIRED OR NOT. SHE REQUESTED THAT, IF THE REQUIREMENTS) WERE NOT COMPARABLE TO THIS LEGISLATION THEN LEGISLATION SHOULD BE PREPARED THAT WOULD MAKE IT EQUITABLE. COMMISSIONER JORDAN ASKED THE COUNTY ATTORNEY TO PREPARE A COMPANION LEGISLATION THAT WOULD REQUIRE ALL PRIVATE SECTORS OR FOR-PROFIT ENTITIES TO ADHERE TO THE SAME REQUIREMENTS OUTLINED IN THIS PROPOSED LEGISLATION.					
11A11 131227 COMMUNITY ZONING APPEALS BOARDS STUDY	BCC 7/2/2013	Sosa	Jack Osterholt	1/17/2014 *	Complete – Closed 1/10/2014 Staff is working on the requested report. Update: This report was issued to the Board via electronic correspondence from the Mayor's account on November 18, 2013.
INSTRUCTIONS DIRECTING THE MAYOR TO STUDY THE COMMUNITY ZONING APPEALS BOARDS TO DETERMINE WHETHER THERE IS A LACK OF CONSISTENCY AMONG THEIR DECISIONS, WHETHER ADDITIONAL REGULATIONS ARE NEEDED TO ADDRESS SUCH INCONSISTENCIES, WHETHER ADDITIONAL PROCEDURES ARE NEEDED TO ENSURE THAT COMMUNITY ZONING APPEALS BOARD MEMBERS ARE IN COMPLIANCE WITH MIAMI-DADE COUNTY'S ETHICS REGULATIONS, AND TO PROVIDE AN ANALYSIS OF THE COSTS ASSOCIATED WITH THE OPERATION OF THE COMMUNITY ZONING APPEALS BOARDS					
(NON-AGENDA) 131445 NON AGENDA REPORT ITEM FOR 7/8/13 FOR CARC	CAR 7/8/2013	Jordan	Russell Benford	7/16/2013	Complete – Closed 1/6/2014 Please see the PHCD response to the referenced directive.SG
INSTRUCTIONS COMMISSIONER JORDAN REQUESTED DEPUTY MAYOR LISA MARTINEZ TO PROVIDE A REPORT AT THE NEXT BOARD OF COUNTY COMMISSIONERS MEETING OUTLINING THE STATUS OF ANY AND ALL OUTSTANDING U.S. HUD ALLOCATIONS FOR CDBG, HOME AND ESG FUNDS INCLUDING UNRESOLVED ISSUES THAT MAY EXIST WITH DEVELOPERS. SHE ALSO REQUESTED THAT ADMINISTRATION ENSURE THAT THE COUNTY'S FUNDING ENTITLEMENTS WERE NOT JEOPARDIZED AND INCLUDE A PLAN ON HOW TO EXPEND THOSE FUNDS.					
11A2 131307 BASIN C WATER SEWER MAINS	BCC 9/4/2013	Bell	Jack Osterholt	1/22/2014 *	Complete – Closed 1/10/2014 From P. Voight, 9/30/2013: The EQCB admin staff at DERM have not yet received the subject application from the Village of Palmetto Bay. DERM staff is aware of the BCC-approved item (131307) and will include an official copy of the approved item with the application package documents that go to the members of the EQCB before hearing the application and making a ruling on the application.
INSTRUCTIONS DIRECTING THE MAYOR OR DESIGNEE TO SUPPORT THE APPLICATION BEFORE THE ENVIRONMENTAL QUALITY CONTROL BOARD OF THE VILLAGE OF PALMETTO BAY WITH RESPECT TO BASIN C WATER AND SEWER IMPROVEMENTS TO RECOMMEND AN EXTENSION OF TIME FOR TEN (10) YEARS FOR CONNECTION TO THE WATER AND SEWER MAINS FOR SINGLE-FAMILY RESIDENTIAL PROPERTIES THAT ARE WITHIN BASIN C					

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1F5 131883 FOR HIRE VEHICLES AMENDING TAXICABS	TAC 11/13/2013	Moss	Jack Osterholt	1/15/2014 *	Complete – Closed 1/10/2014 On November 22, Theresa Therilus of RER sent an email response to Samuel Wilson of Commissioner Moss' staff explaining the following: "It is possible for credit card service providers to pay taxi drivers within one day. However, in the case of a 1 business day turnaround, the only payment option available will be through a debit card. Drivers will incur the cost of converting the money into cash as they would have to get cash out of an ATM machine. With a two day turnaround, credit card service providers can deposit directly into the driver's bank account through an ACH deposit. Drivers will receive the funds within 1 business day if they use the same bank as the merchant and in 2 business days if they use a different bank." Regarding the inspection request, staff relayed the following: "Inspection of credit card machines can be performed by enforcement officers. Credit card service providers will provide demo cards that enforcement staff can use to test whether the credit card machine is operational."
INSTRUCTIONS CHAIRMAN MOSS ASKED DEPUTY MAYOR ALINA HUDAK ALONG WITH DIVISION DIRECTOR JOE MORA OF RER'S FOR-HIRE TRANSPORTATION DIVISION TO VERIFY WHETHER A TWO-DAY TURNAROUND FOR CREDIT CARD PAYMENTS WAS MANDATED BY THE CREDIT CARD SERVICE PROVIDERS' REGULATIONS, AND TO REPORT ON WHETHER THIS ORDINANCE COULD BE CHANGED TO PROVIDE FOR A ONE-DAY TURNAROUND INSTEAD, PRIOR TO THIS ITEM GOING BEFORE THE FULL BOARD FOR CONSIDERATION. HE ALSO ASKED MR. MORA TO REVIEW AND REPORT ON WHETHER EXPERTISE WAS REQUIRED TO INSPECT THE CREDIT CARD MACHINES USED IN TAXICAB VEHICLES.					
3C 132129 MDAD PSA HJ ROSS	TAC 11/13/2013	Moss	Jack Osterholt	1/11/2014 *	Complete – Closed 1/10/2014 This is a duplicate request.
INSTRUCTIONS CHAIRMAN MOSS ASKED DEPUTY MAYOR ALINA HUDAK ALONG WITH MIAMI DADE AVIATION DEPARTMENT DIRECTOR EMILIO GONZALEZ TO ENSURE THE AVIATION PLANNING CONSULTING SERVICES INCLUDED A CONSULTANT REVIEW/STUDY ON THE FEASIBILITY OF ESTABLISHING AN AIRWAY SYSTEM AND GATEWAY BETWEEN MDC AND WEST AFRICA, AND TO PROVIDE THIS COMMITTEE WITH A REPORT ON THE FINDINGS.					
7A 132418 ORAL REPORT ON COCONUT GROVE PLAYHOUSE	CAR 12/9/2013	Suarez	Lisa Martinez	12/17/2013	Complete – Closed 1/6/2014 Shared item with Commissioner prior to BCC. He was the main sponsor. GL.
INSTRUCTIONS COMMISSIONER SUAREZ ASKED MS. LISA MARTINEZ, SENIOR ADVISOR TO THE MAYOR TO ADVISE THE MAYOR THAT HE WOULD BE INTERESTED IN BEING APPOINTED AS A REPRESENTATIVE UNDER THE HOME RULE CHARTER AND UNDER THE CODE OF ORDINANCES OF THE COUNTY TO WORK ALONGSIDE MR. MICHEAL SPRING, MIAMI PARKING AUTHORITY AND ANY OTHER COUNTY REPRESENTATIVES IN THE ONGOING NEGOTIATIONS TO REACH AN AGREEMENT WITH THE CITY OF MIAMI REGARDING THE COCONUT GROVE PLAYHOUSE. HE, ALSO, ASKED THAT HE BE ALLOWED TO REVIEW THE AGREEMENT PRIOR TO IT BEING PRESENTED TO THE BOARD FOR CONSIDERATION AT ITS DECEMBER 17, 2013, BOARD MEETING.					
(NON-AGENDA)	TAC 12/11/2013	Moss	Jack Osterholt	1/15/2014	Complete – Closed 1/10/2014 MDAD staff has prepared a Powerpoint presentation for the January TAC meeting to address this request.
INSTRUCTIONS CHAIRMAN MOSS ASKED DEPUTY MAYOR ALINA HUDAK TO PREPARE A DISCUSSION ITEM FOR INCLUSION ON THE JANUARY 15, 2014 COMMITTEE AGENDA TO DISCUSS THE STATUS OF THE PROPOSED AIRPORT CITY PROJECT AT MIA; AND TO ENSURE THAT A REPRESENTATIVE WAS PRESENT AT THAT MEETING TO PROVIDE A FULL, DETAILED REPORT ON THE PROGRESS OF THIS PROJECT AND PLANS FOR MOVING IT FORWARD.					