



## **Wynwood BID Board of Directors Meeting**

Wynwood BID Office

January 10, 2018 at 11:00 a.m. – 2:05 p.m.

310 NW 26 St #1 Miami, FL 33127

\*\* Meeting Minutes are not verbatim \*\*

### **Board Members in Attendance:**

Joseph Furst, BID Board Chairman

Albert Garcia, Wynwood BID

David Polinsky, Wynwood BID

Dylan Finger, Wynwood BID

Irving Lerner, Wynwood BID

Jonathan Yormak, Wynwood BID

### **Members Absent**

David Lombardi, Wynwood BID

### **Others in Attendance:**

Manny Gonzalez, Wynwood BID

Robin Jones Jackson, City of Miami

Alfredo Matias, City of Miami PD

Albert Guerra, Commander PD

Kelly Penton, Kivvit PR Agency

John Hefferman, Kivvit PR Agency

Gary Frohman, FunDimensions

Agnes Hadad, Wynwood Café

Daniel Levine, Dasher & Crank

Adrian Lazaga, Omni Parking

Cindy Lerner, Wynwood BID

Marc Coleman, WDRC Member

Ingrid Marte, Goldman Properties

Alexander Posth

Rachel Kreindel, Steven Feller P.E.

Robin Alonso, CREC

Alejandro Gonzalez

Cynthia Cruz, City NET Office

- Executive Director, Manny Gonzalez called the Wynwood Business Improvement District Board of Director's meeting to order at 11:00 a.m.

**Action Item:**

- It was requested by Dylan Finger for the December 12, 2017 Board of Directors meeting minutes reflect that he voted “no” on the Resiliency legislation that was approved.

**FEDERAL DONUTS INTRO:**

- Eric Saltzman from Federal Donuts located at 250 NW 24 St. provided a brief introduction on the various products currently offered at their establishment.

**EXECUTIVE DIRECTOR REPORT:**

- Manny Gonzalez provide an update on the various initiatives that were completed and/or currently in progress as of January 10, 2018.
- Manny Gonzalez provided a brief overview on the Wynwood BID 2017 *Annual Report* which was submitted to the City of Miami Clerk’s office and hand delivered to the Commission members.
- As per Manny Gonzalez, it was noted that a Project Coordinator, Aleksander Sanchez was hired and expected to begin on January 16, 2018.
- The Wynwood BID received the executed lease on January 3, 2018 and is currently working with the landlord to obtain the insurance requirements set forth by the City of Miami agreement to move into the new space by February 1, 2018.
- Manny Gonzalez provided the Board of Director’s on the proposed Wynwood BID *Employee Handbook* for our incoming staff to understand their benefits, rights, office operations and payroll.
- It was noted that the employee handbook was derived from the Miami Parking Authority and used at Coconut Grove Business Improvement District.
- **Executive Director Report on file**

**MARKETING COMMITTEE UPDATE:**

- John Hefferman provided an update on the various initiatives that are currently in progress.
- Kivvit PR and the Wynwood BID Marketing Committee are currently working on a (6) six-month communication plan that will be focusing on the neighborhood.
- **Marketing Committee Update on file**

## **ANNUAL AUDIT:**

- Richie Tandoc from SKG&T provided the Board of Director's a presentation on the 2016-2017 Annual Audited Financials.
- The Wynwood Business Improvement District 2016-2017 annual audit came back as "clean" and was submitted to the City of Miami Manager's office in December 2017.
- As per Ritchie Tandoc the Management Best Practices are used for larger municipal organizations, thus why it has not been used in Wynwood Business Improvement District audits.
- **2016-2017 Wynwood BID Annual Audit on File**

## **FINANCE COMMITTEE UPDATE:**

- Jonathon Yormak provided an update on the November 2017 *Consolidated Statement of Activities*.
- **Action Item:**
  - It was requested by Jonathon Yormak Wynwood BID checks that are over \$2,500 threshold would require two signatures before being dispersed.
- **Action Item:**
  - It was requested that any Wynwood BID reimbursement checks also dual signatures before dispersal.
- Reference motion #2
- **Finance Committee Update on file**

## **BID EXPANSION:**

- Dylan Finger has concerns with the proposed Wynwood BID expansion efforts and would like the Board to reconsider some sort of assessment rebate component for Mr. Mana to evaluate before a formal vote is released.
- **Action Item:**
  - It was agreed for the Wynwood BID to table expansion efforts in the interim and move forward with officially noticing a meeting with Mr. Mana to discuss future expansion efforts.

## **SECURITY COMMITTEE UPDATE:**

- Commander Guerra provided an update on the services and coverage provided by the City of Miami Police Department as of January 2018.

- Manny Gonzalez provided an update on the off-duty police schedule that was implemented at the conclusion of Basel Week 2017, as per the BID Board's previous request.

**Action Item:**

- It was requested by Commander Guerra for the Wynwood BID to consider purchasing a cell phone with GPS tracking capabilities.
- As per Commander Guerra the City of Miami Police will have two roll calls this week at NW 2 Ave and 32<sup>nd</sup> St. and at the Wynwood Walls.
- In an effort to spur team work amongst agencies the new Wynwood BID office will have space available for the City of Miami Police, NET, Code Enforcement and any other City department to use when attending to Wynwood matters.

**PLANNING & ZONING UPDATE:**

- David Polinsky provided an update on the *Temporary Use Permit* process that was recently passed by the City of Miami Commission without the requested language that would allow a business improvement district to review and recommend approvals.
- David Snow from the City of Miami Planning Department provided an update on the status of the *design and build* portion of the master plan.
- There was a board discussion on the next steps and funding requirements that would need to be satisfied before the commencement of the project.
- Reference motion #3

**Action Item:**

- It was requested by Dylan Finger for the Wynwood BID to reach out to the Coconut Grove BID to see if we can work together on creating a permitting commission to find ways to expedite and process zoning, DERM and public works permit applications.
- **Planning & Zoning Committee Updates on File**

**NEW BUSINESS:**

- Robin Jackson provided an update on the status of the BID Board election review meeting that was held on January 10, 2018 at 10:00 a.m.
- It was recommended that the Board of Director's allow for (2) additional seats to be created to allow for diverse participation from our established business owners.

- Cindy Lerner expressed that we need to create a safeguard to not allow a property owner to switch an assignment of his Board seat to someone of his choice without the review of the Board of Directors.
- Cindy Lerner also expressed that we need to define what an “established” business owners consist of before the formal voting process is completed.
- Reference Motion #4 & #5

**Meeting Adjourned: 2:05 PM**

**MEETING MOTION SUMMARY:**

**MOTION #1: DECEMBER 12, 2017 MEETING MINUTES:**

- Upon a properly made and seconded motion it was unanimously resolved to approve the December 12, 2017 Wynwood BID Board of Director’s meeting minutes.

Joseph Furst provided first motion, Jonathon Yormak seconded

Motion Passed Unanimously

**MOTION #2: DUAL SIGNATORY REQUIREMENT & \$2,500 THRESHOLD:**

- Upon a properly made and seconded motion it was unanimously resolved to approve the requirement that any BID checks totaling over \$2,500, in addition to reimbursements must have two signatures before dispersal.

Jonathon Yormak provided first motion, Albert Garcia seconded

Motion Passed Unanimously

**MOTION #3: \$50,000 DESIGN CONTRIBUTION w/ RESTRICTIONS:**

- Upon a properly made and seconded motion it was unanimously resolved to approve up to \$50,000 on the design portion of this project, contingent the City of Miami obtains a committed funding source for implementation portion of the project.

Albert Garcia provided first motion, Joseph Furst seconded

Motion Passed Unanimously

**MOTION #4: BID BOARD EXPANSION (7) SEVEN TO (9) NINE:**

- Upon a properly made and seconded motion it was unanimously resolved to approve the established retail, cultural arts, office and restaurant business owners to become eligible

to apply to join the Wynwood BID Board of Directors by adding two (2) additional seats to the Board of Directors, thus increasing from seven (7) to nine (9).

Albert Garcia provided first motion, Joseph Furst seconded

Motion Passed Unanimously

**MOTION #5: BID BOARD DESIGNATION:**

- (a) Upon a properly made and seconded motion it was unanimously resolved to approve that All BID board members must be either: (i) commercial property owners in the district, or (ii) the written designated representative of a commercial property owner in the district.

Albert Garcia provided first motion, Joseph Furst seconded

Motion Passed Unanimously