

SOUTH B MUNICIPAL ADVISORY COMMITTEE MEETING

OFFICIAL MEETING MINUTES

WEDNESDAY – JUNE 25, 2014

A meeting of the South B Municipal Advisory Committee took place on June 25, 2014 at 6:00 p.m. at the Naranja Lakes Community Center, 27555 SW 140th.

I. Call to Order – 6:11 p.m.

II. Roll Call/Introductions

- Marva Williams
- Charles Lopez
- Sandra Gilley
- Marvin Williamson, Sr. (arrived later in the meeting)

Staff Present – Jorge Fernandez and Gigi Bolt, Management and Budget

III. Public Discussion

Questions/Comments/Discussions took place by members of the audience. Issues of concern are the following: boundaries of study area, notifying members of the public regarding the meeting, and other concerns related to the area if it were to incorporate. At the conclusion of new business of the meeting, more time was given for public discussion.

IV. Election of Chair, Vice-Chair, and Secretary

- Ms. Williams volunteered for Chair.
- Mr. Lopez volunteered for Vice-Chair.
- Ms. Gilley volunteered for Secretary.

V. MAC Discussion

Jorge Fernandez briefly discussed the governing legislation behind the creation of the South B Municipal Advisory Committee. Mr. Fernandez gave a presentation on basic steps and principles of Incorporation. He discussed the boundaries of the MAC and explained why the Miami-Dade Home Rule Charter is pertinent to the Incorporation process. He also discussed Chapter 20 and went over what the Pro-Forma budget and Conceptual Agreement is since the committee will be working on this later in the process.

VI. Sunshine Law

Jorge Fernandez explained a Memorandum that was provided by the County Attorney's office on Florida Sunshine Law and how it applies to the members of the Municipal Advisory Committee. All business conducted by the MAC members must be done in public, including votes. Mr. Fernandez summarized the presentation and noted the following basic guidelines to abide by: **public notice of meetings and reasonable notice be given, documents are public records, no communication between two or more members outside of a publicly noticed meeting, meetings are recorded, minutes must be done, and everything a MAC member writes or creates becomes a public record.** Two public hearings must be conducted where the public will specifically be invited to speak.

County staff will be custodian of documents on the agenda and Secretary will retain the MAC minutes. MAC Members will be subject to Financial Disclose requirements and will be discussed at further length during the Ethics presentation that the members will receive at a future date.

VII. South B MAC work plan

Mr. Fernandez discussed the work plan that was distributed in the packet for tonight's meeting. The work plan lists the departments that will be invited to address the MAC and make presentations on behalf of their departments. County staff will continue to update the work plan as the MAC process moves forward. The MAC has twenty-four months to complete the study that it was tasked with. Members of the MAC will be responsible for creating a pro-forma budget as well as conceptual agreement. Mr. Fernandez informed the members the date for the next meeting which is: July 23, 2014. All public meetings can be found on Miami-Dade County's website under the calendar section.

VIII. New Business

Commissioner Moss was present and made brief comments regarding the process.

MAC members had some questions about the MAC process that were addressed by Jorge Fernandez.

IX. Next Meeting Date

Next meeting will take place on Wednesday, July 23, 2014 at 6:00 p.m. at the Naranja Lakes Community Center.

X. Adjournment

Meeting adjourned at 6:53 p.m.