

SOUTH FLORIDA REGIONAL PLANNING COUNCIL

Minutes

January 6, 2014

The South Florida Regional Planning Council met on this date at the South Florida Regional Planning Council, 3440 Hollywood Boulevard, Suite 140, Hollywood, FL 33021. Chair Wallace called the meeting to order at 10:40 a.m. and the Pledge of Allegiance was said.

I. Roll Call

Councilmember Patricia Asseff
Councilmember Mario J. Bailey
Councilmember Margaret Bates
Councilmember Frank Caplan
Councilmember Tim Daubert
Councilmember Suzanne Gunzburger
Councilmember Nelson Hernandez (absent)
Councilmember Martin Kiar (via phone)
Councilmember Jean Monestime
Councilmember George Neugent
Councilmember David Rice (absent)
Councilmember Stacy Ritter
Councilmember Xavier Suarez (via phone)
Chair Paul Wallace
Councilmember Sandra Walters
Councilmember Jimmy Weekley
Councilmember Juan A. Zapata (absent)

The following Ex-Officio member was present:

Ms. Aileen Boucle, representing the Florida Department of Transportation, District VI
Ms. Laura Corry representing the South Florida Water Management District

II. Approval of Council Agenda

James F. Murley explained the reasons for the revised Agenda and Agenda Items for the new Councilmembers. He requested Agenda Item III.H be reviewed after Agenda Item III.B.

Councilmember Gunzburger moved to approve the revised Council Agenda. Councilmember Weekley seconded the motion, which carried by a unanimous vote.

III. Action Items

A. Minutes of Previous Meeting

Councilmember Bates moved to approve the Minutes of the Previous Meeting. Councilmember Asseff seconded the motion, which carried by a unanimous vote.

Councilmember Walters congratulated Council staff on the clarity now available when participating via phone. Mr. Murley commended David Meade for this improvement.

B. Financial Report

Ed McGann of Council staff explained in detail the Financial Report. Councilmember Daubert inquired about audited quarterly reports. Mr. McGann stated the Council does not audit on a quarterly basis and stated the 2013 year end audit will be presented to Councilmembers at the March 2014 Meeting. Councilmember Daubert inquired if statements were provided as to what should or should not be done in the upcoming months for quarters or is the information given at the meetings. Mr. McGann stated finance goes through a forecast process on a monthly basis and a forecast will be compiled during the month of January and from there it will be determined what actions need to be taken and those would come before the Executive Committee in February with recommendations.

Councilmember Bailey moved to approve Agenda Item III.B, Financial Report. Councilmember Bates seconded the motion, which carried by a unanimous vote.

H. SFRPC Lease

Mr. Murley informed the Councilmembers that he, Mr. McGann, Rhonda Noah (Director of Operations), and Councilmember Asseff worked together in researching current office space reduction and relocation options.

Mr. McGann explained the two options presented and why relocating the office is not a viable option. He explained the benefits of maintaining the Council Office at its present location regarding lease modification, space negotiation, and conference room availability. He stated that by renegotiating the existing lease the Council will save approximately \$400,000 over the next four budget cycles versus no savings if the Council were to relocate.

Ms. Noah stated there were several meetings with the landlord and Councilmember Asseff, and based on those meetings Option 1 was recommended. There was discussion on various legal issues regarding the terms and conditions of the current lease. Mr. Murley stated the staff will be able to continue to work functionally in the smaller workspace since former employees' positions have not been filled and any location change would be more costly.

Councilmember Asseff stated that in reviewing other building locations, the change of location cost, parking, etc., were taken into consideration. She stated that Option 1 is the better choice.

Councilmember Walters noted she is a former employee of the SFRPC and explained some of the history of the Council's North Dade location and the Council Meetings that were held at a hotel by Calder Racetrack. She stated this office is a much better location and more accessible for the Councilmembers. She stated that she is supportive of Option 1.

Chair Wallace directed Mr. Murley and Mr. Goren to prepare the lease in accordance with the recording and motion, and for Mr. Murley to sign the contract.

Councilmember Walters moved to approve Agenda Item III.H, SFRPC Lease Option 1, have the documents prepared for negotiation of the lease, and have Mr. Murley sign the paperwork. Councilmember Neugent seconded the motion, which carried by a unanimous vote.

C. Intergovernmental Coordination and Review Report

Councilmember Walters moved to approve Agenda Item III.C, Intergovernmental Coordination and Review Report. Councilmember Neugent seconded the motion, which carried by a unanimous vote.

D. Consent: Comprehensive Plan Amendment Reviews –

- Broward County 13-4ESR
- Broward County 14-1ESR
- Miami-Dade County 14-1ESR

- City of Coconut Creek 14-1ESR
- City of Coral Springs 13-1ESR
- City of Deerfield Beach 13-1ESR
- City of Deerfield Beach 14-1ESR
- Indian Creek Village 14-1ESR
- Islamorada, Village of Islands 13-9 ACSC
- Islamorada, Village of Islands 14-1 ACSC
- City of Key West 13-2ER
- City of North Miami 13-1ESR
- City of Parkland 13-2ESR
- City of Parkland 13-3ESR
- City of Pembroke Pines 14-1ESR
- City of Plantation 14-1ESR
- City of Tamarac 14-1ESR

Mr. Goren announced that Councilmember Bailey would have to withdraw from voting on Miami-Dade County 14-1ESR due to a conflict of interest.

Councilmember Gunzburger moved to remove Miami-Dade County 14-1ESR from Agenda Item III.D, Consent: Comprehensive Plan Amendment Reviews. Councilmember Neugent seconded the motion, which carried by a unanimous vote.

Bob Cambric of Council staff identified the Consent Agenda Items: Broward County 13-4ESR, Broward County 14-1ESR, City of Coconut Creek 14-1ESR, City of Coral Springs 13-1ESR, City of Deerfield Beach 13-1ESR, City of Deerfield Beach 14-1ESR, Indian Creek Village 14-1ESR, Islamorada, Village of Islands 13-9 ACSC, Islamorada, Village of Islands 14-1 ACSC, City of Key West 13-2ER, City of North Miami 13-1ESR, City of Parkland 13-2ESR, City of Parkland 13-3ESR, City of Pembroke Pines 14-1ESR, City of Plantation 14-1ESR, City of Tamarac 14-1ESR. He explained that ESR, Expedited State Review, means that there are 30 days for each agency to perform a review. He explained that ACSC, Area of Critical State Concern, involves Monroe County and their municipalities and ER is any amendment that is based on the Evaluation Appraisal Report. Mr. Cambric stated amendments on the Consent Agenda did not create extrajurisdictional impacts or adversely affect regional resources on facilities.

Councilmember Gunzburger moved to approve Agenda Item III.D, Consent: Comprehensive Plan Amendment Reviews with Miami-Dade County 14-1ESR included. Councilmember Asseff seconded the motion, which carried by a unanimous vote. Councilmember Bailey did not vote.

- E. Regional Issues: Comprehensive Plan Amendment Reviews –
- Broward County 14-1ESR
 - City of Parkland 14-1ESR

Mr. Murley stated at the time of the Agenda Packet mailing these items were in discussion regarding the listed amendments.

Mr. Cambric explained the reason some amendments are considered both “consent” and a “regional issue”. He stated that the City of Parkland Amendment is part of the Broward County Amendment. He explained there were concerns regarding possible transportation impacts to the regional network that had not been adequately addressed in the package. He explained the applicant has been working with Broward County Planning Council and an agreement was reached for the future mitigation of addressing the impacts. He explained before this amendment is adopted by Broward County or the City of Parkland the issue will be addressed and it will return to the Council for review. He explained staff brought this extrajurisdictional impact to the Council for consideration.

Councilmember Walters wanted clarification of staffs’ recommendation of inconsistency is because the transportation issues are in progress. Mr. Cambric that the issue was unresolved before the mailing and now everyone is in agreement.

Councilmember Walters moved to accept staff recommendation for Agenda Item III.E, Regional Issues: Comprehensive Plan Amendment Reviews. Councilmember Ritter seconded the motion, which carried by a unanimous vote.

Councilmember Daubert inquired if this amendment will come before Council with the new changes. Mr. Cambric stated this is a proposed amendment in which an objection or concern can be raised. He stated until the amendment is adopted, the potential for an objection can be raised in the proposed amendment. Mr. Cambric stated in this amendment the concern is whether there will be extrajurisdictional impacts regarding transportation and are those issues being properly addressed. He stated Council staff recommended that the parties come together and agree to use the same data and mitigate the impacts.

F. Election of Officers – 2014

Chair Wallace announced that during the Nominating Committee Meeting, the new Executive Committee positions were voted on. Mr. Goren stated the Council is annually required to change the Executive Committee and explained the process. He named the present Executive Committee Members and stated that Councilmember Neugent has asked to be retained on the Council but not remain on the Executive Committee for now. He stated the Executive Committee serves a significant purpose for the Council. He stated Chair Wallace will become the Immediate Past Chair; Vice-Chair Ritter will become the Chair; Councilmember Monestime, the present Secretary, will become the Vice-Chair, which leaves an open position for Treasurer and Secretary. The Nominating Committee (Chair Wallace, Councilmembers Ritter and Weekley) recommended Councilmember Walters for Treasurer and Councilmember Rice will become the Secretary; both are from Monroe County.

Councilmember Asseff moved to approve Agenda Item III.F Election of Officers for 2014. Councilmember Ritter seconded the motion, which carried by a unanimous vote.

Chair Wallace then passed the gavel to Vice-Chair Ritter.

Mr. Murley presented Past Chair Wallace with a donation to the Miami Rescue Mission in his name. Past Chair Wallace thanked everyone and stated it was extreme honor to be Chair and enjoyed every moment.

Councilmember Caplan stated he admired the way Councilmember Wallace comported himself with the gavel and respects the tone that he brought to the meetings.

Chair Ritter stated she has a couple of housekeeping issues: to adjourn Council Meetings by noon; have the staff be very tight with the agenda, and have PowerPoint presentations for informational purposes and if the Council has additional questions, a representative can come back to make a presentation. She inquired about the survey the Councilmembers took regarding meeting times, etc and would like the results of the survey. Mr. Murley stated he would provide her with the results. Chair Ritter stated the full Council will be meeting every other month and hopes there will be a physical presence of Councilmembers so there is no scramble for a quorum.

G. SFRPC Statement of Organization Amendment

Mr. Murley stated this Agenda Item was part of the questionnaire Chair Ritter mentioned. He stated that in regards to monthly meetings and times, the results were to have six meetings a year with the Executive Committee meeting the intervening months.

Mr. Goren stated the Councilmembers should have or will receive the Statement of Organization. He explained the rules that were adopted through the years and those that have changed. He reiterated that with the majority vote of the Councilmembers the meeting requirements can be changed to six meetings with the full Council and six meetings with the Executive Committee which will perform as the full Council. The rule changes confirm the recommendation that was given during the last meeting of the Council to conform the Council's activities and to give this organization some breathing room. The

Resolution, as proposed, is adopted by the Council and will actually change or modify the Statement of Organization.

Councilmember Walters stated there is a grammatical error on the fourth line of the Resolution: “counties” is capital and should be lower case and with that change she stated she would like to move the adoption.

Councilmember Walters moved to approve Agenda Item III.G, SFRPC Statement of Organization Amendment. Councilmember Weekley seconded the motion, which carried by a unanimous vote.

H. SFRPC Lease

Moved to beginning of Agenda

I. SFRPC Employee Performance Incentive Program

Mr. Goren explained the procedure, policies and incentive payment rules under State Law. He stated that for a number of years, Council staff have been untouched financially regarding their salaries, compensation and other matters. The intent of the Councilmembers’ direction to prepare a response is to provide a legal basis for a policy that would include additional compensation or bonus payments to staff. He stated this will change the Personnel Policy only.

Councilmember Walters inquired if all the employees are eligible for this and if there is a written annual evaluation that occurs each year or a new process. Mr. Murley stated this is a new authority and will be based on a review. Chair Ritter inquired if an employee evaluation has occurred in the past. Mr. Murley stated staff has had an evaluation in the past; but staff did not have had one last year. Councilmember Walters requested to review the evaluation form. She also suggested that in Clause 2 of the Incentive Program a word should be added to the section as documented “in a “positive” written annual employee evaluation.”

Councilmember Caplan suggested the same wording be considered in Eligibility in 2e.

Councilmember Walters moved to approve Agenda Item III.I, SFRPC Employee Performance Incentive Program with the modifications. Councilmember Bates seconded the motion, which carried by a unanimous vote.

IV. Discussion Items

A. Executive Committee Report

B. Executive Director's Report

Mr. Murley stated that Councilmembers Asseff, Bailey, Caplan, Ritter and Walters and himself will be attending the Florida Regional Council Association meeting. He stated that there will be follow up at the next meeting.

C. Legal Counsel Report

None.

D. Ex-Officio Reports

None.

V. Program Reports and Activities

A. Council Mission

- 1) Seven50: Southeast Florida Prosperity Plan

Ms. Marcela Cambolor gave a PowerPoint Presentation on the update of the Seven50 Plan. She explained the history of the Grant and some of highlights that have occurred throughout the process. She informed the Council of the pros and cons from the private and public entities regarding the Seven50 Plan. Ms. Cambolor stated this Plan is a data driven process and is leaving in place the regional data warehouse. She stated this is the time that the two Councils need to think about how to maintain, update and preserve this resource for the region. She reminded the Council the fourth Regional Summit will be on January 15, 2014, at the Broward County Convention Center.

Councilmember Walters suggested the Table of Contents of the Plan be interactive with the information in the document so an individual does not have to scroll through the document for specific information. Ms. Cambolor stated the Report will be online and also in working with Mr. Meade and there will be a separate Seven50Plan.org website that will be totally interactive throughout the document.

Councilmember Monestime commented on the Miami Herald’s positive comment regarding the Seven50 Plan and suggested that letters should be sent to the editors for positive reinforcement.

B. Revolving Loan Fund Reports

- 1) SFRPC Revolving Loan Funds Status Report
- 2) Hurricane Wilma Bridge Loan Status Report
- 3) Smart Watts Home Energy Retrofit Loan Fund Status Report

C. DRI Status Report

D. Florida Regional Councils Association

- 1) FRCA Monthly Accomplishments
- 2) FRCA Legislative Highlights

VI. Announcements and Attachments

A. Correspondence and Attendance Form

B. Upcoming Meetings (Pending approval of Agenda Item III.F)

- 1) February 3rd, 10:30 a.m. (Executive Committee Meeting, Council Office)
- 2) March 3rd, 10:30 a.m. (City of Miami Commission Chambers, Miami-Dade County)
- 3) April 7th, 10:30 a.m. (Executive Committee Meeting, Council Office)
- 4) May 5th, 10:30 a.m. (Murray E. Nelson Government Center, Key Largo)

VII. Councilmember Comments

Chair Ritter reminded Councilmembers the next Meeting will be February 3, 2014, as an Executive Committee Meeting; the full Council will meet in March at the City of Miami Commission Chamber. Mr. Murley stated that the new Miami-Dade County location is at the request of Councilmember Suarez.

Councilmember Bates thanked the Council and staff for their concerns during her illness.

VIII. Adjournment

The meeting was adjourned at 12:02 p.m.

This signature is to attest that the undersigned is the Secretary of the SOUTH FLORIDA REGIONAL PLANNING COUNCIL, and that the information provided herein is the true and correct minutes for the January 6, 2014 meeting of the SOUTH FLORIDA REGIONAL PLANNING COUNCIL adopted the 3rd day of February 2014.

David Rice, Secretary

Date