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The Downtown Development Authority **Board of Directors** met on Friday, April 18, 2008 at 8:30 a.m. at the DDA office, 200 South Biscayne Blvd., Suite 2929, Miami, Florida 33131.

PRESENT:

Com. Joe M. Sanchez, Chairman
Alvin West, Treasurer
Neisen Kasdin (*State Cabinet Rep.*)
Loretta Cockrum
Jose Goyanes
Rodrigo Trujillo
Tony Alonso
Nitin Motwani
Jay Solowsky

ABSENT:

Com. Audrey M. Edmonson (*County Commission Rep.*)
Jorge Gonzalez
Jerome Hollo
Scott Robins
Oscar Rodriguez

Chairman Sanchez called the meeting to order at 8:35 a.m.

Chairman Sanchez acknowledged Josie Correa and Robert Geitner from the Downtown Miami Partnership, Inc. (“DMP”) for assisting the DDA in all its efforts and participating in events in Downtown Miami. They represent downtown well.

I. Special Presentation ~ Brickell Area Association

Wifredo Gort presented a brief overview of the Brickell Area Association’s (“BAA”) history and branding. Mr. Gort also noted the problems and deficiencies with the area as it relates to traffic, infrastructure, transportation resources, damaged utilities, drainage, and landscaping. On behalf of the BAA, Mr. Gort requested that DDA pay more attention to this critical district, implement some of the studies/plans that have been done for the area over the years and requested that more representation/participation from the Brickell area be on the board.

Chairman Sanchez stated that it was important for DDA to participate/attend BAA Board meetings as well as board meetings of other neighboring entities, such as the Bayfront Park Trust on a regular basis.

II. Approval of the Minutes ~ (*March 7, 2008*)

Al West motioned to approve the minutes of March 7, 2008, Loretta Cockrum, seconded and the item passed unanimously by the board members present.

III. Financial Report ~ *As of March 31, 2008*

Carolina Terrones from BKR Garcia & Co. CPA, presented the Financial Report as of March 31, 2008 and stated that there were no reporting conditions.

IV. Executive Director Report

- The Blue Ribbon Committee: Jay Solowsky reported that the Blue Ribbon Committee had met on two occasions and has prepared a draft report, which should be ready for

distribution in the next few weeks. The committee has reviewed the audit completed by the City's Independent General Auditor, Victor Igwe, as well as the last two audited financial statements completed by Watson Rice. It is the committee's opinion that the audits are "clean", which should put this item to rest.

- DDA Website: Alyce Robertson reported that DDA had met yesterday (4/17) with the County's Government Information Center ("GIC") regarding the upgrade of DDA's webpage. GIC stated that it had the ability and resources to provide website upgrade services to the DDA. GIC proposed an inter-government agreement to provide services in phases with Phase I focusing on the need to complete a comprehensive analysis and redesign of the DDA website by May 17, 2008 at a cost not to exceed \$14,820.

Rodrigo Trujillo informed the Board that the Marketing budget had allocated \$74,000 for this initiative so there would be no "new" money needed.

Neisen Kasdin motioned to authorize the Exec Dir to negotiate and execute an inter-government agreement with the County for the aforementioned services, Al West seconded, and the motion passed unanimously by the board members present, subject to City Attorney approval.

Al West stated, however that the balance of \$74,000 allocated in the Marketing budget for this initiative remain allocated in the budget for further web site development as the \$14,820 is only for phase I.

- V. Committee(s) Update
 - A. Operational Committees
 - Finance Committee

Al West reported that the committee had met last month to consider/review the Audited Financial Statements for FY 2007. The auditors reported that it was a "clean" audit with no reportable issues. The committee is recommending approval/acceptance of the Audited Financial Statements for the year ended September 30, 2007.

- DRI Committee

Neisen Kasdin reported on the following:

- « Increment III: The committee had its Pre-application conference with the South Florida Regional Planning Council ("SFRPC"). The presentation was done by DDA's consultant team, which seems to have been well received. The SFRPC staff will now be reviewing DDA's application for sufficiency.
- « Increment II: NOPC for affordable housing. It's the committee's understanding that this item has been placed on City Commission's agenda of May 22, 2008.

- Nominating Committee

Board Secretary, Sandra Hernandez, informed the board that DDA's By-Laws require that by May of each year a Nominating Committee be appointed to address any vacancies. Ms. Hernandez also reported a that Sergio Rok had submitted his resignation effective as of April 7th, and the following board membership terms will be expiring on August 31, 2008:

- Loretta Cockrum (not eligible for re-appointment)
- Jorge Gonzalez
- Oscar Rodriguez

Chairman Sanchez stated that he would provide the Nominating Committee appointments by the end of the business day.

B. Program Committees

• Economic Development / Research Program

Neisen Kasdin reported that Davon Barbour had resigned to accept a job offer in Orlando and as a result, Leo Zabezhinsky had stepped in as the new Manager of the department. The committee is working on the following items:

- « Façade & Shutter Program: DDA staff continues to work with DMP and the City on this initiative. Three properties have been identified thus far.
- « ICSC: DDA staff in preparing to attend this conference in Las Vegas next month and is working with the Retail Advisory Group.
- « ULI Fall Meeting: DDA is working closely with the local arrangements committee to prepare for the event in October.
- « Permitting Process: DDA continues to work with the City to streamline this process.
- « Business Recruitment: DDA continues to work with and strengthen its relationship with the Beacon Council.

• Marketing Program

Rodrigo Trujillo reported that the committee reviewed/discussed the following:

- « Where we are: the committee reviewed its initiatives and priorities.
- « The Apple Organization: Apple continues to assist DDA with public relations matters and continues to pitch stories to the media.
- « Media Walking Tour: The Apple Organization continues to work with DDA is scheduling a media walking tour, which tentatively scheduled for early May.
- « Marketing Plan Campaign: The committee agreed to place this initiative on hold until further notice. The committee felt that the timing was not “right” at this time to outreach to stakeholders.
- « Budget Review: the committee reviewed the project initiatives for the remainder of the year and preliminary project initiatives for FY 08-09.

Loretta Cockrum acknowledged Yami Roa for her efforts in taking over and leading the duties for the department.

• Service Delivery Program

Mark Spanioli reported on the following:

- « Ambassador Program: Verasys, who runs the program, prepares a detailed activity binder every month outlining the month’s activities.
- « DET: the team continues to work on several initiatives including graffiti removal, trash pick-up, and painting.
- « City Services Task Force: Several City Department heads including David Rosemond were in attendance to address the board concerning City services or lack thereof. DDA staff prepared a list outlining the areas that needed improvement, which included:

- City of Miami Solid Waste
- City of Miami Code Enforcement
- City of Miami Public Works
- City of Miami NET
- City of Miami Police Department

Regarding utility markings, an Ad-hoc Markings Committee has been created to try to come up with a solution to address this issue. The first meeting is scheduled at Parrot Jungle anyone who is interested in this matter is welcomed to attend.

David Rosemond recommended that perhaps DDA could adopt a resolution of support encouraging the legislature to address this problem.

Chairman Sanchez directed that Mr. Rosemond draft a resolution for consideration of the Dade League of Cities and/or DDA Board.

- Urban Design, Transportation & CIP Program

Mark Spanioli reported on the following items:

- « Paul Walker Park: The demolition has been completed and the area has been fenced off. Construction is expected to begin very soon.
- « Linear Park: DDA continues to on identifying funding sources to upgrade these green spaces into a usable park space.

VI. DDA Transition Updates

- Search Committee

This item was not addressed.

VII. Legislative Item(s)

1. A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIAMI DOWNTOWN DEVELOPMENT AUTHORITY (“DDA”) OF THE CITY OF MIAMI, FLORIDA ACCEPTING THE REPORT ON AUDIT OF THE COMPONENT UNIT FINANCIAL STATEMENTS FOR THE YEAR ENDED SEPTEMBER 30, 2007.

Jay Solowsky motioned to approve this item, Nitin Motwani seconded and the item passed unanimously by the board members present.

2. A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIAMI DOWNTOWN DEVELOPMENT AUTHORITY (“DDA”) OF THE CITY OF MIAMI, FLORIDA AUTHORIZING SIGNATORIES FOR DDA ACCOUNT(S).
(Commissioner Joe Sanchez, Al West, Oscar Rodriguez, Jerome Hollo, Jose Goyanes, and Alyce M. Robertson)

Neisen Kasdin motioned to approve this item, Al West seconded and the item passed unanimously by the board members present.

3. A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIAMI DOWNTOWN DEVELOPMENT AUTHORITY (“DDA”) OF THE CITY OF MIAMI, FLORIDA AUTHORIZING AND REDIRECTING FROM THE DDA FISCAL YEAR 2007-2008 BUDGET SPECIAL PROJECTS FUNDING REQUEST PROGRAM THE AMOUNT OF SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$7,500) FOR THE FETE DE LA MUSIQUE EVENT TO THE JVC JAZZ FESTIVAL EVENT AS REQUESTED BY THE RHYTHM FOUNDATION AND RECOMMENDED BY THE MARKETING-COMMUNICATIONS COMMITTEE.

Rodrigo Trujillo motioned to approve this item, Jose Goyanes seconded and the item passed unanimously by the board members present.

4. A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIAMI DOWNTOWN DEVELOPMENT AUTHORITY (“DDA”) OF THE CITY OF MIAMI, FLORIDA RE-ALIGNING CERTAIN LINE ITEMS OF THE WORK PROGRAM BUDGET TO REFLECT CURRENT FUNDING NEEDS AS OUTLINED PER THE STATEMENT ATTACHED (EXHIBIT “A”) AS

RECOMMENDED BY THE URBAN DESIGN, TRANSPORTATION & CIP PROGRAM COMMITTEE.

On behalf of the Committee, Mark Spanioli explained that in order to support the DWNTWN Beautification- Phase I project, the committee is recommending re-aligning certain line items from the Work Program budget as noted in the resolution's attachment in the amount of \$200,000.

Jose Goyanes motioned to approve this item, Neisen Kasdin seconded and the item passed unanimously by the board members present.

5. A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIAMI DOWNTOWN DEVELOPMENT AUTHORITY ("DDA") OF THE CITY OF MIAMI, FLORIDA SUPPORTING THE MIAMI STREETCAR PROJECT.

Jose Goyanes motioned to approve this item, Tony Alonso seconded and the item passed unanimously by the board members present.

VIII. Other Business

- City Attorney Office re. Squire Sanders Fees relating to bonding matter

Veronica Xiques, on behalf of the City Attorney's office, addressed the board concerning an invoice submitted by Squire Sanders for work done regarding DDA's ability to bond. DDA was working with the City Attorney's office to determine DDA's bonding capacity. In order to make such a determination, the City Attorney's office needed to procure and retain bond counsel on DDA's behalf. The Miami DDA Board adopted Resolution No. 23/2006 on January 20, 2006 approving an amount not to exceed \$10,000 for legal services to determine DDA's bonding capacity individually or with other entities. Squire, Sanders & Dempsey LLP was retained. However, on December 6, 2007, DDA received an invoice totaling \$24,782.53. This is the only invoice DDA has received regarding this matter. Discussion ensued concerning whether DDA is obligated to pay the difference of the previously approved amount of \$10,000.

Tony Alonso motioned to authorize the payment of \$10,000 only as previously approved via DDA Resolution 23/2006, Loretta Cockrum seconded, and the item passed by majority vote by the board members present 6 to 2.

- Board Retreat

The Board Secretary stated that DDA is working on confirming the date and location. The date of the retreat will be determined by the availability of the majority of the board members.

IX. Ethics Commission Presentation ~ Robert Meyers

Robert Meyers presented an overview of the Ethics Commission and their duties. The commission is an independent agency with advisory and quasi-judicial powers. The Ethics Commission is dedicated to bolstering public trust in the administration of government by informing the public and private sectors about the laws and seeking strict compliance with them. It is empowered to subpoena, audit, and investigate all facts and persons materially related to a complaint at issue. *(This overview was presented for informational purposes only).*

With no further business, the meeting was adjourned.