

# SOUTH FLORIDA REGIONAL PLANNING COUNCIL

## Minutes

September 25, 2017

The South Florida Regional Planning Council met on this date at its corporate office at 3440 Hollywood Boulevard, Suite 140, Hollywood, FL 33021. Chair Daubert called the meeting to order at 10:35 a.m. and led the Pledge of Allegiance. Prior to Council Meeting, an Executive Committee Meeting began at 9:45 a.m. and ended at 10:33 a.m. The Auditor, Tanya Davis of S. Davis and Associates, explained the FY 2015/16 Audit at the Executive Committee Meeting.

### **I. Pledge of Allegiance and Roll Call**

Councilmember Patricia Asseff  
Councilmember Mario J. Bailey  
Councilmember Bruno Barreiro(absent)  
Councilmember Margaret Bates (via phone)  
Councilmember Frank Caplan  
Councilmember Daniella Levine Cava  
Chair Tim Daubert  
Councilmember José (Pepe) Diaz (absent)  
Councilmember Beam Furr  
Councilmember Steve Geller  
Councilmember Cary Goldberg  
Councilmember Nelson Hernandez  
Councilmember George Neugent (absent)  
Councilmember David Rice (absent)  
Councilmember Greg Ross (absent)  
Councilmember Michael Udine  
Councilmember Sandra Walters (absent)  
Councilmember Jimmy Weekley (absent)

Isabel Cosio Carballo, SFRPC Executive Director, and Sam Goren, Legal Counsel, were present.

#### The following Ex-Officio Members were present:

Laura Corry, representing the South Florida Water Management District  
Dat Huynh, representing the Florida Department of Transportation, District VI

#### The following Ex-Officio Member was absent:

Jennifer Smith, representing the Florida Department of Environmental Protection

Chair Daubert asked the audience to introduce themselves. Present were representatives of various agencies, municipalities, Sean Davis and Associates (Audit Firm), Sun Sentinel, and Council staff.

### **II. Approval of Council Agenda**

Council Agenda was carried by a unanimous vote.

### III. Special Guests/Presentations - None

#### IV. Action Items

A. Minutes of Previous Meeting

Councilmember Caplan moved to approve the previous minutes. Councilmember Asseff seconded the motion, which carried by a unanimous vote.

B. Financial Report

Councilmember Asseff moved to approve Agenda Item IV.B, Financial Report, Councilmember Caplan seconded the motion, which carried by a unanimous vote.

C. Consent: Comprehensive Plan Amendment Reviews

Proposed

- Miami-Dade County 17-3ESR
- Bal Harbour Village 17-17-1ER
- City of Miami Beach 17-2ESR
- City of Miami Beach 17-3ESR
- City of Miami Beach 17-4ESR

Adopted

- Broward County 17-3ESR & 17-4ESR (Combined)
- Miami-Dade County 17-2ESR
- City of Doral 17-1ESR
- Islamorada, Village of Islands 17-2ACSC
- City of Miami 17-1ESR
- City of Pembroke Pines 17-1ESR
- City of Pembroke Pines 17-2ESR
- Village of Virginia Gardens 17-1ESR

#### Public Comments - None

Councilmember Bailey recused himself from voting on the Miami-Dade County 17-2ESR, and 3ESR, the City of Miami 17-1ESR, and the Village of Virginia Gardens 17-1ESR amendments due to a conflict of interest.

Councilmember Udine moved to approve Agenda Item IV.C, Consent: Comprehensive Plan Amendment Reviews, Proposed and Adopted, except for Miami-Dade County 17-2, and 3 ESR, the City of Miami 17-1ESR, and the Village of Virginia Gardens 17-1ESR. Councilmember Caplan seconded the motion, which carried by a unanimous vote.

Councilmember Cava moved to approve Agenda Item IV.C, Consent: Comprehensive Plan Amendment Reviews, Proposed and Adopted, for Miami-Dade County 17-2, and 3 ESR, the City of Miami 17-1ESR, and the Village of Virginia Gardens 17-1ESR. Councilmember Caplan seconded the motion, which carried by a unanimous vote.

D. Regional Issues: Comprehensive Plan Amendment Review – None

Executive Director, Ms. Cosio Carballo suggested to move Agenda Item IV.I. FY2015-16 Audit Item up in the Agenda.

Councilmember Udine motioned to move Agenda Item IV.I. FY2015-16 Audit up in the Agenda Councilmember Caplan seconded the motion, which carried by a unanimous vote.

I. FY 2015-16 Audit

Tanya Davis, with S. Davis and Associates, P.A., Auditing Partner, introduced Joy Chambers-Nicholas, Senior Manager, and then explained the FY 2015-16 Audit. Ms. Davis recognized Rene Gonzalez of Council staff for ensuring the Financial Statements were finalized and submitted in a timely manner. The Financial Statements/Audit was presented to the Executive Committee prior to the Council Meeting. The Executive Committee Members requested that Ms. Davis briefly review the Audit Report with the rest of the Councilmembers at the Council Meeting, and then have Ms. Davis revisit the Council in November for further questions. Ms. Davis explained this Report is for Fiscal Year ending September 30, 2016. Next year's financial statements will be presented earlier in the year. The delay of this audit is primarily due to the transitions that have taken place in the Finance Department. Ms. Davis commended Council staff for making sure the Financial Statements were able to be submitted to the Federal Audit Clearinghouse and the State of Florida by the June 30, 2017 deadline. Ms. Davis described the Independent Auditor's Report, the Basic Financial Statements, the responsibilities of the Auditors and Management, and the Compliance Section. These sections included the Statement of Revenues, Expenditures and Changes in Fund Balances/Statement of Activities, various budgetary comparisons, Pension and Florida Retirement System Plan, staff keeping expenses at bay, etc. She stated that throughout the audit sections there were no matters of non-compliance to bring to the Councilmembers attention and there were no concerns with internal control, no significant deficiencies, and no material weaknesses. The SFRPC qualifies as a low-risk auditee and will qualify as a low-risk auditee this coming audit as well since all the reports were submitted timely to the Federal Audit Clearinghouse. The SFRPC has a mandatory five-year rotation of auditors and S. Davis and Associates, P.A. services have been contracted in the past. There has been nothing that raised to the level of significant deficiency or material weakness in this audit. They found no fraud, no instances of fraud, no instances of abuse. Councilmember Caplan requested Ms. Davis update the Council on the Florida Retirement System in November.

Ms. Cosio Carballo recognized Councilmember Ross' participation, Ms. Davis and her staff, and Mr. Gonzalez of Council staff in submitting the Audit in a timely manner.

E. Legal Counsel Annual Review and Proposed Contract Extension

Councilmember Geller summarized the July 24, 2017 Meeting discussion of trying to strike a balance of keeping Mr. Goren's high-quality services along with a budget that would reflect the reduced number of the amount of duties the SFRPC now has, as well as, a budget that can be expended. A Committee was appointed to discuss the contract and negotiation for Mr. Goren. The three members of the Committee were Councilmembers Ross, Caplan, and himself, in which Councilmember Geller was the Chair. They met on August 10, 2017 along with Mr. Goren. They agreed on an hourly contract along with other compliance issues. The contract was primarily drafted by Mr. Goren. Councilmember Geller pointed out a slight mistake on page 2 and in

attachment A. The mistake was fixed in the first paragraph of attachment A but not on page 2. Councilmember Geller asked that when the Chair asks for a vote that there be a unanimous consent when we approve this contract to make that conforming amendment. He also pointed out a few items in which some items are no longer being billed. Councilmember Geller stated that he finds this contract to be reasonable and fair to the SFRPC. On behalf of the Legal Review Committee, Councilmember Geller offered and moved acceptance of the Independent Contract Professional Services as orally amended.

Councilmember Bates asked if Mr. Goren is satisfied with this contract. Mr. Goren answered yes. She thanked Mr. Goren for all his years of service.

Mr. Goren stated that he is part of the business model at the SFRPC and respects and embraces this decision as part of the business of this organization which he does not choose to leave on the side of the road, something he could not ethically do. His office will work toward keeping the dollars down and perform the services in an exemplary way. This contract will be reviewed each year.

Councilmember Geller moved to approve Agenda Item IV.E, Legal Counsel Annual Review and Proposed Contract Extension as orally amended. Councilmember Goldberg seconded the motion, which carried by a unanimous vote.

F. Executive Director Annual Review

The Executive Director's contract is for three years, ending January 2019. This Annual Review has no modifications to the contract. Councilmembers recognized Ms. Cosio Carballo's qualities of identifying years of work past and present, new projects, outreach, value of service, commitment of energy and time, budget management, quality of relationships statewide and with the Treasure Coast RPC, the respect received from her colleagues, adept in handling stressful situations, organization of summits, planning session, problem solving, dedication, etc. It was requested to have an evaluation tool, a formal assessment regarding the duties of the Executive Director for the benefit of the Council, public and personnel file. This would be an opportunity to reflect on the good examples that have been cited but also to look for areas of growth and support to achieve them.

Councilmember Goldberg inquired if the SFRPC is successful throughout the year with streamlining the budget to a point where staff can be reevaluated and compensated? Mr. Goren stated yes, it is legally possible.

It was noted that Ms. Cosio Carballo was in the Miami Today last year. Councilmember Geller stated that he knew Ms. Cosio Carballo for close to 30 years and described her political history. He stated that she has empathy, does a great job in all aspects of governmental roles, and she has blossomed to where she is heading one (SFRPC).

Ms. Cosio Carballo thanked everyone and acknowledged Council staff – a great team. She stated that Council staff has stepped-up especially this year when they took a 20% cut that started in May. Council staff will be starting full-time starting in October. She complimented staff by saying she is a reflection of the quality of their work.

Conversation ensued regarding an SFRPC evaluation form. Councilmembers offered ideas from other agencies.

Councilmember Geller moved to approve Agenda Item IV.F, Executive Director Annual Review, for Ms. Cosio Carballo to continue as Executive Director for another year. Councilmember Daubert seconded the motion, which carried by a unanimous vote.

G. Resolution 17-03: State Board of Administration

Chair Daubert explained the Resolution appoints Ms. Cosio Carballo as the qualified officer and the primary point of contact for the Florida State Board of Administration for the investment account. A Resolution is a requirement to change the point of contact.

Councilmember Furr moved to approve Agenda Item IV.G, Resolution 17-03: State Board of Administration, Councilmember Caplan seconded the motion, which carried by a unanimous vote.

Ms. Cosio Carballo announced that a Joint Meeting between the Treasure Coast and the South Florida RPCs will be on Friday, October 20, 2017 Palm Beach County.

H. FY 2017 - 18 Operating Budget

Manny Cela, Deputy Director, presented the updated FY 17-18 Budget in detail. He explained the continuing and new projects, grants, and contracts for FY 17-18 and how it affected this Budget. This Budget reflects the 40-hour work week after the 20% pay cut that occurred in May 2017 to make ends meet. There have been negotiations on the lease/location costs. Mr. Cela expressed gratitude for the Councilmembers' assistance regarding this issue.

Mr. Goren stated that Councilmember Goldberg did thorough, independent analysis and reviewed evaluations with the current landlord.

Mr. Cela explained the possible leasing option for the space next to this office that years ago was part of this office. The space is in great condition with enclosed offices and new furniture. The space will fulfill the SFRPC needs and is substantially less than the current space. The landlord will be providing a proposal and hopefully it is favorable. The conference room will still be available to the Council.

Councilmember Bailey requested a breakdown of the Professional Services, expenditures, and what the full savings cost was during the reduced work week. Mr. Gonzalez and Mr. Cela answered Councilmember Bailey's questions and confirmed they will itemize this information

Councilmember Goldberg asked about a letter of intent. Mr. Cela had a meeting with the landlord and requested a letter of intent.

Councilmember Goldberg moved to approve Agenda Item IV.H, FY 17/18 Operating Budget. Councilmember Hernandez seconded the motion, which carried by a unanimous vote.

I. FY 2015-16 Audit

Moved up in the Agenda.

V. **Discussion Items**

A. Executive Director's Report

Ms. Cosio Carballo recognized former Council staff employee, IT Director, David Meade had passed away.

Ms. Cosio Carballo thanked Councilmember Goldberg for his expertise on the lease and, as part of the Committee, choosing a planning consultant for the SFRTA TOD contract.

There will be a change of venue for the Joint Meeting with the TCPRC and SFRPC. It will be released at a later date. Bertha Henry, Broward County Administrator, and Orange County Mayor Teresa Jacobs will be presenting and proceeded to name other presenters as well as items on the Agenda.

Ms. Cosio Carballo asked the Councilmembers to review the Coral Reef Tract information. It will be part of the Joint Committee Meeting. A Resolution will be drafted for the October 20<sup>th</sup> meeting. Councilmember Furr explained the plan for the Coral Reef Tract. A northern box (a management area) will be created to study and research the area. Once the northern box is established and connected to the southern box, funds can be directed toward the research. Line item 1620 in SB 2500 for FY 2017-18 included \$1 million for the Coral Reef Disease Water Quality Monitoring program. It is hoped that the Florida Legislature will continue to appropriate on a recurring basis funding to support recovery of the Coral Reef Tract. He feels that the RPCs should continue to be involved.

There was a discussion on a tri-county meeting.

Ms. Cosio Carballo suggested that affordable housing be added to the October 20, 2017 Joint Meeting. Agenda. State and local housing funds in the Sadowski Trust Fund are often swept and not fully allocated to housing needs. There was a discussion regarding mobility hubs and the RPCs should be involved in this process.

Dat Huynh, Florida Department of Transportation, District VI, informed the Council that the Miami-Dade MPO is forming committees to review the SMART corridors regarding land use. This would coincide with the mobility hubs. He suggested reaching out to the Transportation Planning Organization.

Ms. Cosio Carballo welcomed Veronica Pizzorni to the Council.

B. Legal Counsel Report

The SWRPC issue has not been answered, it has been pending since May.

C. Ex Officio Reports

Dat Huynh, Florida Department of Transportation, District VI, announced a meeting of the Complete Streets Workshop, Wednesday, in Miami-Dade County at the District VI Headquarters and on Thursday at the District IV Headquarters.

**VI. Program Reports and Activities**

- A. Revolving Loan Fund Reports – Information Only
  - 1) SFRPC Revolving Loan Funds Status Report
- B. Development of Regional Impact Status Review Report - Information Only
- C. Strategic Planning Retreat Update

**VII. Announcements and Attachments**

- A. Attendance Form, Correspondence, and Articles
- B. Upcoming Meetings
  - 3) October 23, 2017, 10:30 a.m. (FDOT, Dist. 6, Miami)
  - 4) November 27, 2017, 10:30 a.m. (SFRPC Offices, Hollywood)
  - 3) December NO MEETING SCHEDULED

**VIII. Councilmember Comments**

**IX. Public Comments** – none

**X. Adjournment**

The meeting was adjourned at 11:53 a.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 September 25, 2017 meeting of the SOUTH FLORIDA REGIONAL PLANNING COUNCIL adopted the 27<sup>th</sup> day of November 2017.

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Daniella Levine Cava, Secretary

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Date