



**DRAFT AGENDA**

**MONDAY, FEBRUARY 22, 2021**

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL**

**1 Oakwood Boulevard, Suite 250**

**Hollywood, FL 33020**

**Phone: 954-924-3653**

**Council Meeting will begin at 10:30 a.m.**

**VIRTUAL / PHYSICAL MEETING**

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- I. Pledge of Allegiance and Roll Call**
- II. Approval Council Agenda**
- III. Presentation (Time Certain: 11:45 a.m.)**

**FPL - Delivering the Best Value Through Investments and Innovation**

**Special Guests:** Juliet Murphy Roulhac, Regional Director for Corporate External Affairs and Irene R. White, Senior Director, Miami-Dade External Affairs

**IV. Action Items**

- A. Minutes of Previous Meeting
- B. Financial Report



South Florida Regional Planning Council  
1 Oakwood Boulevard, Suite 250, Hollywood, Florida 33020  
954-924-3653 Phone, 954-924-3654 FAX  
**[www.sfrpc.org](http://www.sfrpc.org)**; **[sfadmin@sfrpc.com](mailto:sfadmin@sfrpc.com)**

C. Consent: Comprehensive Plan Amendment Reviews  
Proposed

- Monroe County 21-01ACSC
- Monroe County 21-02ACSC
- Monroe County 21-03ACSC
- City of Marathon 21-01ACSC
- City of Wilton Manors 20-01ESR

Adopted

- Broward County 20-06ESR
- Town of Davie 20-02ESR
- City of Miami Beach 20-02ESR
- City of Miami Beach 20-03ESR
- City of Miami Beach 20-04ESR
- City of Miami Beach 20-05ESR
- City of Miramar 20-02ESR
- City of Oakland Park 20-02ESR
- City of Parkland 20-02ESR
- Village of Sea Ranch Lakes 20-01ER
- City of Sweetwater 20-01ESR

D. Regional Issues: Comprehensive Plan Amendment Review

E. Resolution 21-02 Release Federal Interest In the EDA SFRPC Revolving Loan Fund

F. SFRPC Revolving Loan Fund Board Membership

G. Executive Director Spending Authority

H. Statement of Organization Review and Update

**Public Comments**

**V. Discussion Items**

- A. Executive Director's Report
- B. Legal Counsel Report
- C. Councilmembers Report
- D. Ex-Officio Report

**VI. Program Reports and Activities**

- A. SFRPC Revolving Loan Funds Status Report
- B. SFRPC CARES Act RLF Status Report
- C. Development of Regional Impact Status Report-None

**VII. Announcements and Attachments**

- A. Attendance Form
- B. Correspondence and Articles
- C. Upcoming Meetings

- 1) Friday, March 19, 2021, 10:30 a.m. TBD - (SFRPC / TCRPC Joint Meeting)
- 2) Monday, April 26, 2021, 10:30 a.m. TBD - (SFRPC, Hollywood)
- 3) Monday, May 24, 2021, 10:30 a.m. TBD - (SFRPC, Hollywood)

### **VIII. Adjournment**

Pursuant to Chapter 286.0105, Florida Statutes, if a person decides to appeal any decision made by the Council with respect to any matter considered at such meeting or hearing, he may need to ensure that a verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is based.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this hearing is asked to advise the Agency at least 5 days before the hearing by contacting the South Florida Regional Planning Council at one of the following: (1) One Oakwood Boulevard, Suite 250, Hollywood, Florida 33020; (2) Phone 954-924-3653; (3) Fax 954-924-3654; or (4) [sfadmin@sfrpc.com](mailto:sfadmin@sfrpc.com). If you are hearing or speech impaired, please contact the Agency using the Florida Relay Service, 1 (800) 955-8771 (TTY/VCO), 1 (800) 955-8770 (Voice), 1 (800) 955-8773 (Spanish).

Agenda packets for upcoming Council meetings will be available at the Council's website, <http://sfrpc.org/resources/agenda> ten days prior to the meeting.

If you would like to be added to the e-mail list to receive the link to the agenda, please e-mail the Council at [sfadmin@sfrpc.com](mailto:sfadmin@sfrpc.com).



*Delivering the Best Value  
Through Investments and Innovation*



**Special Guests**



**Juliet Murphy Roulhac**  
FPL Regional Director  
Corporate External Affairs



**Irene R. White**  
FPL Senior Director  
Miami-Dade External Affairs

## JULIET MURPHY ROULHAC

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Juliet Murphy Roulhac is the Regional Director for Corporate External Affairs - Broward and West Florida, for Florida Power & Light Company, a Fortune 200 company which is the largest electric utility in the state, and one of the largest electric utility providers of clean energy in the country. Ms. Roulhac manages governmental and community relations with elected officials and major stakeholders and develops regional strategies for FPL. Her role also includes management of FPL's emergency response teams in her region. She is a licensed attorney and practiced in the General Counsel's Department prior to External Affairs, and has over twenty-five years of complex business litigation and appellate experience.

Ms. Roulhac is the immediate past Chair of the Greater Fort Lauderdale Alliance and is a member of the CEO Council. She is a Past-Chair for the Greater Fort Lauderdale Chamber of Commerce. She serves as the Vice Chair for the Community Foundation of Broward, the Treasurer of the Broward Workshop and serves on the boards of the Museum of Discovery and Science, NSU Medical Executive Leadership Council, NSU Law School Advisory Board and Baptist Hospital BOH/BHE. She is an active member of the Broward County and the TJ Reddick Bar Associations and previously served on the statewide Florida Bar Board of Governors and as a Trustee on the University of Florida Board of Trustees.

Ms. Roulhac holds both BA and Juris Doctor degrees from the University of Florida, where she previously recently served as a gubernatorial appointee on the Board of Trustees. She has resided in the South Florida area for over 35 years.

Florida Power & Light Company is the largest energy company in the United States as measured by retail electricity produced and sold, serving more than five million customer accounts or an estimated 10 million+ people across the state of Florida. FPL's typical 1,000-kWh residential customer bill is approximately 30 percent lower than the latest national average and among the lowest in the U.S. FPL's service reliability is better than 99.98 percent, and its highly fuel-efficient power plant fleet is one of the cleanest among all electric companies nationwide. The company was recognized in 2018 as one of the most trusted U.S. electric utilities by Market Strategies International for the fifth consecutive year. A leading Florida employer with approximately 8,700 employees, FPL is a subsidiary of Juno Beach, Florida-based NextEra Energy, Inc. (NYSE: NEE), a clean energy company widely recognized for its efforts in sustainability, ethics and diversity, and has been ranked No. 1 in the electric and gas utilities industry in Fortune's 2019 list of "World's Most Admired Companies." NextEra Energy is also the parent company of Gulf Power Company, which serves more than 460,000 customers in eight counties throughout Northwest Florida, and NextEra Energy Resources, LLC, which, together with its affiliated entities, is the world's largest generator of renewable energy from the wind and sun and a world leader in battery storage. For more information about NextEra Energy companies, visit these websites: [www.NextEraEnergy.com](http://www.NextEraEnergy.com), [www.FPL.com](http://www.FPL.com), [www.GulfPower.com](http://www.GulfPower.com), [www.NextEraEnergyResources.com](http://www.NextEraEnergyResources.com).

# Irene R. White

## Senior Director, Miami-Dade External Affairs



Irene White is the senior director of external affairs for Florida Power & Light Company, where she leads a team of committed individuals in building and fostering community relationships in Miami-Dade County.

Irene joined FPL in 1986 as an engineer service planner advancing within the company by serving in various customer service and operational positions. During the construction boom years of 2000 to 2004, she served as the area manager for the south and west sections of the county and was responsible for the construction, maintenance, and restoration of all electric distribution facilities. Prior to her current role, she served as senior director of distribution operations support for Florida.

An engineer by trade, one of her fortes is to take lessons learned, recommend solutions, and see major system improvements to fruition. Following the volatile 2004-05 storm season, Irene was instrumental in identifying emergency preparedness and hurricane improvements, including strategies that deploy resources to restore power safely and quickly. In addition, she developed communication strategies that provide customers with up-to-date information during storms.

Under her sharp customer focus, she created the Systems Improvements Map to provide customers with more information on the company's reliability and line clearing projects. This allows customers to view FPL's infrastructure work in their neighborhoods. She was also instrumental in improving the customer experience by launching the interactive map [Power Tracker](#), which provides outage information and estimated times of restoration.

Irene is always looking for ways to improve how FPL does business and that includes the development of its people. She oversaw the line specialist apprenticeship program as well as the engineering and leadership development programs. These programs train and develop the professionals that oversee the distribution of electricity.

Irene is the Chairwoman of the Greater Miami Chamber of Commerce for 2020-2021. She is also on the Boards of The Beacon Council, Jackson Memorial Foundation and the American Red Cross. She earned a Bachelor of Science in civil engineering from the University of Miami and a master's in business administration from Florida International University. She is a certified general contractor in the state of Florida and holds a Six Sigma certification.

In her free time, Irene enjoys boating and fishing in the Florida Keys with her husband David, and during football season, UM games.

## SOUTH FLORIDA REGIONAL PLANNING COUNCIL

January 25, 2021

The South Florida Regional Planning Council met virtually and in-person on this date. Chair Geller welcomed those in attendance, virtually, and on the phone. He called the meeting to order at 10:38 a.m. and the Pledge of Allegiance was said prior to the Southeast Florida Regional Prosperity Institute Meeting which was held before the Council Meeting.

Councilmember Patricia Asseff (virtually present)  
Councilmember Mario J. Bailey  
Councilmember Michelle Coldiron (virtually present)  
Councilmember Joseph Corradino (absent)  
Councilmember José (Pepe) Díaz (absent)  
Councilmember Beam Furr  
Councilmember Steve Geller (virtually present)  
Councilmember Cary Goldberg (absent)  
Councilmember Samuel Kaufman (virtually present)  
Councilmember Jordan Leonard  
Councilmember Jean Monestime (virtually present)  
Councilmember David Rice (absent)  
Councilmember Greg Ross  
Councilmember Michael Udine (virtually present)  
Councilmember Ana M. Ziade

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

The following Ex-Officio Members were virtually 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 not virtually present:

Jason Andreotta, representing the Florida Department of Environmental Protection

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

*Motion was carried by a unanimous consent*

### **III. Presentation (Time Certain: 11:45 a.m.)**

#### **South Florida Defense Alliance: A Regional Look at Defense & National Security Interests**

Steven C. Williamson, Colonel, U.S. Army (Ret); Board President, South Florida Defense Alliance;  
Managing Principal, BEST Solutions Consulting Group

Rick Miller, Captain, U.S. Navy (Ret); Executive Director, South Florida Defense Alliance; Founder &  
CEO, PHAROS Mission Critical Solution

#### **IV. Action Items**

##### **A. Minutes of Previous Meeting**

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

#### **Public Comments**

There were no comments or questions from the public via email or virtually.

##### **B. Financial Report**

Finance Manager, Leo Braslavsky Soldi explained the Financial Report in detail.

Sam Goren, Legal Counsel, explained the meeting process regarding Action Items, public comments, and voting.

#### **Public Comments**

There were no comments or questions from the public via email or virtually.

*Councilmember Ross moved to approve Agenda Item IV.B Financial Report. Councilmember Leonard seconded the motion, which was carried by a unanimous vote.*

Chair Geller moved Agenda Item IV.E Nominating Committee Report / Election of Officers up on the Agenda due to Councilmember Coldiron, Chair of the Nominating Committee, has other commitments.

##### **IV.E Nominating Committee Report / Election of Officers**

Councilmember Coldiron stated there was a unanimous vote for the following nominations:

- Chair – Gubernatorial Appointee Mario Bailey
- 1<sup>st</sup> Vice Chair – The Honorable Steve Geller
- 2<sup>nd</sup> Vice Chair – The Honorable Sam Kaufman
- Treasurer – The Honorable Beam Furr
- Secretary – The Honorable Jordan Leonard
- Immediate Past Chair – The Honorable Greg Ross

Chair Geller stated that as Mayor of Broward County he would not be able to be Chair of the SFRPC. Both positions require a great deal of time and has asked to return as the SFRPC's 1<sup>st</sup> Vice Chair. He also recommended that Councilmember Ross remain as the Immediate Past Chair. Councilmember Leonard was nominated as Secretary and will serve until his municipal term expires. Councilmember Leonard has agreed to step down when the Miami-Dade County appointments are received if another Councilmember expresses interest in serving as Secretary.

#### **Public Comments**

There were no comments or questions from the public via email or virtually.

*Councilmember Coldiron moved to approve the Nominating Committee Report / Election of Officers. Councilmember Udine seconded the motion, which carried by a unanimous vote.*



Chair Geller stated that the new officers will take their positions at the beginning of the next meeting, February 22, 2021.

Mr. Goren read the Comprehensive Plan Amendment Reviews.

C. Consent: Comprehensive Plan Amendment Reviews

Proposed

- Broward County 20-08ESR
- City of Miami 20-02ESR
- North Bay Village 20-01ESR
- City of Pompano Beach 20-04ESR

Adopted

- Broward County 20-04ESR
- Broward County 20-07ESR
- Miami-Dade County 20-03ESR
- Miami-Dade County 20-04ER
- City of Coral Gables 20-01ESR
- City of Fort Lauderdale 20-02ESR
- Town of Golden Beach 20-01ESR
- City of Hialeah 20-01ESR
- City of Homestead 20-02ESR
- City of Marathon 20-03ACSC
- City of Miami 20-01ESR
- City of Oakland Park 20-01ESR
- City of Parkland 20-01ESR
- City of Plantation 20-01ESR
- City of Pompano Beach 20-01ESR
- City of Pompano Beach 20-02ESR
- City of Pompano Beach 20-03ESR
- Village of Virginia Gardens 20-01ESR

Dat Huynh, representing the Florida Department of Transportation, District VI, (FDOT) stated that FDOT commented on the Village of North Bay Village 20-01ESR Proposed, about the potential lane repurposing study. Those comments have been submitted to North Bay Village. FDOT also sent technical comments on the City of Hialeah 20-01ESR Adopted, regarding the impact of the project's access, leading openings, and the proposed traffic signal. These comments were also sent to the City. Neither amendment had significant impact.

**Public Hearing**

There were no comments or questions from the public via email or virtually.

*Councilmember Monestime moved to approve Agenda Item IV.C Consent: Comprehensive Plan Amendment Review, Proposed and Adopted. Councilmember Ross seconded the motion, which carried by a unanimous vote.*

D. Regional Issues: Comprehensive Plan Amendment Review - None

E. Nominating Committee Report / Election of Officers

Reviewed earlier in the meeting.

F. Resolution 21-01 / SB 62 Regional Planning Councils

Mrs. Cosio Carballo explained Resolution 21-01. All the Florida Regional Councils will be creating similar Resolutions stating the value of the Councils and why the Councils' will oppose Senate Bill 62 until the Bill is amended to no longer remove the RPCs from Florida Statutes. Chair Geller stated that he has become convinced through various discussions, that the use for the regional planning councils lies in our title, that we should be doing regional planning. Before the pandemic there was discussion on convening in large groups with Monroe, Miami-Dade, Broward and Palm Beach counties to discuss important issues such as transportation, water, affordable housing, etc., that require regional approaches. Currently, there are no organizations coordinating these types of regional meetings, only per county. This is the reason why the RPCs need to maintain their existence and increase regional gatherings once the pandemic is over.

*Councilmember Ross moved to approve Agenda Item IV.F SFRPC Resolution 21-01 SB 62 Regional Planning Councils. Councilmember Udine seconded the motion, which carried by a unanimous vote.*

G. CEDS Committee Board Appointment

Mrs. Cosio Carballo explained 2022-2027 South Florida Comprehensive Economic Development Strategy (CEDS) process, development of the CEDS responsibilities, the update, regional meetings, regional stakeholders, funding, etc. She stated that it would be beneficial to have a Councilmember involved on the CEDS Committee. Chair Geller volunteered himself to be on the CEDS Committee.

H. Executive Director / Spending Authority

Mrs. Cosio Carballo informed the Councilmembers on the technology improvements for the Conference Room and the price range of those proposals. Chair Geller suggested Mrs. Cosio Carballo have a one-time authorization to spend up to \$15,000 for office technology. In July 2019, the Council ratified an emergency expenditure, but it was not ratified in the Statement of Organization that was considered and adopted by the Council in January 2020. She would like to ratify and increase the Executive Director's spending authority from \$3,500 to \$7,500.

*Councilmember Udine moved to approve the authorization of the Executive Director to spend up to \$15,000 for conference room technology improvements. Councilmember Leonard seconded the motion, which carried by a unanimous vote.*

Chair Geller suggested that the Executive Committee meet before February 22, 2021 for a 15-minute phone call to discuss the appropriate spending amount. Mr. Goren stated for the record, this would be a change to the Statement of Organization in which was the conclusion that the Board had previously ratified an amount. Councilmember Ross stated that this discussion took place when he was Chair. Chair Geller requested that if the spending authority increase was approved, the Executive Committee need not meet, and the Council will simply vote to change the Statement of Organization at the next meeting. If there was discussion, but not a vote, the Executive Committee will meet to propose a new number.

**Public Comments**

There were no comments or questions from the public via email or virtually.

**V. Discussion Items**

A. Executive Director's Report

Isabel Cosio Carballo introduced Jason McMahon as the new LEPC Coordinator. She summarized his education and experience in emergency planning. Jason stated that he is grateful to be part of the SFRPC team and looks forward to working with everyone. Mrs. Cosio Carballo explained in detail Senate Bill 62 and its language. Discussion ensued on the Senate Bill, the possibility of the Bill passing, that there is not a House companion for SB 62, etc. Councilmember Bailey stated that he would be Tallahassee and will find out more information. He also stated an amendment has been filed. He had not been able to review all of it, but it removes some of the language regarding regional planning councils. Mrs. Cosio Carballo stated that she would update the Councilmembers this afternoon with more information. Mr. Goren read SFRPC Resolution 21-01 to have the record reflect the Council's approval. Mrs. Cosio Carballo announced that Monroe County Commissioner Rice will be retiring from the SFRPC. Mayor Coldiron stated that Monroe County is happy for the work that Commissioner Rice had contributed to the SFRPC. He will remain as Monroe County Commissioner. Monroe County Commissioner Eddie Martinez will be joining the SFRPC Board. Chair Geller announced the retirement of Deputy Director, Manny Cela, who has been with the SFRPC for 42 years. There was a short video dedicated to Mr. Cela with messages from various people he worked with over the years. Mr. Cela stated that he never expected to stay at the SFRPC so many years but as time went on he was offered a new jobs/responsibilities, such as computer programmer, network manager, webmaster, LEPC Coordinator, and the last five years, Deputy Director for Isabel. He said that it is now time to go and he has other plans to enjoy life and what is to come. He stated that the Council is in good hands, the budget is robust, things are working well, there has been a thoughtful effort to bring in new people and staff who will take the Council through the next five to ten years. He thinks the Council will be very successful and things are looking up. He thanked everyone and said he enjoyed the trip. There was a standing ovation. Councilmember Asseff wished Mr. Cela a happy retirement. She had served on the Council for the 21 of his 42 years. She stated that the SFRPC has been like a family and that the Council will miss him.

B. Legal Counsel Report

Mr. Goren thanked everyone for their support during the last session on the passage of SB 1398 to be adopted by the Legislature. He explained the extension on Executive Order 20-316 and other Executive Orders, Senate Bills, Agency meeting requirements, etc. He announced a foreclosure on one of the RLF accounts and noted the Council will be updated at the next meeting.

C. Councilmembers Report

Councilmember Furr stated that at the Broward County Commission Meeting there will be a Resolution for renaming of the Southeast Coral Reef Ecosystem Conservation area in honor of the Honorable Kristin Jacobs. Sponsors for the Resolution are from both South Florida and the Treasure Coast RPCs, Democrat and Republican. Chair Geller stated that the final naming of the park will be in March. Councilmember Udine stated that the South Florida region is sizzling with high tech and finance companies looking to relocate. He has had discussions with Mayor Trantalis from Fort Lauderdale, Mayor Singer from Boca Raton, and the City of Miami's Mayor Suarez. Over the past month he has heard from Elon Musk and other companies to bring their businesses to South Florida and has plans to meet with them. Companies are looking at our region to move forward with business development and startups from other areas. He will keep the Council updated with more information. There was discussion regarding the South Florida Region is being promoted as "Miami" even though the area being considered is in Broward. There was a small discussion on the New River and the tunnel.

D. Ex-Officio Reports

Laura Corry, SFWMD, stated that there was discussion with the 166 municipalities, and sixteen counties to adopt a year-round irrigation ordinance. The water conservation staff is working with the local governments to adopt the ordinance along with educating everyone.

Dat Huynh, FDOT VI, announced that FDOT, VI, District Secretary Jim Wolfe has announced that he will be retiring in early March. He read an email that Mr. Wolfe sent to the District, which summarized his career, specifically at FDOT. Mr. Huynh reported that the Policy and Performance Elements of the Florida Transportation Plan (FTP), for the State of Florida has just been released. Also, the FTP Vision Element has been released to the public.

Jason Andreotta, FDEP, announced on December 22<sup>nd</sup> the State of Florida assumed State 404 Program, wetland permitting from the EPA. Florida is the third state to do this. This means that a person would no longer have to get State and Federal permitting, they would just have to get the State 404 Program Permit through Florida DEP.

**VI. Program Reports and Activities**

A. SFRPC Revolving Loan Funds Status Report

Mrs. Cosio Carballo stated that the Status Report is in the packet for the Councilmembers review. There were no inquiries.

B. SFRPC CARES Act RLF Status Report

There were no inquiries.

C. Development of Regional Impact Status Report – None

D. FRCA Winter Policy Board Forum / 2019 – 2020 Annual Report

Councilmembers Bailey, Udine, and Leonard have been appointed to the FRCA Policy Board. The January 8<sup>th</sup> Agenda and Annual Report are part of this Agenda Item.

E. Council Highlights

Mrs. Cosio Carballo mentioned some of the SFRPC programs, and other programs that the SFRPC and other RPCs work together on. Some of those programs include information on the FIU Biscayne Bay Campus Access with Senator Pizzo; the Council is hosting a DEO Broadband Workshop, Travel Behavior Report with Miami-Dade TPO, etc.

**III. Guest Presentations:**

**Presentation (Time Certain: 11:45 a.m.)**

**South Florida Defense Alliance: A Regional Look at Defense & National Security Interests**

Steven C. Williamson, Colonel, U.S. Army (Ret); Board President, South Florida Defense Alliance; Managing Principal, BEST Solutions Consulting Group

Rick Miller, Captain, U.S. Navy (Ret); Executive Director, South Florida Defense Alliance; Founder & CEO, PHAROS Mission Critical Solution

Chair Geller introduced Colonel Williamson and Captain Miller and summarized their education and careers. Gus Cruz, Director of Military Affairs for Miami-Dade County Chairman Díaz was virtually present and expressed appreciation for the invitation and opportunity to listen to presentation.

Colonel Williamson thanked Mayor Ross for connecting them with the SFRPC and the opportunity to present to the Council. He stated the purpose of the South Florida Defense Alliance (SFDA) is to unite, champion, and grow. This is an opportunity for our two organizations to work together to address major resilience challenges facing both the military and the South Florida community. Both Colonel Williamson and Captain Miller explained various parts of the presentation. The presentation depicted the military bases in South Florida; the SFDA background; the resiliency challenge not just from a military perspective but also interconnecting with the community – such as infrastructure; what the military brings to the region – significant industries such as aviation, healthcare, technology; programs and initiatives; base closures; protecting the bases, etc. The SFDA is seeking a federal grant to support moving forward on addressing combined military and community resilience for our South Florida defense installations and missions. There was discussion on potential closures and sea level rise, resilience infrastructure, coastal issues, and why join forces. Councilmember Kaufman invited them to Key West since it is one of the strongest pro-military small towns in America and there is a close partnership between the local government and the military.

The presentation can be viewed at this link:

<https://sfregionalcouncil.org/wp-content/uploads/2021/01/SFDA-SFRPC-Board-Mtg-Presentation-25-Jan-21-Final.pdf>

#### **Public Comments – None**

#### **VII. Announcements and Attachments**

A. Attendance Form

B. Correspondence and Articles

C. Upcoming Meetings

- 1) Monday, February 22, 2021, 10:30 a.m. TBD - (SFRPC, Hollywood)
- 2) Friday, March 19, 2021, 10:30 a.m. TBD - (SFRPC / TCRPC Joint Meeting)
- 3) Monday, April 26, 2021, 10:30 a.m. TBD - (SFRPC, Hollywood)

#### **VIII. Adjournment**

The meeting was adjourned at 12:33 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 25, 2021 Meeting of the SOUTH FLORIDA REGIONAL PLANNING COUNCIL adopted the 22<sup>nd</sup> day of February 2021.

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Jordan Leonard, Secretary

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Date



# MEMORANDUM

AGENDA ITEM #IV.B

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DATE: FEBRUARY 22, 2021  
TO: COUNCIL MEMBERS  
FROM: STAFF  
SUBJECT: FINANCIAL REPORT

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Attached is a Financial Report comparing the months of November 2020 through January 2021 for your review and approval.

## Recommendation

Approve the Financial Report.



South Florida Regional Planning Council  
1 Oakwood Boulevard, Suite 250, Hollywood, Florida 33020  
954.924-3653 Phone, 954.924-3654 FAX  
[www.sfregionalcouncil.org](http://www.sfregionalcouncil.org)

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL  
COMPARATIVE BALANCE SHEET**

**January 31, 2021**

(unaudited)

	Nov-20	Dec-20	Jan-21	Last month's Increase (Decrease)
<b><u>General Fund</u></b>				
<b>Assets:</b>				
Cash	1,563,871	1,415,924	1,312,741	(103,183)
SBA- Investment Account	11,177	11,179	11,180	2
Accounts Receivable	5,260	5,260	13,244	7,984
Due from Fed, State & Local Projects	298,493	383,077	425,805	42,728
Prepaid Expenses/Deposits	15,477	15,477	15,477	-
<b>Total Assets</b>	<b>1,894,278</b>	<b>1,830,917</b>	<b>1,778,448</b>	<b>(52,469)</b>
<b>Liabilities and Fund Balance:</b>				
Liabilities	59,729	60,952	58,554	(2,398)
Fund Balance	1,834,549	1,769,965	1,719,894	(50,071)
<b>Total Liabilities and Fund Balance</b>	<b>1,894,278</b>	<b>1,830,917</b>	<b>1,778,448</b>	<b>(52,469)</b>
<b><u>Federal, State, and Local Projects</u></b>				
<b>Assets:</b>				
Accounts Receivable	27,463	53,086	69,067	15,982
<b>Total Assets</b>	<b>27,463</b>	<b>53,086</b>	<b>69,067</b>	<b>15,982</b>
<b>Liabilities and Fund Balance:</b>				
Liabilities	16,838	16,838	16,838	-
Due to General Fund	298,493	383,077	425,805	42,728
Fund Balance	(287,868)	(346,829)	(373,576)	(26,747)
<b>Total Liabilities and Fund Balance</b>	<b>27,463</b>	<b>53,086</b>	<b>69,067</b>	<b>15,982</b>
<b><u>Revolving Loan Funds</u></b>				
<b>Assets:</b>				
Cash and Money Market	2,853,592	4,352,776	4,364,914	12,138
Receivables	5,381,027	5,368,144	5,359,445	(8,699)
Allowance for Loan Losses	(1,227,437)	(1,227,437)	(1,227,437)	-
<b>Total Assets</b>	<b>7,007,182</b>	<b>8,493,483</b>	<b>8,496,922</b>	<b>3,439</b>
<b>Liabilities and Fund Balance:</b>				
Liabilities	797,019	789,781	769,908	(19,873)
Fund Balance	6,210,163	7,703,702	7,727,014	23,312
<b>Total Liabilities and Fund Balance</b>	<b>7,007,182</b>	<b>8,493,483</b>	<b>8,496,922</b>	<b>3,439</b>
<b><u>Southeast Florida Regional Prosperity Institute</u></b>				
<b>Assets:</b>				
Cash and Money Market	42,401	42,401	42,401	-
Receivables	-	-	-	-
<b>Total Assets</b>	<b>42,401</b>	<b>42,401</b>	<b>42,401</b>	<b>-</b>
<b>Liabilities and Fund Balance:</b>				
Liabilities	37,079	37,079	37,079	-
Fund Balance	5,322	5,322	5,322	-
<b>Total Liabilities and Fund Balance</b>	<b>42,401</b>	<b>42,401</b>	<b>42,401</b>	<b>-</b>

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL**

**January 31, 2021**

**(unaudited)**

<u>Description</u>	<u>Nov-20</u>	<u>Dec-20</u>	<u>Jan-21</u>	<u>Fiscal Year to Date</u>	<u>% Realized</u>	<u>Annual Budget</u>	<u>% of Budget</u>	<u>Remaining Budget</u>
<b><u>REVENUE REPORT</u></b>								
Membership Fees	\$ 13,070	\$ -	\$ -	\$ 864,323	100%	\$ 864,323	33%	\$ -
Interest & Other Income	122	122	109	429	10%	4,500	0%	4,071
Local Funded Projects	33,933	474	26,045	69,551	31%	221,700	8%	152,149
Federal Funded Projects	48,519	56,004	24,080	168,173	19%	907,313	35%	739,140
State Funded Projects	29,967	-	19,667	49,634	60%	83,027	3%	33,393
Trust Funds	37,599	17,314	31,476	121,465	22%	545,700	21%	424,235
<b>TOTAL Revenues</b>	<b>163,210</b>	<b>73,914</b>	<b>101,377</b>	<b>1,273,575</b>	<b>48%</b>	<b>2,626,563</b>	<b>100%</b>	<b>1,352,988</b>
<b><u>EXPENSE REPORT</u></b>								
<b><u>Operating Expenses</u></b>								
Staff Compensation	\$104,905	\$155,170	\$120,807	\$508,319	39%	1,292,861	49%	\$ 784,542
Occupancy Cost	7,853	7,853	7,853	31,412	34%	91,200	3%	59,788
Utilities Electric/Sanitation	55	265	286	969	19%	5,000	0%	4,031
Janitorial Services	1,082	599	530	2,763	33%	8,295	0%	5,533
Repairs & Maintenance	-	-	-	-	0%	3,897	0%	3,897
Storage	952	476	-	1,428	29%	5,000	0%	3,572
Office Automation	3,548	7,560	7,386	24,819	31%	80,000	3%	55,181
Advertising, Notices, Supplies, Postage	2,202	1,990	816	6,087	39%	15,500	1%	9,413
Travel	-	-	-	-	0%	10,000	0%	10,000
Professional Development	1,107	150	5,125	11,507	38%	30,000	1%	18,493
Insurance	-	7,258	-	7,258	25%	28,783	1%	21,525
Miscellaneous Expenses	1,280	-	-	1,280	26%	5,000	0%	3,720
Legal Services (1)	-	-	-	(634)	-2%	30,000	1%	30,634
Financial Services	404	925	2,501	4,106	9%	46,300	2%	42,194
Professional Consultants	77	834	47	992	8%	12,572	0%	11,580
Capital Expenditures	-	-	-	-	0%	95,000	4%	95,000
Subtotal Operating Expenses	<b>123,465</b>	<b>183,078</b>	<b>145,350</b>	<b>600,305</b>	<b>34%</b>	<b>1,759,408</b>	<b>67%</b>	<b>1,159,103</b>
<b>Pass Through Expenses:</b>	<b>37,172</b>	<b>51,902</b>	<b>37,481</b>	<b>163,092</b>	<b>28%</b>	<b>572,483</b>	<b>22%</b>	<b>409,391</b>
<b>TOTAL Expenses</b>	<b>160,638</b>	<b>234,980</b>	<b>182,831</b>	<b>763,397</b>	<b>33%</b>	<b>2,331,891</b>	<b>89%</b>	<b>1,568,494</b>
<b><u>OTHER REVENUES</u></b>								
Recovery of Bad Debt- Brownfields	\$ -	\$ -	\$ -	\$ -	-	-		
<b>Excess (deficit) Revenues over Expenditures</b>	<b>\$ 2,572</b>	<b>\$ (161,066)</b>	<b>\$ (81,454)</b>	<b>\$ 510,178</b>		<b>\$ 294,672</b>		
<b>RLF CARES Act Funding</b>	<b>\$ 85,000</b>	<b>\$1,433,780</b>	<b>\$ 27,949</b>	<b>\$ 2,401,729</b>	<b>45%</b>	<b>5,318,000</b>	<b>Total RLF CARES Grant</b>	
<b>(1) Additional legal YTD expenses included in "pass-through Expenses"</b>				<b>\$28,936</b>				
<b>Note: Percentage of Fiscal Year lapsed</b>	<b>33.33%</b>							





# MEMORANDUM

AGENDA ITEM #IV.C

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DATE: FEBRUARY 22, 2021

TO: COUNCIL MEMBERS

FROM: STAFF

SUBJECT: LOCAL GOVERNMENT COMPREHENSIVE PLAN PROPOSED AND ADOPTED AMENDMENT  
CONSENT AGENDA

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Pursuant to the 1974 Interlocal Agreement creating the South Florida Regional Planning Council (Council), the Council is directed by its member counties to “assure the orderly, economic, and balanced growth and development of the Region, consistent with the protection of natural resources and environment of the Region and to protect the health, safety, welfare and quality of life of the residents of the Region.”

In fulfillment of the Interlocal Agreement directive and its duties under State law, the Council reviews local government Comprehensive Plan amendments for consistency with the *Strategic Regional Policy Plan for South Florida (SRPP)*. Pursuant to Section 163.3184, Florida Statutes as presently in effect, Council review of comprehensive plan amendments is limited to 1) adverse effects on regional resources and facilities identified in the SRPP and 2) extra-jurisdictional impacts that would be inconsistent with the comprehensive plan of any affected local government within the Region. The Council’s review of amendments is conducted in two stages: (1) proposed or transmittal and (2) adoption. Council staff reviews the contents of the amendment package once the Department of Economic Opportunity certifies its completeness.

A written report of Council’s evaluation pursuant to Section 163.3184, Florida Statutes, is to be provided to the local government and the State Land Planning Agency within 30 calendar days of receipt of the amendment.

## Recommendation

Find the proposed and adopted plan amendments from the local governments listed in the tables below generally consistent with the *Strategic Regional Policy Plan for South Florida*.

Approve this report for transmittal to the local governments with a copy to the State Land Planning Agency.



**PROPOSED AMENDMENTS**

Local Government and Plan Amendment Number	Proposed	Adopted	Council Review Date	Local Government Transmittal or Adoption Public Hearing and Meeting
Monroe County 21-01ACSC (received 01-28-21)	✓	N/A	02-22-21	01-20-21
<p>1. The proposed amendments to Monroe County’s Comprehensive Plan are text amendments to the Comprehensive Plan’s Glossary and to the Future Land Use, Housing, and Ports, and Aviation and Related Facilities Element, including modifying the definitions of accessory use or accessory structure, household, transient unit and dwelling unit; deleting the definition of family; and inserting definitions of kitchen, lock-out unit and wet bar.</p> <p>2. The amendments affect Monroe County.</p> <p>3. The amendments do not create any adverse impacts to state or regional resources/facilities.</p>				
Monroe County 21-02ACSC (received 01-28-21)	✓	N/A	02-22-21	01-20-21
<p>1. The proposed amendment to Monroe County’s Comprehensive Plan modifies provisions related to wetlands, open spaces, and mangroves to allow airport improvements, which may impact wetland areas when there is no other viable alternative available, at the Key West International Airport and the Florida Keys Marathon International Airport.</p> <p>2. The amendment affects the Key West International Airport and the Florida Keys Marathon International Airport in Monroe County.</p> <p>3. The amendment does not create any adverse impact to state or regional resources/facilities.</p>				
Monroe County 21-03ACSC (received 01-28-21)	✓	N/A	02-22-21	01-20-21
<p>1. The proposed amendment to Monroe County’s Comprehensive Plan modifies the Future Land Use Element and the Housing Element to establish a new building permit allocation category to accept and award 300 workforce housing early evacuation unit building permit allocations pursuant to the Workforce-Affordable Housing Initiative, and establishes specific requirements.</p> <p>2. This amendment affects Monroe County.</p> <p>3. This amendment does not create any adverse impact to state or regional resources/facilities.</p>				

Local Government and Plan Amendment Number	Proposed	Adopted	Council Review Date	Local Government Transmittal or Adoption Public Hearing and Meeting
City of Marathon 21-01ACSC (received 02-03-21)	✓	N/A	02-22-21	01/12/21
<p>1. The proposed amendment revises the City of Marathon’s Comprehensive Plan by amending the land use designation of two properties on the Future Land Use Map (FLUM) from Residential High (RH) to Mixed Use Commercial (MU-C) with the intent of allowing the expansion of an adjacent marine aquaculture/research facility.</p> <p>2. This amendment affects two properties located at 163 63<sup>rd</sup> Street (Ocean) in the City of Marathon.</p> <p>3. This amendment does not create any adverse impact to state or regional resources/facilities.</p>				
City of Wilton Manors 21-01ESR (received 01-05-21)	✓	N/A	02-22-21	12-08-20
<p>1. The proposed amendment revises the City of Wilton Manors’ Comprehensive Plan by modifying the density and intensity of the Transit-Oriented Corridor (TOC) land use designation, with the intent to facilitate redevelopment within the City’s mixed-use TOC designated area. The amendment would allow a twenty percent increase in units within the TOC, in accordance with Broward Next.</p> <p>2. This amendment affects the City of Wilton Manors.</p> <p>3. This amendment does not create any adverse impact to state or regional resources/facilities.</p>				

**ADOPTED AMENDMENTS**

Local Government and Plan Amendment Number	Proposed	Adopted	Council Review Date	Local Government Transmittal or Adoption Public Hearing and Meeting
Broward County 20-06ESR (received 01-28-21)	N/A	✓	02-22-21	01-26-21
<p>1. The proposed amendments revise Broward County’s Land Use Plan (BCLUP) by amending the Natural Resource Map Series (PCNRM 20-1) and reflecting amendments of the cities of Pembroke Pines and Tamarac to the future land use elements of their respective comprehensive plan as follows:</p> <p>1.1. The Natural Resource Map series is updated every other year and the proposed revisions are based on actions that the Broward County Environmental Protection and Growth Management Department (EPGMD) took from January 1, 2018 through December 31, 2019. The actions included observing or delineating wetlands on a parcel and issuing an Environmental Resource License which formally identifies wetlands or removing wetlands that are no longer environmentally significant. The actions resulted in the addition of 85.25 acres and the removal of 9.21 acres.</p> <p>1.2. The amendment to the BCLUP – City of Pembroke Pines – amends the land use designation of 49 acres of Commerce and 509.2 acres of Irregular Residential to 30.6 acres of Commerce and 527.6 acres of irregular Residential, located on the east side of SW 172<sup>nd</sup> Avenue between Pembroke Road and Pines Boulevard.</p> <p>1.3. The amendment to the BCLUP – City of Tamarac – amends the land use designation of 168.7 acres of Commercial Recreation to Low (5) Residential.</p> <p>2. The amendments affect Broward County.</p> <p>3. The amendments do not create any adverse impacts to state or regional resources/facilities.</p> <p>4. The Council previously reviewed this amendment when proposed.</p>				
Town of Davie 20-02ESR (received 01-26-21)	N/A	✓	02-22-21	01-06-21
<p>1. The adopted amendment to the Town of Davie’s Comprehensive Plan updates the Town’s Water Supply Facilities Work Plan.</p> <p>2. The amendment affects the incorporated area of the Town of Davie.</p> <p>3. The amendments do not create any adverse impact to state or regional resources/facilities.</p> <p>4. At the proposed stage of this amendment, the South Florida Water Management District provided comments that were addressed prior to adoption.</p>				
City of Miami Beach 20-02ESR (received 01-20-21)	N/A	✓	02-22-21	12-09-20

Local Government and Plan Amendment Number	Proposed	Adopted	Council Review Date	Local Government Transmittal or Adoption Public Hearing and Meeting
<p>1. The adopted amendment to the City of Miami Beach’s Comprehensive Plan establishes the Wolfsonian Arts District within the Medium Intensity Commercial (CD-2) land use category and increases the maximum floor area ratio from what is currently allowed. The intent of the amendment is to allow for the expansion of the Wolfsonian Art Museum.</p> <p>2. This amendment affects the area within the Wolfsonian Arts District in the City of Miami Beach.</p> <p>3. This amendment does not create any adverse impact to state or regional resources/facilities.</p> <p>4. The Council did not review this amendment when proposed.</p>				
City of Miami Beach 20-03ESR (received 01-20-21)	N/A	✓	02-22-21	10-14-20
<p>1. The adopted amendment to the City of Miami Beach’s Comprehensive Plan allows for development of hotels along Lincoln Lane South, an alley on the south side of the Lincoln Road Mall, authorizing hotel uses within the Low Density Multi Family Residential (RM-1) future land use category within a small area.</p> <p>2. This amendment affects the area within the Flamingo Park Historic District that abuts Lincoln Lane South between Drexel Avenue and Lenox Avenue in the City of Miami Beach.</p> <p>3. This amendment does not create any adverse impact to state or regional resources/facilities.</p> <p>4. The Council previously reviewed the amendment when proposed.</p>				
City of Miami Beach 20-04ESR (received 01-20-21)	N/A	✓	02-22-21	11-18-20
<p>1. The adopted amendment to the City of Miami Beach’s Comprehensive Plan allows development of hotels in the Low-Density Multi-Family Residential (RM-1) land use category at designated historic sites in North Beach.</p> <p>2. This amendment affects sites north of Normandy Drive in the City of Miami Beach, which are designated historic, and lots that are greater than 30,000 square feet.</p> <p>3. This amendment does not create any adverse impact to state or regional resources/facilities.</p> <p>4. The Council previously reviewed these amendments when proposed.</p>				
City of Miami Beach 20-05ESR (received 01-20-21)	N/A	✓	02-22-21	11-18-20
<p>1. The adopted amendment to the City of Miami Beach’s Comprehensive Plan provides policy guidance, and establishes a neighborhoods map, with the intent of retaining the unique character of the Sunset Harbor neighborhood. The amendment would support the neighborhood vision of a small town, mixed-use community.</p> <p>2. This amendment affects the Sunset Harbor neighborhood in the City of Miami Beach, located north of Dade Boulevard, west of Alton Road, approximately encompassing the blocks of 18<sup>th</sup> through 20<sup>th</sup> Street.</p>				

Local Government and Plan Amendment Number	Proposed	Adopted	Council Review Date	Local Government Transmittal or Adoption Public Hearing and Meeting
<p>3. This amendment does not create any adverse impact to state or regional resources/facilities.</p> <p>4. The Council previously reviewed this amendment when proposed.</p>				
City of Miramar 20-02ESR (received 02-03-21)	N/A	✓	02-22-21	01-27-21
<p>1. The adopted amendment restates and amends the school-related provisions of the City of Miramar's Comprehensive Plan to reflect the new districtwide level of service (LOS) standards for bounded public schools in the City.</p> <p>2. This amendment affects the City of Miramar.</p> <p>3. This amendment does not create any adverse impact to state or regional resources/facilities.</p> <p>4. The Council previously reviewed this amendment when proposed.</p>				
City of Oakland Park 20-02ESR (received 01-14-21)	N/A	✓	02-22-21	12-16-20
<p>1. The adopted amendment to the City of Oakland Park's Comprehensive Plan incorporates the City's 10-Year Water Supply Facilities Work Plan and related amendments.</p> <p>2. This amendment affects the City of Oakland Park.</p> <p>3. This amendment does not create any adverse impact to state or regional resources/facilities.</p> <p>4. The Council previously reviewed this amendment when proposed.</p>				
City of Parkland 20-02ESR (received 01-05-21)	N/A	✓	02-22-21	12-16-20
<p>1. The adopted amendments provide updates to the Future Land Use Element, Capital Improvement Element, Intergovernmental Coordination Element, and Transportation Element of the City of Parkland's Comprehensive Plan. In addition, the City adds a new element, titled Public Schools Facilities Element. The updates are to maintain consistency with the Broward County Comprehensive Plan Transportation Element to support complete streets, and to provide an annual update to the five-year Capital Improvement Plan (CIP). The Public Schools Facilities Element establishes compliance with the provisions of the third amended and restated Interlocal Agreement (TRILA) which requires parties to the agreement to adopt state provisions for school concurrency, level of service measurement, approval processes, student generation rates, mitigation approval, and the School Board's Capital Plan.</p> <p>2. The amendments affect the incorporated area of the City of Parkland.</p> <p>3. The amendments do not create any adverse impact to state or regional resources/facilities.</p> <p>4. The Council previously reviewed this amendment when proposed.</p>				

Local Government and Plan Amendment Number	Proposed	Adopted	Council Review Date	Local Government Transmittal or Adoption Public Hearing and Meeting
Village of Sea Ranch Lakes 20-01ER (received 01-29-21)	N/A	✓	02-22-21	01-13-21
<ol style="list-style-type: none"> <li>1. The adopted amendment updates the Coastal Management Element of the Village of Sea Ranch Lakes' Comprehensive Plan and adopt the Evaluation and Appraisal Report (EAR) based amendments to be consistent with state, regional, and local regulations.</li> <li>2. This amendment affects the incorporated area of the Village of Sea Ranch Lakes.</li> <li>3. This amendment does not create any adverse impact to state or regional resources/facilities.</li> <li>4. The Council previously reviewed this amendment when proposed.</li> </ol>				
City of Sweetwater 20-01ESR (received 01-05-21)	N/A	✓	02-22-21	12-07-20
<ol style="list-style-type: none"> <li>1. The adopted amendment to the Future Land Use Element of the City of Sweetwater's Comprehensive Master Plan addresses elderly and workforce housing issues in the City. The amendment provides specific density incentives for projects encompassing 100% elderly or workforce housing units, addressing the needs of the elderly, and workforce populations.</li> <li>2. This amendment affects the incorporated area within the City of Sweetwater.</li> <li>3. This amendment does not create any adverse impact to state or regional resources/facilities.</li> <li>4. The Council previously reviewed this amendment when proposed.</li> </ol>				



# MEMORANDUM

AGENDA ITEM #IV.E

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DATE: FEBRUARY 22, 2021  
TO: COUNCIL MEMBERS  
FROM: STAFF  
SUBJECT: SFRPC REVOLVING LOAN FUND RESOLUTION 21-02

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Attached for your consideration is Draft Resolution 21-02 releasing the Economic Development Administration Board's federal interest of the South Florida Regional Planning Council's legacy Revolving Loan Fund.

## Recommendation

Approve SFRPC Resolution 21-02



South Florida Regional Planning Council  
1 Oakwood Boulevard, Suite 250, Hollywood, Florida 33020  
954.924.3653 Phone, 954.924-3654 FAX  
[www.sfregionalcouncil.org](http://www.sfregionalcouncil.org)





## RESOLUTION 21-02

**A RESOLUTION OF THE SOUTH FLORIDA REGIONAL PLANNING COUNCIL (SFRPC) TO HEREBY AUTHORIZE THE REQUEST TO THE U.S. DEPARTMENT OF COMMERCE ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) TO RELEASE ITS FEDERAL INTEREST IN EDA REVOLVING LOAN FUND (RLF) AWARD NO. 045903952-C; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, The South Florida Regional Planning Council is a regional public policy and planning agency representing the geographic area of Miami-Dade, Broward, and Monroe counties; municipalities contained therein, and more than 4.8 million residents; and

**WHEREAS**, this Agreement is between the United States Department of Commerce, Economic Development Administration (EDA) and South Florida Regional Planning Council (Recipient).

**WHEREAS**, the SFRPC is committed to using the EDA RLF Award No. 045903952-C for the continuance of the active administration of the EDA RLF Award in its original purpose and as specified in the current SFRPC RLF Plan.

**WHEREAS**, the SFRPC is committed to only use the funds of the EDA Revolving Loan Fund Award No. 045903952-C for purposes that continue to carry out the economic development purposes of the Public Works and Economic Development Act (PWEDA).

### **NOW THEREFORE, BE IT RESOLVED BY THE SFRPC THAT:**

1. The SFRPC requests EDA to release its federal interest in EDA RLF Award No. 045903952-C.
2. The SFRPC has the authority to enter into an agreement with EDA for the release of the federal interest in EDA RLF Award No. 045903952-C.

3. The SFRPC authorizes Isabel Cosio Carballo, Executive Director, to execute the agreement, amendments, warranties, certifications, and any other documents which may be required in connection with the requested release of the federal interest of EDA RLF Award No. 045903952-C on behalf of the SFRPC.
4. This resolution will take effect immediately upon adoption hereof.

**UNANIMOUSLY ADOPTED BY THE SOUTH FLORIDA REGIONAL PLANNING COUNCIL THIS  
22<sup>ND</sup> DAY OF FEBRUARY 2021.**

---

Mario Bailey, Chair

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Isabel Cosio Carballo, MPA  
Executive Director

**Executive Committee**

Mario J. Bailey, Chair  
Hon. Steve Geller, 1<sup>st</sup> Vice Chair  
Hon. Samuel Kaufman, 2<sup>nd</sup> Vice Chair  
Hon. Beam Furr, Treasurer  
Hon. Jordan Leonard, Secretary  
Hon. Greg Ross, Immediate Past Chair

**Councilmembers**

Hon. Michelle Coldiron  
Hon. Joseph M. Corradino  
Hon. René Garcia  
Hon. Oliver G. Gilbert, III  
Cary Goldberg  
Hon. Eddie Martinez  
Hon. Jean Monestime  
Hon. Michael Udine  
Hon. Ana Ziade

**Ex-Officio Members**

Jason Andreotta, FDEP  
Laura Corry, SFWMD

Dat Huynh, FDOT



# MEMORANDUM

AGENDA ITEM #IV.F

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DATE: FEBRUARY 22, 2021

TO: COUNCIL MEMBERS

FROM: STAFF

SUBJECT: SFRPC REVOLVING LOAN FUND BOARD MEMBERSHIP

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The SFRPC's Revolving Loan Fund Boards, both the legacy RLF and CARES RLF, consists of 5- to 7-member private, public, and non-profit sector professionals, Council Members, and the Executive Director who are appointed by the Council Board. (2020-2025 EDA RLF Approved Five-Year Plan)

Criteria and make-up of the RLF Board consists of the following:

CATEGORY	MEMBER
A voting member of the SFRPC Board of Directors	VACANT
SFRPC Executive Director	Isabel Cosio Carballo
An individual currently employed in banking or finance	Lisa Mooney, Vice President, Bank United
A business owner	Christine Franklin, President, CEI Engineers & Contractors
A community-based representative	Tequisha Myles, Supervising Attorney, Legal Aid Society of Palm Beach County, Inc.
An economic development professional	VACANT
An at-large member. This member may be chosen from the previously enumerated categories or from a category not previously mentioned	VACANT

Recommendation:

Ratify the appointments of existing RLF Board Members and appoint a Council Member to the RLF Board.





## **Lisa Mooney**

### **Bio**

Lisa Mooney, VP, Business Relationship Manager at BankUnited, has over 30 years of banking experience and specializes in commercial lending. She is a Hollywood, Florida native and started her career at SunTrust Bank. After twenty years with the organization, she joined Wachovia Bank as a Business Banker. Lisa has held Senior Leader positions with Regional and National financial institutions including Regions Bank and BMO Harris. She joined BankUnited in 2011, and currently assists business clients in the tri-county area, offering guidance and lending solutions, specifically designed to meet their individual needs.

In addition to her role on the South Florida Regional Planning Council, Lisa is a Rotarian with the Rotary Club of Weston. She also is a volunteer with Kids In Distress and Lifenet4Families. She is married to her husband Tom and they have two grown daughters, Jennifer and Kellie, and two beautiful granddaughters, Ava Grace and Piper. She is an avid dog lover, enjoys traveling, boating and spending time with friends and family at their vacation home in Jensen Beach. She has served as a Board Member of the SFRPC RLF Board since 2016.



## Tequisha Y. Myles

### Bio

A graduate of University of South Florida with a B.A. in Political Science, Tequisha received her Juris Doctor degree from Florida State University College of Law in May 2003. After graduation, Tequisha went to work for Florida Rural Legal Services as a staff attorney for three (3) years. She began working for Legal Aid Society of Palm Beach County, Inc. in March 2006.

She currently serves as the Supervising Attorney of Legal Aid Society of Palm Beach County's Elder Law Project, Consumer Advocacy Unit, Veterans Advocacy Project, Community Economic Development Project, Neighborhood Entrepreneurial Law Project and Fair Housing Project. She investigates and litigates claims of discrimination against housing providers in Palm Beach County, Florida and provides legal representation and counseling to seniors in the areas of Consumer and Real Property laws.

Tequisha has worked in the community with many wonderful organizations for a number of years. She currently serves on the Board of Directors for the South Florida Regional Planning Council's Revolving Loan Fund and Southeast Florida Community Development Fund Inc. since 2019. She is the former Co-Chair of the Palm Beach County Bar Association's Elder Affairs Committee. She is a Past-President of the F. Malcolm Cunningham, Sr. Bar Association. She also served as the President of the Board of Directors for Adopt-A-Family of the Palm Beaches. Tequisha is an active member of Mount Hermon AME Church in Fort Lauderdale.



**Christine E. Franklin, MBA, PE, BC, PSSC**  
**President**



Ms. Franklin has over 25 years of experience as a civil and environmental engineer managing a variety of environmental and construction projects. She directs the firm to accomplish its Mission of Delivering the Best Value to its Clients. From assisting clients in the formulation of their projects, to managing procurement programs, to serving as Engineer-of-Record, Ms. Franklin is in charge of ensuring that the firm fulfills its obligations to its stakeholders - clients, employees and to the community.

Ms. Franklin is responsible for articulating project objectives overseeing the procurement on major contracts, and developing standards and guidelines. She negotiates critical and controversial issues, monitors project schedules and budgets, and manages risks. She currently serves on the South Florida Regional Planning Council's Revolving Loan Fund Board since 2020.

#### **REPRESENTATIVE PROJECT EXPERIENCE**

- **Miami International Airport:** Jet-A Fuel Facility Emergency Response, Clean-up & New Fueling System Construction. Removal of contaminated material and related clean-up activities. - Officer Advisor
- **Ft. Lauderdale/Hollywood Int. Airport, South Terminal 4 Remediation:** Remediated petroleum, arsenic and asbestos contaminated material from T4 Apron Area ( Approx. 7 acres of contaminated material). -Officer Advisor
- **Miami-Dade County GSA at three fueling sites:** Design/Build of (3) GSA Bulk Fueling Facilities ( NorthDade Landfill, GSA Shop#3, Homestead). Installation of (3) 12,000 gallon unleaded ASTs, two (2) 20,000 gallon diesel ASTs, day tank, generator, bulk fuel loading rack and dike area- Officer Advisor
- **US Department of Homeland Security- Federal Law Enforcement Training Center (FLETC):** Remediated 4 former Outdoor Firing Ranges and Pond at the Federal Law Enforcement Training. (FLETC). The Scope of Work included implementing MOT, removal of contaminated material, treatment, transportation and disposal, surveying and reporting.- Officer Advisor
- **Miami-Dade Aviation Department; Miami International Airport, Concourse B-C** (now D) Remediation of petroleum, arsenic and asbestos contaminated material at the MIA former concourse BC baggage shed area. - Officer Advisor
- **Miami-Dade County Miscellaneous Sites-** Environmental Assessment/Remediation including Air Sparging, Soil Vapor Extraction System and Remedial Action Plan-Officer Advisor
- **Miami-Dade Fueling Facilities** - Managing and the Preparation of Stormwater Pollution Prevention Plan to Comply with the Multi-Sector Generic Permit - Principal-in-Charge
- **Miami International Airport Jet-A Fueling Facility** - Hydrant Line Closures Concourse B, C, E-Satellite, F & G -Principal-in-Charge

#### **YEARS OF EXPERIENCE**

25 years

#### **AREAS OF EXPERTISE**

- Stormwater Management
- Facility Environmental Compliance & Management
- Fuel Storage Tank Removal & Installation

#### **EDUCATION**

- Master of Business Administration, University of Florida
- B.S. Civil Engineering, University of Guyana

#### **PROFESSIONAL REGISTRATIONS**

- Professional Engineer, Florida (PE#57451)
- Building Contractor, Florida (CBC058917)
- Pollutant Storage Systems Contractor, Florida (PCC056851)

#### **PROFESSIONAL AFFILIATIONS**

- Florida Engineering Society
- American Society of Civil Engineers

#### **TRAINING/CERTIFICATIONS**

- OSHA 40 Hour HAZWOPER
- OSHA 8 Hour Supervisor
- US Army Corp of Engineers Contractor Quality Management



# MEMORANDUM

AGENDA ITEM #IV.G

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DATE: FEBRUARY 22, 2021

TO: COUNCIL MEMBERS

FROM: STAFF

SUBJECT: EXECUTIVE DIRECTOR SPENDING AUTHORITY

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The Council's Statement of Organization (Jan 2020) 9.0 Finances (9) currently states "The purchase of any single item of either equipment or goods which will require the expenditure of more than three thousand dollars (\$3,000) must be approved by the Council." The sum of \$3,000 dates back to at least 2003.

At the July 22, 2019 Council Meeting, the Council ratified an emergency expenditure for the replacement of the air conditioning unit in Suite 230 (Conference Room). At that time, the Council proposed an increase in the Executive Director's discretionary spending authority to \$7,500. Inadvertently, it was approved in concept but not formally. At its January 2021 meeting, the Executive Director requested, and the Council approved, permission to spend up to \$15,000 for conference room technology improvements. This engendered a conversation regarding what is the appropriate level of Executive Director's discretionary spending authority that would not require pre-approval by the Council.

Following the January 2021 Meeting, Council staff polled the RPC Executive Directors to document their level of discretionary spending authority. Of the 10 Councils, four (4) have spending authority up to \$25K; three (3) have spending authority of up to \$3K – 5K; one (1) up to \$35K; one (1) up to 50K; and one (1) up to \$150K. Following consultation with the Chair and Legal Counsel, the Executive Director requests an increase of discretionary spending authority for the purchase of any single item of either equipment or goods not to exceed \$20,000.

Recommendation:

Increase the Executive Director's spending authority from \$3,000 up to \$20,000 for the purchase of any single item of either equipment or goods.



Florida Regional Planning Councils	Executive Director's Spending Authority (February 2021) for single purchase without Board Approval
Apalachee	Up to \$25,000
Central Florida	Up to \$25,000
East Central Florida	Up to \$3,000
Emerald Coast	Up to \$150,000
North Central Florida	Up to \$ 25,000; Executive Committee approval for purchase over \$25,000 and up to \$50,000; Board approval of any purchase over \$50,000
Northeast Florida	Up to \$25,000
South Florida	Up to \$3,500
Southwest Florida	Up to \$50,000
Tampa Bay	Up to \$35,000
Treasure Coast	Up to \$5,000

Poll Date: 2/10-11/2021





# MEMORANDUM

AGENDA ITEM #IV.H

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DATE: FEBRUARY 22, 2021  
TO: COUNCIL MEMBERS  
FROM: STAFF  
SUBJECT: STATEMENT OF ORGANIZATION REVIEW AND UPDATE

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Please find herewith the updated draft Statement of Organization for review and discussion.

## Recommendation

Update and adopt the Statement of Organization



South Florida Regional Planning Council  
1 Oakwood Boulevard, Suite 250, Hollywood, Florida 33020  
954-924-3653 Phone, 954-924-3654 FAX  
[www.sfrplanningcouncil.org](http://www.sfrplanningcouncil.org)



February 2017

# South Florida Regional Planning Council

## Statement of Organization

February 2021

## TABLE OF CONTENTS

	Page
1.0 Organization .....	1
2.0 Purpose .....	1
3.0 Definitions .....	2
4.0 Membership, Voting and Term of Office .....	3
5.0 Vacancies .....	4
6.0 Removal from Office .....	4
7.0 Officers, Term of Office, and Duties .....	4
8.0 Meetings .....	6
9.0 Finances .....	8
10.0 Powers .....	9
11.0 Staff .....	9
12.0 Committees .....	9
13.0 Plans, Studies, Activities, and Reports .....	10
14.0 Agenda Procedure .....	11
15.0 Withdrawal and Dissolution .....	12
16.0 Compensation and Expenses of Members .....	12
17.0 Amendments .....	13
18.0 Gender Neutral .....	13
19.0 Information Requests .....	13

# 1.0 Organization

The South Florida Regional Planning Council (Council) is organized under the authority of Chapter 186, Florida Statutes, as amended from time to time. The Council is located in Comprehensive Planning District ~~Eleven-Ten~~ and consists of the counties of Broward, Miami-Dade and Monroe. Council headquarters shall be in a central location as determined by a majority vote of the Council. Field offices may be maintained at other locations.

Council is further organized pursuant to the terms, conditions and provisions of that certain Interlocal Agreement creating the Council by and between the Counties of Broward, Miami-Dade, and Monroe, each being a political subdivision of the State of Florida and recorded in the Public Records of each County in 1993.

# 2.0 Purpose

The Council's purpose is:

- (1) To exercise the rights, duties, and powers of a regional planning council as defined in Chapters 186 and 163 and Section 403.723, Florida Statutes, as amended from time to time and of a regional planning agency as defined in Chapter 23, Section 403.723, and Chapter 380, Florida Statutes, as amended from time to time, including those functions enumerated by legislative finding and declarations of Chapter 186, Florida Statutes, as amended from time to time and other applicable federal, State and local laws.
- (2) To conduct the comprehensive regional planning process.
- (3) To provide regional coordination for the local governments in the South Florida Region.
- (4) To exchange, interchange, and review the various programs referred to it which are of regional concern.
- (5) To promote communication among local governments in the Region.
- (6) To identify and resolve regional problems and issues.
- (7) To cooperate with federal, State, local and non-governmental agencies and citizens.
- (8) To assure the orderly and balanced growth and development of this Region, consistent with the protection of the natural resources and environment of the Region, and to promote safety, welfare and quality of life of the residents of the Region.
- (9) To encourage and promote communications between neighboring regional planning districts in an attempt to insure compatibility in development and long-range planning goals.
- (10) To establish, manage and maintain various revolving loan programs.
- (11) To coordinate and host conferences and other events intended to facilitate the exchange of ideas with interested community stakeholders, including private organizations, on issues relevant to the region.

## 3.0 Definitions

- (1) Council Member(s) - representatives appointed by the Governor, member county, or Municipal League of Cities; -or by a member government.
- (2) Council - the South Florida Regional Planning Council.
- (3) Strategic Regional Policy Plan - a long-range guide for physical, economic and social development of the Region which identifies regional goals and objectives, and policies.
- (4) Elected official - a member of the governing body of a municipality or county.
- (5) Ex-Officio Members - the Governor or appropriate Department shall appoint certain ex-officio, non-voting members to each regional planning council:
  - (a) A representative of the Department of Transportation;
  - (b) A representative of the Department of Environmental Protection;
  - (c) A representative ~~nominated by Enterprise Florida, Inc. and the Office of Tourism, Trade and Economic Development; and~~ of the Department of Economic Opportunity; and
  - (d) A representative of the South Florida Water Management District.

The Governor may also appoint ex-officio, non-voting members representing appropriate metropolitan planning organizations and regional water supply authorities, as applicable. (See Section 186.504, Florida Statutes, as amended from time to time)

- (6) Federal or federal government — the government of the United States of America or any department, commission, agency or instrumentality thereof.
- (7) Local general-~~urpose~~ purpose government — any municipality or county created pursuant to the authority granted under Section 1 and 2, Article VIII of the Constitution for the State of Florida.
- (8) Member County government — the principal member units representing each of the counties in the Region: Miami-Dade, Broward, and Monroe counties ~~any county or any association representing a group of municipalities located within the Region.~~
- (9) Municipal League of Cities – the respective leagues of cities representing Miami-Dade, Broward, and Monroe county municipal governments ~~Principal member unit — each of the counties in the Region.~~
- (10) Region or South Florida Region — the geographical area, including both land and water, within or adjacent to the counties of Broward, Miami-Dade and Monroe.
- (11) State or State government — the government of the State of Florida, or any department, commission, agency or instrumentality thereof.

## 4.0 Membership, Voting and Term of Office

- (1) Broward County and Miami-Dade County shall each be represented by three (3) county commissioners~~selected official members~~, and Monroe County shall be represented by two (2) county commissioners~~selected official members~~. All members shall be selected from the respective elective governing body by the Chair of the County Commission.
- (2) Monroe County, in addition to the membership in (1), shall be entitled to one (1) elected official member to serve on the Council. Broward and Miami-Dade counties, in addition to the membership in (1) shall be entitled to two (2) elected official members to serve on the Council. Such members shall be elected officials of general-~~purpose~~ municipal government appointed by the respective League of Cities representing the county. ~~member government~~.
- (3) The Governor of the State of Florida shall appoint a maximum of six (6) voting members. Each county in the Region shall be represented by a minimum of one (1) appointment by the Governor.
- (4) The names of all Council Members shall be recorded in the Council minutes.
- (5) For the conduct of all business, each Council Member shall have one (1) equal vote.
- (6) The basic term of office for Council Members appointed by the Governor shall be determined by the Governor as provided by law. ~~for two three (3) (2) years commencing with the January meeting in a year. All appointed representatives shall be eligible for reappointment. This section shall not be construed to limit the authority or ability of governmental, collegial bodies to change their appointments to the Council.~~
- (7) The basic term initial term and any subsequent terms of office for Council Members appointed by the Chairs of the county commissions shall be determined by the Commission Chairs and as otherwise provided by law. serve two year three year staggered terms, and shall serve until their replacement is appointed. ~~after the initial terms specified below:~~
  - ~~Terms expiring December 1981:~~
    - ~~Broward County officials~~
    - ~~Miami Dade municipal officials~~
    - ~~Governor appointees from Monroe~~
  - ~~Terms expiring December 1982:~~
    - ~~Miami Dade County officials~~
    - ~~Monroe municipal officials~~
    - ~~Governor appointees from Broward~~
  - ~~Terms expiring December 1983:~~
    - ~~Monroe County officials~~
    - ~~Broward municipal officials~~
    - ~~Governor appointees from Miami Dade.~~
- (8) It is the express purpose and intent of this Statement of Organization that the composition of Council Members reflects the diversity in the community of South Florida and that appointments made by the

Governor, by principal member units and member governments shall, in all instances, embrace the multi-cultural, multi-ethnic, multi-lingual and multi-racial environment of South Florida.

~~(9) — No Council Member may serve more than five consecutive (2) three (3) consecutive three (3) year terms.~~

## 5.0 Vacancies

Any vacancy in membership shall be filled for the unexpired term in the same manner as the initial appointment.

## 6.0 Removal from Office

Should a Council Member have three (3) consecutive, unexcused absences from regular meetings or miss more than one-half of the regularly scheduled meetings in a calendar year without providing the Council a justifiable reason for the absence in writing, the Secretary shall so advise the appropriate member government, or the Governor, and request another appointment. Justifiable reasons shall be defined as:

- (a) Sickness;
- (b) Disability;
- (c) Temporary absence from the jurisdiction;
- (d) Excused absence by the Chair or the Executive Director; or
- (e) Required attendance at another public meeting or hearing called pursuant to Chapter 286, Florida Statutes, as amended from time to time.

Members may be removed from the Council by the legal appointing authority which made the appointment only after written notice of such action has been received by given to the Council.

## 7.0 Officers, Term of Office, and Duties

- (1) The regular January meeting shall be the annual meeting of the Council and shall be for the purpose of electing the new officers and conducting such other business as may come before the members. The Council shall elect from its membership the following officers: Chair, First Vice-Chair, Second Vice-Chair, Treasurer and Secretary. It is the express intent of this provision that at all times there shall be a balanced representation among the member governments and governor’s appointees as members of the Executive Committee so that there is at least one (1) county or municipal representative from each County. Each member so elected shall serve for one (1) year or until reelected or a successor is elected. It is the intent of the Council that Executive Committee Members shall be advanced in his/her respective positions each year, so long as such Council Member continues to serve as an appointed member, from Secretary to Treasurer, Treasurer to Second Vice-Chair, Second Vice-Chair to First Vice-Chair, First Vice-Chair to Chair, in that order. Effective in January 2001, and following, no member of the Council shall be

*adopted Jan 2020*

~~permitted to serve on the Executive Committee for a continuous term or a continuous period exceeding one (1) year in any one (1) Executive Committee position.~~

- (2) The newly elected officers shall be declared installed following their election, and shall assume the duties of office.
  - (a) The Chair shall be authorized and responsible for working in coordination with the Executive Director to oversee ~~overseeing~~ the organization of the work of the Council; for seeing that all policies of the Council are carried out; for signing, as needed, any contract or other instrument which the Council deems in its interest; and for presiding over all Council meetings. The Chair, or a designated Council Member, shall be an ex-officio member of all committees.
  - (b) The First Vice-Chair shall act in the Chair's absence or inability to act. The First Vice-Chair shall perform such other functions as may be assigned by the Chair or the Council.
  - (c) The Second Vice-Chair shall act in the Chair's and First Vice-Chair's absence or inability to act. The Second Vice-Chair shall perform such other functions as may be assigned by the Chair or the Council.
  - (d) The Treasurer shall be responsible for general oversight of the financial affairs of the Council and such other duties as may be assigned by the Chair or the Council.
  - (e) The Secretary shall be responsible for minutes for the meeting, keeping the roll of members, and such other duties as may be assigned by the Chair or the Council.
- (3)
  - (a) There shall be an Executive Committee consisting of the Chair, First Vice-Chair, Second Vice-Chair, Treasurer, Secretary and the most recent Past Chair still in continuous service on the Council. ~~If there is no Past Chair still in continuous service, the Council shall elect a member to serve on the Executive Committee until such time as there is a Past Chair still in continuous service. If there is no most recent Past Chair still in continuous service, the Executive Committee shall~~ may be comprised of five (5) members.
  - (b) The Executive Committee shall act for and on behalf of the Council and shall take such action as may reasonably be necessary to fulfill the duties, functions and responsibilities of the Council as if a quorum were present. It is the intention of the Council that other members present at a Council meeting where a quorum is not present and where the Executive Committee shall act for and on behalf of the Council, shall be permitted to fully participate in the proceedings and matters then pending before the Council or the Executive Committee.
  - (c) Where, in the opinion of the Chair of the Executive Committee, an emergency situation exists, the Executive Committee may convene at the principle office of the Council, and act in response to the emergency situation. For purposes of this section, an "emergency situation" is defined as an event which is, unforeseen, unexpected, or time sensitive, in which there is not sufficient time for the full Council to meet, or is a sudden or unforeseen natural or manmade event that necessitates immediate action for and on behalf of the Council. An emergency situation is not a self-created matter by a member or members of the Council. Any meeting and action taken by the Executive Committee in response to the declared emergency situation shall be ratified by the Council at the next regular meeting.



## 8.0 Meetings

- (1) The annual election of officers shall be held during the January meeting in each year.
- (2) There shall be a Nominating Committee which shall consist of the Immediate Past Chair in addition to two other members of the Council who shall be selected by the Chair not later than December prior to the January meeting at which the annual election of officers shall be conducted. No two (2) members of the Nominating Committee shall reside in the same County.
- (3) Regular meetings shall be held on the days and times established by the Council.
- (4) Special meetings may be called by the Chair at his/her discretion or shall be called when requested by members from two-thirds of the principal member units. Legal Adequate notice shall be given to all Council Members stating the date, hour, and place of the meeting and the purpose for which such meeting is called, and no other business shall be transacted at that meeting. Furthermore, the Executive Director and/or his/her designee shall notify the applicable media within the South Florida Region and shall comply with the applicable provisions of Chapter 286, Florida Statutes, as amended from time to time. However, if a determination to hold a special meeting is reflected upon the record of any Council meeting, no additional notice is necessary.
- (5) The place and time of each regular meeting shall be determined by the membership prior to the adjournment of the previous meeting. In the absence of such determination, the time and place of the meeting(s) shall be determined by the Chair. The Council may establish a regular meeting time and place, in which case no special action by either the Council or the Chair is required, provided the meeting is to be held at the regular time and place.
- (6) Written notice of all Council meetings shall be mailed to each member at the member's address, as it appears on the records of the Council, at least seven (7) days prior to that meeting. The notice shall state the date, time, place and the business to be transacted. Business transacted at all special meetings shall be confined to the subject stated in the notice.
- (7) All official meetings of the Council shall be open to the public as required by the Florida Sunshine Law, Chapter 286, Florida Statutes, as amended from time to time and shall meet the requirements of the applicable sections of the Florida Administrative Procedure Act, Chapter 120, Florida Statutes, as amended from time to time.
- (8) ~~Subject to the provisions of this paragraph, a quorum shall consist of a majority of the voting members.~~ When a quorum has been determined to be present according to §120.525 Florida Statutes (2020) as amended from time to time, a majority of those present may take action on all matters presented at the meeting. Each member present shall vote on each question presented to the Council except in the event that a member abstains from voting pursuant to the applicable provisions of Section 112.3143, Florida Statutes, as amended from time to time. So long as a quorum is initially present at the commencement of a regular or special meeting, the public business of the Council shall continue, unabated, if a quorum is lost during the course of such regular or special meeting, subject to the condition that a quorum is maintained or reestablished by Executive Committee. ~~there shall exist at least not less than ten (10) members present which shall include one (1) member from each category of membership as defined in Section 3.0, hereinabove.~~

- (9) Council Members are strongly encouraged to physically attend Council Meetings. However, special circumstances may necessitate a member's participation via teleconferencing. In the event, the following shall apply:
- (a) A quorum must otherwise be present at that meeting.
  - (b) An absent member can be present as a voting member via teleconferencing or virtual meeting conducted in accordance with Communications Media Technology (CMT) under Ch.120, Florida Statutes throughout the discussion on a specific matter pending before the South Florida Regional Planning Council ~~as long as such request is approved by the Chair prior to commencement of said meeting.~~ Use of cellular phones while driving is strongly discouraged.
- (10) Members of the public shall be given a reasonable opportunity to be heard by the Council before it takes official action on a proposition. Public participation at the meetings shall be in the following manner:
- (a) Members of the public may speak only at times designated by the Chair.
  - (b) If a member of the public is designated to speak on an item by the Chair, the member of the public shall step to the floor microphone and state her/his name and address in an audible tone for the record.
  - (c) During public participation any member of the public may speak to any issue under consideration by the Council prior to its adoption.
  - (d) Remarks shall be limited to the question(s) under discussion. Speakers will be limited to three minutes during this time. The Chair may further reasonably limit the time period provided for public comment, as necessary, in order to ensure that all members of the public seeking to speak are afforded an opportunity to do so in a timely manner. Additional time may be added by the Chair.
  - (e) Any individual who causes a disruption or disturbance of a meeting shall be warned by the Chair that their conduct is interfering or disturbing the order of the meeting and shall be given the opportunity to cease the offending conduct. If the individual fails to cease the offending conduct and continues to interrupt or disrupt the meeting, the individual may be requested to leave the meeting by the Chair.
  - (f) Persons whose allotted time to speak has expired shall be so advised by the Chair to conclude. Cumulative and repetitive testimony should be avoided on any matter. Persons of the same position as the previous speaker may simply state their names, address and the positions with which they agree. Members of the public are permitted and encouraged to submit written testimony to the Recording Secretary in advance of a Council Meeting, which shall become part of the official public record.
  - (g) Any person who, at a Council or board meeting, willfully interrupts or disturbs the meeting in violation of Section 871.01, ~~Fla. Stat.~~ Florida Statutes, entitled "Disturbing Schools and Religious and Other Assemblies," is subject to arrest by those law enforcement officers present.
  - (h) The public's right to speak prior to official action being taken by the Council does not apply in the following circumstances:

- (1) If the Council must take official action to deal with an emergency situation affecting the public health, welfare, or safety, when compliance with the requirements would cause an unreasonable delay in the ability of the Council to act;
- (2) Official action by the Council involving no more than a ministerial act, including, but not limited to, approval of minutes and ceremonial proclamations;
- (3) ~~Any council meeting that is otherwise~~ ~~A meeting that is~~ exempt from the open meeting requirements of Section 286.011, ~~Fla. Stat.~~ Florida Statutes; or
- (4) Meetings in which the Council is acting in a quasi-judicial capacity. However, this exclusion does not affect the right of a person to be heard as otherwise provided by law.

## 9.0 Finances

- (1) The work year and fiscal year of the Council shall be the twelve (12) months beginning the first day of October and ending the thirtieth day of September.
- (2) The Council shall adopt a work program and budget for each fiscal year and shall, before August 1, certify the resultant membership fee to the Clerk of the governing body of each principal member unit. Each principal member unit shall include in its annual budget and provide to the Council funds in an amount sufficient to fund its proportionate or minimum share of the Council's adopted budget.
- (3) The proportionate share of the budget of the Council shall be an amount which bears the same ratio to the local share of the total annual Council budget as the population of each principal member unit bears to the total population of all participatory counties, based upon the most current annual population estimates provided by the State of Florida pursuant to Section 23.019, Florida Statutes, as amended from time to time. The local share is the total annual budget minus funds supplied to the Council under contract with Federal or State agencies.
- (4) The Council, in adopting its annual budget, may establish a reasonable minimum and maximum financial contribution from each principal member unit.
- (5) Assessments shall be due in full on October 1.
- (6) Each principal member government that does not remit the assessed amount by November 1 shall lose all voting privileges, both for representatives from the principal member and other appointees from the county, until payment is made.
- (7) The Council shall, from time to time, designate persons to sign any and all checks issued by the Council which may include any persons serving on the Executive Committee and the Executive Director of the Council in addition to any other member so designated by the Council. Any person serving on the Executive Committee and the Executive Director of the Council are designated to sign all checks issued by the Council. ~~An additional~~ Additional Council Members may be designated as signatories ~~signator~~ by the Council to avoid problems associated with time or distance. All checks to be signed by two (2) of the above designated persons.
- (8) The budget and such other changes, amendments or supplements as may be necessary to conduct the fiscal affairs of the Council may be amended from time to time by action of the Council provided,

however, that the budget may not be amended to increase the annual per capita contribution by the principal member units.

- (9) The purchase of any single item of either equipment or goods which will require the expenditure of more than ~~twenty three~~ thousand dollars (~~\$20,000 3,000~~) must be approved by the Council.

## 10.0 Powers

The Council has all powers granted to regional planning councils or regional planning agencies by Chapter 23, Chapter 160, Section 163.01, Section 163.3184, Section 403.723, and Chapter 380, Florida Statutes, as amended from time to time.

## 11.0 Staff

- (1) The Council shall employ and set the compensation of an Executive Director, who shall serve at the pleasure of the Council.
- (2) The Executive Director shall employ and discharge professional, technical, or clerical staff as may be necessary to carry out the purpose of the Council. The Executive Director may make agreements with other agencies, within or without the geographic boundaries of the region, for temporary transfer, loan, or other cooperative use of staff employees and, with the consent of the Council or pursuant to procedures established by the Council, may acquire the services of consultants.
- (3) The Executive Director shall be responsible to the Council for supervising and administering the work program of the Council, including preparation of a proposed annual budget, for administration and supervision of Council employees, and for acquiring employee benefit coverage.
- (4) The Executive Director shall act as assistant to the Council officers in performing their duties and shall, at the direction of the Secretary, prepare minutes of each meeting and be responsible for distributing copies to members of the Council, and shall perform such other duties and responsibilities as directed by the Council.
- (5) The Executive Director shall act as Agency Clerk.

## 12.0 Committees

- (1) The Council shall establish and maintain such committees as it deems necessary to carry out the purposes and objectives of the Council. Committees shall be created or discontinued by the Chair as directed by the Council.

- (2) All committees and Chairs thereof shall be appointed by the Council Chair with the approval of a **Majority majority** of the Council, except that when the need arises between regular meetings of the Council ~~when the need arises~~ the Chair may fill vacancies, and/or appoint temporary committee members or Chair thereof. Any person so appointed by the Chair between regular meetings of the Council shall have full and complete authority to vote and carry out the duties of regular committee members until the next regular meeting of the Council or such shorter period of time as the Chair shall determine. The authority of the person appointed by the Chair between regular meetings of the Council may not extend past the next regular meeting unless confirmed by a majority of the Council. If a majority of the Council does not confirm the person appointed for future service on the committee, this shall in no way affect the validity of the actions taken by such person during the period between regular meetings of the Council.
- (3) The Chair shall have the authority to create committees in between Council meetings and appoint members, subject to ratification of the Council at its next regular meeting. All committees created by the Chair shall sunset at the expiration of the Chair's term unless extended by the incoming Chair.

## 13.0 Plans, Studies, Activities, and Reports

- (1) The Council shall prepare and adopt, pursuant to the requirements of Chapter 186 and Chapter 120, Florida Statutes, as amended from time to time, a Strategic Regional Policy Plan. The Plan may be adopted in full, or specific elements or portions of the Plan may be adopted separately. The Plan and the elements shall be based on studies of the resources of the Region. The Plan or Plan element, when adopted, shall constitute the basis for the Council's actions when performing its assigned responsibilities of receiving Developments of Regional Impact, Local Government Comprehensive Plans, federally-assisted projects, and other regional overview or comment functions.
- (2) In the event one or more governmental units or public agencies within the Region should desire the staff of the Council to conduct special studies or activities pertaining to a portion of the entire Region, they may make application to the Council by ordinance, resolution, rule or order, wherein the applying entities bind themselves to pay all costs involved in the study or activity. If the Council deems the study or activity feasible, it may enter into a separate contract with the particular entity to conduct same.
- (3) The Council shall prepare an annual report on its activities. Copies of this report shall be provided to the appropriate State entities and all general-purpose local governments within the Region. Copies of the report will also be available to interested persons upon payment of the cost to produce the report.
- (4) The Council shall make reports jointly with other regional planning councils to the appropriate legislative committees, as required or requested.
- (5) The Council shall annually prepare an accounting of the receipts and disbursements of all funds received by the Council for its preceding fiscal year. This accounting shall be rendered in accordance with Section 160.02(8), Florida Statutes, as amended from time to time.

## 14.0 Agenda Procedure

- (1) For each Council meeting the Agenda shall be set in the following manner:
  - (a) The Agenda shall be set ten (10) days prior to each meeting.
  - (b) The responsibility of setting the Agenda shall be that of the Executive Director. In fulfilling this responsibility, the Executive Director may consult with the Chair. All items requested by the Chair shall be placed on the Agenda.
  - (c) Any member of the Council shall be permitted to add items to the Agenda so long as a request to do so is filed with the Executive Director at least five (5) business days prior to a regular or special meeting.
  - (d) Any additions, modifications, or deletions to the Agenda subsequent to it being set shall be in accordance with the provisions of Chapter 120, Florida Statutes, as amended from time to time. In particular, such additions, modifications, or deletions must be determined to be of a critical or emergency nature. Items to be included within the scope of a critical or emergency nature could be items that would require Council action prior to a subsequent regularly scheduled meeting at which time the item could be considered, and that by delaying consideration the purpose of the Council would not be reasonably achieved.
  - (e) Emergency matters may be added to the Agenda of any regular or special meeting to the extent that the majority of the quorum then present of the Council approves of the addition which shall include the finding of an emergency, so as to place the item appropriately before the Council.
  
- (2) Any person, individual, or organization may request that an item be placed on the Agenda. All requests shall be considered in the following manner:
  - (a) All requests for placing an item on the Agenda, except those made by the Chair, shall be made in writing to the Executive Director stating the following:
    - The subject matter to be considered;
    - The purpose in making the request;
    - The action requested of the Council, if any; and
    - The meeting date at which the item would be considered, indicating the reason, if any, for requesting the date.
  - (b) The item requested shall be placed on the Agenda of the next regularly scheduled meeting, provided that:
    - 1) The request is received a minimum of fourteen (14) days prior to the meeting;
    - 2) The Executive Director determines that:
      - a) The subject matter of the request can reasonably be considered to be within the purpose of the Council as set forth in 2.0 of this Statement of Organization; and

- b) Sufficient staff effort and resources are available to properly prepare a report and recommendation on the requested subject, when necessary.
- c) In making these determinations, the Executive Director may confer with the Chair. All requests which are not placed on the Agenda shall be brought to the attention of the Council by the Executive Director at the next meeting.
- d) Should a Council Member wish to have an item, previously considered and acted upon by the Council, reconsidered, the Council Member may request, at any regular Council meeting, that the item be placed on the next meeting Agenda. The request must receive a majority vote of the Council Members present to agenda the item.

~~(4)~~ (3) Unless otherwise provided by Chapter 120, Florida Statutes, as amended from time to time, provided herein, Robert's Rules of Order, as revised, shall ~~rule~~ prevail in all council proceedings.

## 15.0 Withdrawal and Dissolution

Any principal member unit may withdraw its membership by resolution duly adopted by its governing body, and upon giving at least twelve (12) months written notice of withdrawal to the Chair or chief elected official of the governing body of each principal member unit. The withdrawal shall only be effective at the close of the fiscal year (September 30), with all funding and contractual obligations of the withdrawing principal member unit continuing until the effective date. All property, real or personal, of the Council on the effective date of such withdrawal shall remain the property of the Council and the withdrawing principal member unit shall have no right thereto.

## 16.0 Compensation and Expenses of Members

- (1) Members shall receive no compensation for their services but shall be reimbursed by the Council for traveling expenses incurred while engaged in specific, authorized activities on behalf of the Council if requested. Such reimbursement shall be in accordance with the provisions of Chapter 112.061, Florida Statutes, as amended from time to time.
- (2) Each appointing authority shall be responsible for the expense of its appointed members in attending meetings of the Council held within the boundaries of District ~~Eleven~~ Ten. The Council will be responsible for any other travel within the boundaries of District ~~Eleven~~ Ten and any authorized travel outside of District ~~Eleven~~ Ten.
- (3) The Council shall, from time to time authorize travel expenditures for Council Members at either a regular or special meeting called for that purpose. The Council shall, in consultation with the Executive Director, develop a travel policy which will articulate and codify the process and procedure for travel of the Council and its professional staff. The designated representative of the Council for the purpose of authorizing travel expenditures for Council Members shall be the Chair, except that for approval for



travel expenditures of the Chair, the First Vice-Chair, the Second Vice-Chair or in their absence the Treasurer or Secretary, shall be the designated representative.

- (4) Authorization requests for travel of Council Members need not be accompanied by a signed statement of any other person prior to approval of such request being granted. Council Members do not have supervisors, as that term is used in Section Florida Statute 112.061(3)(a), Florida Statutes, as amended from time to time; therefore, this requirement is inapplicable.

## 17.0 Amendments

This Statement of Organization may be altered, amended or added to by vote of the Council, provided that:

- (1) Notice of the proposed changes shall normally contain a full statement of the proposed amendment;
- (2) The proposed amendment is placed on the Agenda of the next scheduled meeting following such presentation;
- (3) The proposed written change shall be mailed to all Council Members at least seven (7) days prior to the meeting at which a vote will be held;
- (4) Council Members may propose relevant changes from the floor to any proposed amendment under consideration on the Agenda;
- (5) The Council adopts the proposed amendment by a three-fourths (3/4) majority vote of the members present at the Council meeting; and
- (6) All proposed amendments will be required to comply procedurally with the requirements of Chapter 120, Florida Statutes, as amended from time to time.

## 18.0 Gender Neutral

It is the express purpose and intention of the Council that all terms or references to gender in this Statement of Organization shall be gender neutral, as the context may require. All references within this Statement of Organization shall follow and subscribe to the purpose and intent of the designation described herein in all matters affecting the Council.

## 19.0 Information Requests

- (1) The principal office of the South Florida Regional Planning Council is located at [1 Oakwood Boulevard, Suite 250, Hollywood, Florida 33020](#). All official forms, publications, or documents are available for public inspection at the Council's principal office during regular business hours.



- (2) Copies of the Council's forms, publications, and official documents prepared for public dissemination are available as follows:
- (a) Public agencies, defined as those organizations representing the public government agencies situated in the State of Florida, receive Council publications at no charge;
  - (b) Private organizations situated in Florida, individuals, and all parties outside of Florida can receive Council publications, public records, including Council publications, at cost (as prescribed by §119.07, ~~Fla. Stat.~~ Florida Statutes), excluding the initial thirty (30) minutes of staff time, plus fifteen (15) cents per page (single-sided) and twenty (20) cents per page (double-sided) for black and white copies of not more than 8 ½ x 14 inches; and
  - (c) Council publications, forms and ~~out of print or forms and~~ documents are available for public inspection at the Council's principal office. Private organizations situated in Florida, individuals, and all parties outside of Florida wishing photocopies may receive same at cost (as prescribed by §119.07, ~~Fla. Stat.~~ Florida Statutes), excluding the initial thirty (30) minutes of staff time, plus fifteen (15) cents per page (single-sided) and twenty (20) cents per page (double-sided) for black and white copies of not more than 8 ½ by 14 inches. Ledger size copies (11 x 17) and color copies are available upon request at an additional cost.
  - (d) If the nature or volume of public records requested to be inspected or copied pursuant to this subsection is such as to require extensive use of information technology resources or extensive clerical or supervisory assistance by personnel of the agency involved, or both, the agency may charge, in addition to the actual cost of duplication, a special service charge, which shall be reasonable and shall be based on the cost incurred for such extensive use of information technology resources or the labor cost of the personnel providing the service that is actually incurred by the agency or attributable to the agency for the clerical and supervisory assistance required, or both.



# MEMORANDUM

AGENDA ITEM #VI.A

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DATE: FEBRUARY 22, 2021

TO: COUNCIL MEMBERS

FROM: STAFF

SUBJECT: SFRPC REVOLVING LOAN FUNDS STATUS REPORT

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The South Florida Regional Planning Council Revolving Loan Program has historically served the needs of businesses that are not entirely served by conventional lenders, with an emphasis on applicants who have been denied credit by a conventional lender. As such, the Council's RLF loans are considered riskier than conventional loans. The Loan Administration Board may charge a higher interest rate to a particular borrower depending on the risk factors of that loan. In addition, most loan payments are due on the first day of each month until maturity.

Attached for your review is the Revolving Loan Fund Status Report. In reviewing the attached status report, please note that the borrowers' loan agreements provide a fifteen (15) day grace period in which they can make their payments without a five percent late charge penalty. This status report is generated fifteen (15) days prior to the end of the month. Council staff routinely makes phone calls and sends past due notices to past due accounts after ten (10) and fifteen (15) days.

The Council policy on loan amounts and the structure of the loans for each loan program is:

*"Loan amounts may range from \$25,000 to \$500,000. Borrowers seeking more than one loan may not exceed \$500,000 in aggregate. Loans may be used for funding up to 100 percent of a project, provided that bank or conventional financing is unavailable, and that equity is nonexistent or is otherwise needed for cash flow. In cases where limited financing from a private/traditional source is available, loans can be used as supplemental or "second mortgage" funds. Second positions on collateral may be acceptable so long as the prior lien holder is a lending institution."*

Please find attached Legal Counsel's South Florida Regional Planning Council ("SFRPC") / Revolving Loan Fund report on legal action that has been taken to collect on delinquent accounts.



South Florida Regional Planning Council  
1 Oakwood Boulevard, Suite 250, Hollywood, Florida 33020  
954.924.3653 Phone, 954.924-3654 FAX  
[www.sfregionalcouncil.org](http://www.sfregionalcouncil.org)

TRADITIONAL RLF  
Payment Status Report

Loan	Company /Borrower	Amount	Disbursed	Pmts	Rate	Pay/Yr	Normal Pay	Last Activity	Last Balance	Paid Thru	Days Late	Last Activity	Next Pay Due	LoanDate	MaturityDate	Board Action Action
1008		\$ 110,000	\$ 110,000	120	6	12	\$ 911.68	\$ 1,823.36	\$ 55,184.82	01/01/21	0	01/11/21	02/01/21	03/22/02	11/09/25	performing
1022		\$ 300,000	\$ 300,000	240	7	12	\$ 2,325.90	\$ 2,709.36	\$ 318,739.95	01/01/21	0	01/20/21	02/01/21	01/08/04	09/01/39	performing
1023		\$ 301,587	\$ 301,587	120	5	12	\$ 350.00	\$ 350.00	\$ 161,715.88	01/01/21	0	01/04/21	02/01/21	07/19/06	05/01/24	performing
1034		\$ 300,000	\$ 300,000	120	5	12	\$ 3,181.97	\$ 1,500.00	\$ 260,365.24	11/01/20	61	01/15/21	12/01/20	12/21/06	12/30/28	Delinquent
1036		\$ 330,529	\$ 330,529	120	5	12	\$ 2,200.00	\$ 2,200.00	\$ 207,664.74	01/01/21	0	01/25/21	02/01/21	02/26/08	08/01/30	performing
1039		\$ 125,000	\$ 125,000	84	5	12	\$ 500.00	\$ 500.00	\$ 120,170.87	01/01/21	0	01/15/21	02/01/21	11/24/08	12/31/15	performing
1040		\$ 200,000	\$ 200,000	84	5	12	\$ 1,472.32	\$ 1,500.00	\$ 101,751.95	01/01/21	0	01/06/21	02/01/21	02/02/09	08/01/28	performing
2005		\$ 100,000	\$ 100,000	36	5	12	\$ 500.00	\$ 1,000.00	\$ 10,983.90	12/01/20	0	01/15/21	02/01/21	09/27/01	06/01/21	performing
3024		\$ 189,044	\$ 189,044	144	0	12	\$ 500.00	\$ 500.00	\$ 114,445.87	01/01/21	0	01/05/21	02/01/21	07/26/99	12/01/16	legal filing judgment/rif foreclosing on mortgage
4008		\$ 300,000	\$ 300,000	84	5	12	\$ 750.00	\$ 750.00	\$ 185,228.45	01/01/21	0	01/12/21	02/01/21	07/31/09	07/31/16	performing
4018		\$ 150,000	\$ 150,000	84	6	12	\$ 2,191.28	\$ (465.00)	\$ 144,598.41	12/01/15	1857	10/22/20	01/01/16	07/12/13	08/01/20	Judgment pending
4022		\$ 43,000	\$ 43,000	84	0	12	\$ 607.76	\$ 0.02	\$ 42,687.48	07/01/16	1644	12/10/18	08/01/16	03/04/14	04/01/21	default final judgment/bankruptcy
4024		\$ 235,000	\$ 235,000	240	5	12	\$ 1,550.90	\$ 1,600.00	\$ 185,450.33	01/01/21	0	01/11/21	02/01/21	04/16/14	05/01/26	performing
4027		\$ 149,500	\$ 149,500	120	5	12	\$ 400.00	\$ 400.00	\$ 86,516.78	01/01/21	0	01/07/21	02/01/21	12/15/15	05/01/21	performing
4028		\$ 75,000	\$ 75,000	1	0	12	\$ 379.34	\$ 765.03	\$ 74,994.72	04/01/19	641	04/12/19	05/01/19	11/17/16	12/15/25	In Litigation
4029		\$ 75,000	\$ 75,000	1	0	12	\$ 765.08	\$ 803.02	\$ 75,000.00	04/01/19	641	04/12/19	05/01/19	12/14/16	09/30/18	In Litigation
4031		\$ 332,973	\$ 332,973	111	6.5	12	\$ 1,000.00	\$ 1,000.00	\$ 321,849.33	01/01/21	0	01/04/21	02/01/21	09/28/17	09/30/18	performing
4032		\$ 300,001	\$ 300,001	120	7	12	\$ 3,577.27	\$ 3,577.27	\$ 267,843.17	01/01/21	0	01/29/21	02/01/21	10/24/18	12/31/28	performing
4033		\$ 255,000	\$ 255,000	84	7	12	\$ 4,078.55	\$ 4,078.55	\$ 210,323.57	01/01/21	0	01/04/21	02/01/21	10/25/18	11/01/28	performing
4034		\$ 84,507	\$ 84,507	84	7	12	\$ 1,282.88	\$ 150.00	\$ 71,412.80	11/01/20	61	12/23/20	12/01/20	01/03/19	10/25/25	Delinquent
4035		\$ 248,684	\$ 248,684	84	7	12	\$ 1,450.00	\$ 1,450.00	\$ 203,700.92	01/01/21	0	01/04/21	02/01/21	03/05/19	01/03/26	performing
4036		\$ 149,223	\$ 149,223	84	7	12	\$ 870.00	\$ 870.00	\$ 127,888.82	01/01/21	0	01/04/21	02/01/21	03/05/19	04/01/26	performing
4037		\$ 173,905	\$ 173,905	84	5	12	\$ 1,750.00	\$ 1,500.00	\$ 165,235.48	01/01/21	0	01/04/21	02/01/21	03/28/19	04/01/26	performing
4038		\$ 99,886	\$ 99,886	60	7	12	\$ 1,500.00	\$ 1,500.00	\$ 88,807.83	01/01/21	0	01/04/21	02/01/21	03/28/19	03/28/26	performing
4039		\$ 200,000	\$ 200,000	84	7	12	\$ 3,018.54	\$ 150.00	\$ 196,815.27	11/01/20	61	12/23/20	12/01/20	03/12/20	04/01/24	Delinquent
4040		\$ 400,000	\$ 400,000	84	7	12	\$ 2,000.00	\$ 30,491.38	\$ 398,643.06	01/01/21	0	01/08/21	02/01/21	09/23/19	04/01/27	performing
4041		\$ 126,628	\$ 126,628	60	7	12	\$ 3,650.19	\$ (621.66)	\$ 126,628.25	10/01/20	91	09/30/20	11/01/20	07/18/19	09/30/26	Loan to be assumed by Liberia Economic and Social Development
Totals		\$ 5,354,465	\$ 5,354,465				\$ 42,763.66	\$ 60,081.33	\$ 4,324,647.89							

LIST OF COMMITTED EDA FUNDS  
January 31, 2021

Loan #	Company Name	Committed	Commitment Date	Disbursed	Remaining Commitment	1st Disbursement		2nd Disbursement		3rd Disbursement		4th Disbursement	
4041		203,000	7/15/2019	\$ 126,628.25	\$ 76,371.75	7/18/2019	\$ 62,558.60	12/3/2019	\$ 21,499.65	6/2/2020	\$ 21,820.50	9/30/2020	\$ 20,749.50
	<b>TOTAL</b>	<b>\$203,000</b>		<b>\$ 126,628.25</b>	<b>\$ 76,370.75</b>								

<b>Cash Available to Lend</b>			
Bank Balance as of	1/31/2021		\$ 1,067,983.81
Committed Funds			
Unfunded Loan Commitm	\$ 76,371		
Administrative Fees	9,693.14		
Total Committed Funds			\$ 86,063.89
<b>Total Uncommitted</b>			<b>\$ 981,919.92</b>

Kerry L. Ezrol  
kezrol@GorenCherof.com



**GOREN CHEROF  
DOODY & EZROL P.A.**  
ATTORNEYS AT LAW

February 9, 2021

**VIA E-MAIL (isabelc@sfrpc.com)**

Isabel Cosio Carballo, MPA, Executive Director  
South Florida Regional Planning Council  
Oakwood business Center  
One Oakwood Boulevard, Suite 250  
Hollywood, FL 33320

Re: South Florida Regional Planning Council ("SFRPC") / Revolving Loan Fund Status Report

Dear Ms. Carballo:

Below please find the status of the Revolving Loan Fund cases which have been brought on behalf of the SFRPC. This shall confirm that once a judgment is obtained and recorded, our office has been instructed to take no further action, other than to re-record specified judgments, as requested, in a timely fashion. We have therefore removed all of the "Closed Cases" from this list. In the future, once a judgment is obtained and recorded relative to cases appearing on this list, they will be removed from this list.

**1. SFRPC (SFRPC Account #4018) v. Angela Dawson, P.A. (Our File No. 9940547)**

Complaint filed with the Court on May 7, 2018. Dawson filed a motion to recuse (remove) the judge, so litigation was delayed. Dawson filed an Answer and Counterclaim, which SFRPC moved to strike. Order entered approving our Motion to Strike Dawson's Affirmative Defenses and our Motion to Dismiss Dawson's Counterclaim. Dawson's Amended Counterclaim and Amended Answers and Affirmative Defenses were due on April 26, 2019. Dawson failed to file the pleadings by the deadline, and SFRPC filed a Motion for Summary Judgment. The hearing on the Motion for Summary Judgment was scheduled, and then reset at Dawson's request for October 23, 2019. A Motion for Judicial Default against Dawson was filed on October 25, 2019.

SFRPC requested an Amended Complaint for foreclosure. A Motion to Amend Complaint was filed and there have been two (2) hearings on the motion. Both times, the court has delayed a ruling on the motions, pending mediation.

A Motion to Strike Defendants First Amended Affirmative Defenses was filed on November 13, 2019. A Motion to Dismiss Dawson's Counterclaim was filed on December 19, 2019. On June 15, 2020 a hearing was set for the court to hear SFRPC's Motion for Judicial Default, Motion for Leave to File Amended Complaint, Motion to Strike Defendants' First Amended Affirmative Defenses and Motion to Dismiss Counterclaim. Dawson filed a new Counterclaim and new Answer and Affirmative Defenses just prior to the hearing, which the court accepted in place of the defective pleadings. SFRPC's motions were denied due to the court accepting the replacement pleadings. Dawson filed various additional pleadings, including an Affidavit of Excusable Neglect and an Affidavit from Ed McGann. Dawson filed a Request for Production on June 8, 2020, requesting a significant volume of documents which are unrelated to the pending litigation. Objection to the discovery request filed on July 8, 2020.

Litigation of this matter has been extended and complicated by the volume of pleadings filed by Ms. Dawson; each pleading requires a response from SFRPC. Mediation occurred on October 29, 2020 before Judge Lynch. The parties

Isabel Cosio Carballo, Executive Director  
Page 2 of 2  
February 9, 2021

were not able to reach a settlement at mediation. As a follow-up to mediation, on November 3, 2020 and January 27, 2021, SFRPC sent a written settlement offer to Dawson and her attorney; we are awaiting a response.

**2. SFRPC (Account No. 3024) v. Broadway Place, Inc. & Cuthbert H. Harewood, Jr. (File No. 0801590)**

Default Final Judgment entered on March 14, 2011. Defendant filed a motion for rehearing on March 14, 2011. On April 19, 2011 the Court entered an order deferring ruling on Defendant's motion and ordered mediation. On June 14, 2011 the Court entered an Agreed Final Order Approving Settlement. Per the settlement, the Judgment was ratified. However, so long as the Defendant makes payments of \$500.00 per month beginning June 1, 2011, (for 23 months) and then \$1,000 per month, recording and execution of the judgment is withheld. Judgment Lien Certificate filed with the Florida Department of State/Division of Corporations on May 13, 2014. Default Final Judgment filed with Miami-Dade County on May 16, 2014. Payment received on June 30, 2020 in the amount of \$500.00.

Foreclosure Complaint filed on May 17, 2019. Clerk's Default entered against Broadway Place, Inc. on June 25, 2019. Order granting Judicial Default entered against Broadway Non-Stop Production, LLC on November 5, 2019. Motion for Substitution of Parties filed on September 11, 2019. Order granting Substitution of Parties on September 18, 2019. Estate of Zoila Alvarez filed Motion to Dismiss the Complaint. Estate of Alvarez's Motion to Dismiss was denied. Estate of Alvarez filed an Answer to the Complaint on May 27, 2020. Motions for Judicial Defaults were filed against unknown tenants on June 2, 2020. SFRPC's Motion to Strike Estate of Zoila's Affirmative Defenses was granted. SFRPC's Motion for Judicial Default on Tenants 7 and 8 on parcel 2 was granted. SFRPC's Motion for Summary and Default Final Judgment was filed on November 5, 2020. Defendant, Broadway filed a Motion to Vacate Default and to Quash Service of Process and a Motion to Cancel the Foreclosure Sale on January 8, 2021. A hearing on both motions was set for January 15, 2021. Broadway's Motion to Cancel Sale and Motion to Vacate Default and to Quash Service of Process was granted. Broadway filed their Answer and Affirmative Defenses on February 3, 2021. SFRPC's Motion to Strike Broadway's Answer and Affirmative Defenses is in the process of being drafted. On February 6, 2021, Estate of Alvarez file an Amended Answer and Affirmative Defenses.

Should you have any questions, please feel free to contact me.

Sincerely yours,

*/s/ Kerry L. Ezrol*

Kerry L. Ezrol

KLE:mls

cc: Samuel S. Goren, General Counsel (via e-mail & hard copy)  
Alisha Lopez (via e-mail)  
Steve Foreman (via e-mail)  
Manny Cela (via e-mail)  
Jeffrey Tart (via e-mail)  
Kathe Lerch (via e-mail)



# MEMORANDUM

AGENDA ITEM #VI.B

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DATE: FEBRUARY 22, 2021  
TO: COUNCIL MEMBERS  
FROM: STAFF  
SUBJECT: SFRPC CARES ACT RLF STATUS REPORT

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The U.S. Department of Commerce's Economic Development Administration is partnering with the South Florida Regional Planning Council (SFRPC) to oversee and administer a new \$5.90 million CARES ACT Business Revolving Loan Fund program that will alleviate sudden and severe economic dislocation caused by the coronavirus in Monroe, Miami-Dade, Broward and Palm Beach counties. Designated a U.S. Department of Commerce Economic Development District in 1994, the SFRPC welcomes this new program into its lending portfolio as it continues to expand its economic development activities.

The initiative/focus is to initially conduct financial assessments of vital and essential South Florida small businesses to evaluate financial and resiliency capacity with the focus on maintaining ongoing operations. Once assessed, the SFRPC along with its coalition partners will determine an applicable loan program to meet the financial needs of the small business in order to maintain its vital operations. This supplemental financial assistance award will help support critical small business operations for the long-term within industries that are essential in South Florida.

Since the program was launched on August 5, 2020, the SFRPC has received approximately 140 prospects inquiring into the loan program from Palm Beach, Broward, Miami-Dade and Monroe counties. Initial loan program funding is available for up to 2 years or until all loan funds are disbursed. As the program is revolving in nature, after all initial funds are deployed, new businesses will have an opportunity to seek financial support as loan proceeds are repaid from former borrowers.

To date, loan administration has approved fourteen (14) new CARES ACT RLF loans totaling \$2,985,000.



South Florida Regional Planning Council  
1 Oakwood Boulevard, Suite 250, Hollywood, Florida 33020  
954.924.3653 Phone, 954.924-3654 FAX  
[www.sfregionalcouncil.org](http://www.sfregionalcouncil.org)

# CARES ACT RLF FUNDING UPDATE

AS OF: 01/31/2021

APPLIED GRANT AWARD: 08/05/2020: \$5,380,000.00

TOTAL FUNDED: \$2,585,000.00

AVAILABLE TO LEND: \$2,795,000.00

Loan #	LOAN AMOUNT	COUNTY	CITY
1	\$25,000.00	Monroe	Key Largo
2	\$30,000.00	Monroe	Islamorada
3	\$500,000.00	Broward	Pompano Beach
4	\$85,000.00	Palm Beach	Palm Springs
5	\$300,000.00	Miami- Dade	Miami
6	\$35,000.00	Broward	Hollywood
7	\$210,000.00	Broward	Miramar
8	\$150,000.00	Monroe	Key West
9	\$500,000.00	Monroe	Key West
10	\$500,000.00	Miami- Dade	Miami Beach
11	\$50,000.00	Broward	Hollywood
12	\$150,000.00	Broward	Davie
13	\$50,000.00	Broward	Lauderhill

TOTAL FUNDED: \$2,585,000.00



**Payment Status Report**

**CARES ACT Payment Status Report**

<b>Loan</b>	<b>Company /Borrower</b>	<b>Amount</b>	<b>Disbursed</b>	<b>Pmts</b>	<b>Rate</b>	<b>Pay/Yr</b>	<b>Normal Pay</b>	<b>Last Activity</b>	<b>Last Balance</b>	<b>Paid Thru</b>	<b>Days Late</b>	<b>Last Activity</b>	<b>Next Pay Due</b>	<b>Loan Date</b>	<b>Maturity Date</b>	<b>Board Action</b>	
5100		25,000.00	25,000.00	60	3.5000	12	454.79	454.79	23,426.53	02/01/21	0	02/01/21	03/01/21	10/20/20	11/01/25	performing	
5101		30,000.00	30,000.00	60	3.5000	12	545.75	545.75	28,111.83	02/01/21	0	02/01/21	03/01/21	10/20/20	11/01/25	performing	
5102		500,000.00	500,000.00	60	3.5000	12	1,555.56	1,555.56	500,000.00	02/01/21	0	02/01/21	03/01/21	11/11/20	01/01/31	performing	
5104		85,000.00	85,000.00	84	3.5000	12	1,142.39	1,142.39	82,142.45	02/01/21	0	02/01/21	03/01/21	11/24/20	01/01/31	performing	
5107		300,000.00	300,000.00	120	3.5000	12	2,966.58	2,966.58	293,237.42	02/01/21	0	02/01/21	03/01/21	11/20/20	11/01/30	performing	
5108		35,000.00	35,000.00	60	3.5000	12	636.71	636.71	34,519.82	02/01/21	0	02/01/21	03/01/21	12/22/20	01/01/31	performing	
5109		500,000.00	400,000.00	120	3.5000	12	4,944.29	4,944.29	395,755.71	02/01/21	0	02/01/21	03/01/21	01/14/21	01/01/31	performing	
5110		150,000.00	150,000.00	120	3.5000	12	1,483.29	1,483.29	148,822.96	02/01/21	0	02/01/21	03/01/21	01/13/21	01/01/31	performing	
5111		210,000.00	210,000.00	120	3.5000	12	2,076.60	2,076.60	208,597.15	02/01/21	0	02/01/21	03/01/21	12/31/20	01/01/31	performing	
5112		500,000.00	500,000.00	120	3.5000	12	4,944.29	4,944.29	496,757.10	02/01/21	0	02/01/21	03/01/21	12/28/20	01/01/31	performing	
5113		50,000.00	0.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Closing Feb 2021
5114		150,000.00	0.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Closing Feb 2021
5115		50,000.00	50,000.00	60	3.5000	12	909.59	18.00	50,000.00	02/01/21	0	01/29/21	03/01/21	02/02/21	02/01/26	performing	
<b>Totals</b>			<b>2,585,000.00</b>	<b>2,285,000.00</b>				<b>21,659.84</b>	<b>20,768.25</b>	<b>2,261,370.97</b>							

**RLF CARES ACT APPLICATION TRACKING REPORT  
PROSPECTS**

<b>NAME OF APPLICANT/BUSINESS</b>	<b>INITIAL DATE</b>	<b>REQUESTED AMOUNT</b>	<b>BUSINESS TYPE</b>	<b>REFERRED BY</b>	<b>COUNTY</b>
	10/26/20	\$100,000	water well drilling		Palm Beach
	10/30/20		training/education	City of Parkland	Broward
	11/04/20	\$25,000	hospitality / hotel	Miami Beach	
	11/05/20	\$250,000	Special events		
	11/12/20	\$25,000	signs	Jaison Raju / OEBO	Palm Beach
	11/12/20	n/a	restaurant	n/a	Broward
	11/17/20	n/a	valet	City of Miami Beach	Miami-Dade
	11/23/20	\$25,000	medical equipment	n/a	Broward
	12/04/20	\$100,000	lawn maintenance		Miami-Dade
	12/04/20	\$250,000	gas company	City of Belle Glade thru TCRPC	Palm Beach
	12/11/20	\$500,000	Travel tours	n/a	Broward
	01/08/21	\$250,000	camping	Leo	Miami-Dade
	01/11/21	\$50,000	chiropractor	n/a	
	01/27/21	\$100,000	telecommunications	n/a	Miami-Dade
	02/03/21	\$150,000	recording studio	cpa	Miami-Dade
	02/04/21	\$50,000	restaurant	n/a	Broward

# CLIENT TESTIMONIALS



"I want to express our sincere gratitude for the South Florida Planning Council's outstanding contribution to our business. The COVID relief SFRPC provided came at the perfect time. We had applied for an EIDLE loan, never to hear a response. We tried to get funding from commercial lending sources to no avail. The only help we received came from SFRPC. Your team has been fantastic to work with. I'll like to recognize Jeff Tart and Steve Foreman for their excellent leadership. Without their help, we indeed would have had more significant financial troubles. I'll want to praise all the staff at SFRPC for all the creative work and dedication in helping us. SFRPC thinks outside of the box, understand our needs, and perform, unlike commercial lenders. Your dedication to continually strive to provide the ideal experience has been a wonderful reality for us. I genuinely want to Thank You for all that you do."

~ **Partridge Equity Group**



## Islamorada

Investment Management

"Jeff and the amazing staff at SFRPC came through in a huge way for us during a very difficult time for our community. The energy, responsiveness, effort and attention we received in applying for the CARES ACT Revolving Loan Fund Program were commendable – and absolutely made a critical difference for us, our clients, and our town. Thank you so much – and please know you will have us as big fans for life!"

~ **Islamorada Investment Management**

DERMACLINIC LLC  
CLINIC/CENTER

786-539-4905

175 SW 7TH ST  
MIAMI, FL  
33130-2992

DERMACLINIC LLC

"On behalf of Dermaclinic LLC, we appreciate the loan. The process was very smooth with SFRPC and Goren, Cherof, Doody & Ezrol P.A. We are happy to inform you that our employees and clients are thankful that we are able to keep our business open during this difficult time. If more funds become available in the near future, please let us know." ~ **Dermaclinic, LLC**



## MEMORANDUM

AGENDA ITEM #VII.A

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DATE: FEBRUARY 22, 2021  
TO: COUNCIL MEMBERS  
FROM: STAFF  
SUBJECT: ATTENDANCE FORM

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Information only.



South Florida Regional Planning Council  
1 Oakwood Boulevard, Suite 250, Hollywood, Florida 33020  
954.924.3653 Phone, 954.924-3654 FAX  
[www.sfregionalcouncil.org](http://www.sfregionalcouncil.org)



2020 - 2021 ATTENDANCE RECORD

<b>EX-OFFICIO MEMBERS</b>	1/27/20	5/29/20 Virtual	6/22/20 Virtual	7/27/20 Virtual	9/21/20 Virtual	10/19/20 Virtual	11/23/20 Physical / Virtual	1/25/21 Physical / Virtual
<b>ANDREOTTA, JASON</b> Florida Dept. of Environmental Protection	P	P	*	*	P	*	*	*
<b>CORRY, Laura</b> South Florida Water Management District	P	*	P	*	P	P	VP	VP
<b>HUYNH, DAT</b> Florida Dept. of Transportation	D	P	P	D	P	P	VP	VP
Department of Economic Development	-	-	-	-	-	-	-	

P = Present

VP = Virtually Present

A = Absent

D = Designee Present

\* = Excused Absence

- = Not Yet Appointed

CC = Via Conference Call

*There were no meetings in February, March, April, (COVI August, or December of 2020*

# Miami Herald

[Miami-Dade has \\$60M to prevent evictions after CDC moratorium | Miami Herald](#)

REAL ESTATE

Evictions in Miami-Dade: End of moratorium for businesses, home renters getting help

BY [DOUGLAS HANKS](#) AND

[RENE RODRIGUEZ](#)

FEBRUARY 08, 2021 06:07 PM,

UPDATED 10 HOURS 50 MINUTES AGO

Play Video

Duration 1:01

Miami-Dade County announces more relief funds for landlords and tenants

Miami-Dade County Mayor, Daniella Levine Cava, announced on Feb. 8, 2021 more relief funds for landlords and tenants who have been economically impacted due to the coronavirus pandemic. BY MIAMI-DADE COUNTY GOVERNMENT VIA FACEBOOK

Miami-Dade police soon will open the door for commercial evictions, allowing county police to force out businesses behind in their rent for commercial spaces. Local and federal shields remain for residential tenants, and Miami-Dade is dramatically increasing the dollars available for landlords owed back rent during the pandemic.

Mayor Daniella Levine Cava, who oversees county police, said Monday that officers will resume processing commercial evictions on March 5. That ends a [local moratorium](#) on evictions of stores, offices and other business tenants that had been protected for nearly a year after the former mayor, Carlos Gimenez, ordered police to freeze all evictions in the early days of the coronavirus [state of emergency in March 2020](#).

Businesses aren't protected from a limited federal ban on residential evictions imposed by the Centers for Disease Control and Prevention (CDC), so it was up to county government when to resume commercial evictions.

"The federal eviction moratorium has saved lives, and it has kept people safely in their home, preventing the spread of this disease," Levine Cava, in office since November, said during a press conference outside County Hall in downtown Miami. "At the same time, we need to be sure to protect the livelihoods of all our residents. Our hurting landlords — we need to help them be whole."

## NEW RENT RELIEF PROGRAM IN MIAMI-DADE

Miami-Dade plans to resume applications for rent relief, using \$60 million the county received under the December stimulus bill passed by Congress. That's on top of the \$14 million awarded to Miami from the legislation, and another \$7 million for Hialeah. The county commission must first approve the new rent-relief program.

The dollars represent a dramatic increase from what Miami-Dade has spent on rent relief from its [\\$474 million allocation from the CARES Act](#). Previously, county commissioners approved \$35 million in federal aid for rental help since the pandemic began. Not all of that was spent. A \$10 million program reserved for veterans had about \$9 million unspent at the end of 2020, according to a county summary.

Michael Liu, the county's housing director, said Miami-Dade staff will help applicants in the next round of relief requests and not simply wait to see whether tenants submit the right paperwork before the deadline. "We believe the best approach is to get basic information in the first application, then contact the parties," he said. "It's going to take even more effort on our part."

He expects to have the program running by March, following commission approval.

In the press conference, Liu said landlords can refer tenants for the relief program, which will cover up to \$3,000 per month in back rent from when the state of emergency began in March.

### **FEDERAL DOLLARS WILL COMPENSATE MIAMI-DADE LANDLORDS**

While tenants apply for relief, the aid covers back rent and is paid directly to landlords. The program has income caps: renters must earn less than 80% of the area median income — a formula that sets a limit of \$73,120 for a family of four. First priority will go to those making less than \$45,700, Liu said. Tenants also must have experienced financial hardship from the COVID-19 pandemic.

“This relief fund targets the people who are most at risk when the moratorium is removed,” said Jeffrey Hearne, director of litigation for the non-profit Legal Services of Greater Miami. “It will really help people who lost some income during the pandemic and could never catch up with their back rent. It could be a lifesaver for many people.”

Liu said Miami-Dade will give priority to landlords who have advanced far enough in the court system that they’ve obtained writs of possession — the final judgment in an eviction filing.

That’s the last step before county police actually serve eviction papers, a process currently suspended by Levine Cava. After taking office, she [continued the Gimenez policy](#) of allowing residential evictions for court cases filed before the COVID-19 state of emergency [began on March 11](#).

According to the Miami-Dade County Clerk of Courts, a total of 2,571 residential Writs of Possession were issued between March 13, 2020-Feb. 5, 2021. That’s roughly half of the 5,840 residential evictions filed in court since Sept. 1, 2020.

In total, 8,822 residential and commercial evictions have been filed between March 13-2020-Feb 5, 2021.

### **COMMERCIAL EVICTIONS ALLOWED ON MARCH 5**

With commercial evictions allowed to resume March 5, county police can start serving writs on businesses. There are about 150 commercial writs awaiting service, according to Sgt. Carlos Luffi, of the county’s economic-crimes police bureau.

The freeze on evictions has been particularly frustrating for commercial landlords, some of whom have tenants that have reopened their businesses but still have not paid rent.

“This is one we’ve been waiting for and it’s long overdue,” said Glenn L. Widom, a private attorney based in North Miami who represents more than 40 commercial landlords around the state. “The circumstances of COVID-19 were terrible and affected our community in a number of tragic ways. But it’s clearly unfair for landlords of commercial property to continue to pay their mortgage and taxes while they have a tenant who are using the property to generate revenue and is not paying rent.”

“For a landlord, it’s always better to keep a thriving tenant affected by the pandemic in their space, because you have a relationship with them,” Widom said. “They try, more often than not, to help the tenant succeed. But sometimes tenants see a prohibition on writs and take advantage.”

*This article was updated to clarify that the rent-relief program is capped at \$3,000 per month.*





Michael Liu, Miami-Dade's housing director, speaks at a press conference Monday, February 8, outside the Stephen Clark county center announcing a new relief program for residential landlords trying to evict tenants. At left is Daniella Levine Cava, Miami-Dade's mayor. BY DOUGLAS HANKS [DHANKS@MIAMIHERALD.COM](mailto:DHANKS@MIAMIHERALD.COM)

**[DOUGLAS HANKS](#)**

[305-376-3605](tel:305-376-3605)

Doug Hanks covers Miami-Dade government for the Herald. He's worked at the paper for nearly 20 years, covering real estate, tourism and the economy before joining the Metro desk in 2014.

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