

Executive Committee Meeting

Friday, September 30, 2011

10:30 a.m. – 12:18 p.m.

DRAFT MEETING MINUTES

The Southeast Florida Regional Partnership's (Partnership) Executive Committee, met at the offices of the Broward County Metropolitan Planning Organization located at 100 West Cypress Creek Road, Suite 850, in Fort Lauderdale.

Meeting Attendees:

The meeting commenced at approximately 10:30 a.m. and concluded at 12:18 p.m. In attendance for the meeting were the following Executive Committee members (listed in alphabetical order):

1. Doug Bournique, Appointed by Treasure Coast Regional Planning Council
2. Samuel Ferreri, Treasure Coast Regional Planning Council (TCRPC)
3. Kevin Foley, Vice Chair, Treasure Coast Regional Planning Council (TCRPC)
4. Tom Gustafson, Appointed by Treasure Coast Regional Planning Council
5. Norm Taylor, South Florida Regional Planning Council (SFRPC)
6. Ramon Trias, Chair, Treasure Coast Regional Planning Council (TCRPC)
7. James Wolfe, Secretary, Florida Department of Transportation, District 4
8. Barrington Wright, Appointed by South Florida Regional Planning Council

Excused Absence

1. Heather Carruthers, Vice Char, South Florida Regional Planning Council
2. Carla Coleman, Director, Urban Land Institute (ULI) SE Florida/Caribbean Chapter
3. Suzanne Gunzburger, Chair, South Florida Regional Planning Council (SFRPC)
4. Peter O'Bryan, Treasure Coast Regional Planning Council (TCRPC)
5. Gus Pego, Secretary, Florida Department of Transportation, District 6

The Chair, Mr. Ferreri, called to order the Executive Committee Meeting at 10:30 a.m. Ms. Marcela Cambor-Cutsaimanis, Program Manager, called the roll and determined a quorum was present. The Chair welcomed members and requested changes to the agenda. A motion was offered by Doug Bournique and seconded by Ramon Trias, to approve the list of activities on the agenda as presented. The motion was unanimously approved. Following the approval of the agenda, a motion was offered by Doug Bournique and seconded by Barrington Wright, for approval of the July 15<sup>th</sup> meeting minutes. The motion carried unanimously.

Prior to announcements, Mr. Ferreri welcomed everyone on the Executive Committee and the public in attendance; he also gave appreciation to the South Florida Regional Transportation Authority (SFRTA) and the Broward Metropolitan Planning Organization (MPO) for hosting Partnership meetings in centralized locations in the seven-county Region. The Management Team made general announcements that included highlighting consortium members in attendance and key participants via webinar, moving forward with negotiations with the highest ranking team from the Statement of Qualification (SOQ) process, as well as introductions of the Technical Advisory Committee and Dover Kohl, the lead team in the master consultant ranking process.

Following general announcements, discussions were raised for urgency to expedite lead team negotiations with Dover Kohl and concerns over implementing the work plan in a timely fashion. A motion was made by Tom Gustafson and seconded by Norm Taylor, for the Management Team to proceed with negotiations with Dover Kohl and bring forth a signed contract to the South Florida Regional Planning Council at its next meeting for final vote of approval. A discussion occurred over the motion and Mr. Gustafson amended his original motion, were the master consultant contractually selected, would present themselves at the next Executive Committee Meeting with a breakdown of scheduled activities that will be coordinated with the work of the Management Team, detailing specific efforts to be completed and budgeted for. The motion was seconded by Mr. Taylor and carried unanimously.

Mr. Mark Buchbinder gave an update on the HUD Logic Model/Performance Report and how each year of the initiative can be reviewed for performance. The Management Team and HUD will be able to monitor progress, reporting and tools through measurements and outcomes that will be plugged in through the work groups and milestones completed, making sure results are consistent with goal priorities, needs and services we set out to accomplish.

Following the update given by Mr. Buchbinder, a discussion occurred over the recommendation of the Organization and Equity Subcommittee to revise the Statement of Organization in Section 4.2: Membership. The recommended revision was to reflect chairs of the Work Groups serving as non-voting ex-officio members of the Executive Committee. A motion was raised by Mr. Gustafson to review the next agenda item, the Membership Criteria Matrix and determine final make-up of the Executive Committee to foster a decision on the amendment to the Statement of Organization. The motion was not carried. During the discussion, Mr. Trias raised a motion and was seconded by Mr. Gustafson, to approve the nomination and selection of Ed Fielding of Martin County and Tod Mowery of St. Lucie County, to serve as members to the Partnership's Executive Committee. The motion was approved unanimously. A third motion was made by Mr. Taylor, to have the Statement of Organization reflect members of the Executive Committee serving the Partnership's Work Groups as liaisons. Mr. Gustafson seconded the motion with a friendly amendment to defer the issue back to the Organization and Equity Subcommittee. The motion was approved unanimously.

Following the discussion and review of the Membership Criteria Matrix, a motion was made by Mr. Gustafson and seconded by Mr. Foley to approve recommendations of the Organization and Equity Subcommittee to adopt the matrix. The motion carried unanimously. In closing of the discussion, Mr. Murley made comment that recommendations stemming from subcommittee action are reflective of priorities and commitments to grant requirements and the cooperative agreement with HUD, particularly to that of the Membership Criteria Matrix. He iterated that as Interim Executive Director of the South Florida Regional Planning Council, his responsibility was to make sure commitments in the grant were met.

Ms. Cosio Carballo gave an update on the Equity Summit 2011: Building Regional Capacity through Summit Delegations. She detailed the important equitable discussions that will be covered at the Summit, which includes race, place, poverty, economic growth, social justice and innovative strategies to secure jobs, good schools, decent housing, healthy foods and transportation choices for all. Following the update, discussions occurred over the livability principles outlined in the Memorandum of Understanding which included the elevation of fresh water and food accessibility; jurisdictions in the region awarded Community Challenge Grants and the interests in understanding their scope of work; as well as the definition of “equitable” as it applies to development, transportation choices, education and opportunity.

Ms. Cambor-Cutsaimanis announced upcoming activities and regional meetings in the weeks to come. A discussion occurred to have the Management Team set in place a predictable schedule for Executive Committee and Subcommittee Meetings and leave open Friday, October 28<sup>th</sup> for the next meeting. Following the update, the meeting was adjourned after no new business or additional public comments were provided. The meeting ended at 12:18 p.m.

#### Motions:

The motion was made for the adoption of the list of activities in the agenda. The motion was seconded and unanimously approved.

The motion was made to approve the minutes to the Friday, July 15<sup>th</sup> Executive Committee Meeting. The motion was seconded and unanimously approved.

A motion was made to have the management team bring forth the master consultant contract negotiated with Dover Kohl to the South Florida Regional Planning Council for approval. The motion was seconded and approved unanimously.

The motion was made to approve Ed Fielding of Martin County and Tod Mowery of St. Lucie County as members to the Southeast Florida Regional Partnership’s Executive Committee. The motion was seconded and approved unanimously.

The motion was made to change the Statement of Organization to state that any members of the Executive Committee could serve the Partnership’s Work Groups as liaisons.

Following a discussion, an amendment to the motion was approved unanimously to differ this issue back to the Organization and Equity Subcommittee.

The motion was made to adopt the Membership Criteria Matrix as guidance for nominating and selecting potential Executive Committee Members throughout the region. The motion was seconded and approved unanimously.