



CITY OF MIAMI SPRINGS, FLORIDA

Mayor Xavier M. Garcia

**Vice Mayor Michael Windrem
Councilman George V. Lob**

**Councilman Billy Bain
Councilman Jaime A. Petralanda**

Decorum: "Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the City Council, shall be barred from further audience before the City Council by the Mayor, unless permission to continue or again address the City Council is granted by the majority vote of the City Council members present. In accordance with the foregoing, the City Council has determined that racial or ethnic slurs, personal attacks and comments unrelated to City matters or issues constitute prohibited comments from the podium".

AGENDA

REGULAR MEETING

Monday, April 22, 2013 – 7:00 p.m.

Council Chambers – City Hall

201 Westward Drive – Miami Springs

- 1. Call to Order/Roll Call**
- 2. Invocation: Councilman Lob**

Salute to the Flag: Students from Miami Springs Elementary School will lead the audience in the Pledge of Allegiance and Salute to the Flag
- 3. Awards & Presentations:**
 - A) Introduction of Golf and Country Club Director Paul O'Dell**
 - B) Presentation of Award Winning Video "Take a Stand, Lend a Hand" by Miami Springs Senior High School Students Jennifer Porres and Daniela Zapata**
 - C) Certificates of Recognition to Miami Springs Senior High School Students Jennifer Porres and Daniela Zapata**
- 4. Open Forum: Persons wishing to speak on items of general city business, please sign the register located on the speaker's stand before the meeting begins**

5. **Approval of Council Minutes:**
 - A) 04-08-2013 – Special Meeting
 - B) 04-08-2013 – Regular Meeting
6. **Reports from Boards & Commissions:**
 - A) 04-03-2013 – Architectural Review Board – Minutes
 - B) 04-09-2013 – Recreation Commission – Cancellation Notice
 - C) 04-10-2013 – Golf and Country Club Advisory Board – Lack of a Quorum
 - D) 04-11-2013 – Board of Parks and Parkways – Minutes
 - E) 04-15-2013 – Revitalization and Redevelopment Ad-Hoc Committee – Cancellation Notice
7. **Public Hearings:** None
8. **Consent Agenda:**
 - A) Recommendation that Council Waive the Competitive Bid Process and Approve an Expenditure of \$15,000.00 to Firepower Displays Unlimited, LLC for the Purchase of the 4th of July Fireworks Display, Pursuant to Section 31.11 (E) (6) (g) of the City Code
9. **Old Business:**
 - A) Appointments to Advisory Boards by the Mayor and Council Members
 - B) Recommendation from the Education Advisory Board Regarding Asking the City Council to Authorize Representation to the Board from Public Works, Police and the Chamber of Commerce in Order to Achieve the Collaboration Between the City and Miami-Dade County Public
 - C) Scheduling of Executive Session on Monday, April 29th or Tuesday, April 30, 2013
10. **New Business:**
 - A) Council Liaison Appointments to the Advisory Boards
 - B) Recommendation that Council Award a Bid to Lowes, Utilizing the Cooperative Purchasing Network Contract R4954 in the Amount of \$20,000.00 on an “As Needed” Basis for Various supplies and Stock Items Pursuant to Section 31.11 (E) (5) of the City Code

10. New Business: (continued)

- C) First Reading – Ordinance No. 1053-2013 – An Ordinance of the City Council of Miami Springs Amending Code of Ordinance Section 34-14, Appointments, by Adding Thereto a Maximum Number of Hours for Other Than Fulltime Classified Employees; Repealing all Ordinances or Parts of Ordinances in Conflict; Effective Date
- D) Recommendation that Council Award City RFP # 02-12/13 to Alberni, Caballero & Company, LLP, the Lowest Responsible Proposer, in the Amount of \$32,000.00, for External Auditing Services, Pursuant to Section 31.11 (E) (2) of the City Code
- E) Recommendation from the Board of Parks and Parkways to Fund the Site Preparation, Purchase and Installation of New Plants and Landscaping for the Purpose of Renovating the Butterfly Park
- F) Recommendation from the Board of Parks and Parkways Regarding the Yard of the Month for May and June 2013
- G) Code Compliance Revision Recommendations Regarding Commercial Vehicles
- H) Discussion Regarding Advertising in the Conference Edition of the Quality Cities Magazine to Celebrate the Florida League of Cities 87th Conference in Orlando, Florida to be Held During August 15-17, 2013

11. Other Business:

- A) FY 2012-2013 Second Quarter Budget Status Report (Unaudited)
- C) Recommendation that Council Reschedule the Monday, May 27, 2013 Regular Meeting to Tuesday, May 28, 2013 at 7:00 p.m.

12. Reports & Recommendations:

- A) City Attorney
- B) City Manager
- C) City Council

13. Adjourn

If any person decides to appeal any decision of this Board with respect to any matter considered, s/he will need a record of the proceedings and for such purpose 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 made (F. S. 286.0105), all of which the City does not provide.

In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the City Clerk, 201 Westward Drive, Miami Springs, Florida 33166. Telephone: (305) 805-5006, no later than (7) days prior to the proceeding.

Pursuant to Sec. 2-11.1 (S) of the Miami-Dade County Code and Miami Springs Code of Ordinances Chapter 33 - §33-20, all persons, firms or corporations employed or retained by a principal who seeks to encourage the passage, defeat, or modifications of (1) ordinance, resolution, action or decision of the City Council; (2) any action, decision, recommendation of any City Board or Committee; or (3) any action, decision or recommendation of City personnel during the time period of the entire decision-making process on such action, decision or recommendation which will be heard or reviewed by the City Council, or a City Board or Committee shall register with the City before engaging in any lobbying activities on forms prepared for this purpose and shall state under oath his or her name, business address, the name and business address of each person or entity which has employed said registrant to lobby, and the specific issue on which he or she has been employed to lobby. A copy of the lobbyist registration form is available from the Office of the City Clerk.

Paul O'Dell

7221 N.W. 174 th Terrace Apt. 104 Miami Lakes FL 33015, 305-331-2666, email: podell@bellsouth.net

QUICK PROFILE:

25+ years in the Hotel and Club industry, with emphasis on ***General Management and Sales***. Knowledgeable in all aspects of Country Club Operations. Specific strengths include a profit and results-oriented business sense, and strong marketing and organizational abilities, administrative experience including sales forecasting, accounting, and market segment growth.

RELEVANT EXPERIENCE

3/13/ - to present - Brookhaven C.C. Dallas, Texas

Golf Operations

1/12- 3/13

Had major spine surgery and did not work until 3/13 with Dr. Barth Green –UM Spine Clinic At Jackson Memorial Hospital.

5/10-12/11

Did not work or apply for any positions.

4/08-4/10 High Vista Country Club, Mills River, NC

General Manager/ Consultant

- Responsible for a staff of 43 employees in all departments.
- Manage and oversee daily operations, budgeting and cash flow management; includes Food & Beverage operations, Golf operations, Sales and Course Maintenance and Standards.
- Restructured the operation including creating all membership marketing materials and making necessary key management position changes to increase higher productivity and greater attention to detail, in this private gated community consisting of 345 upscale homes and all homeowner facilities, pool ,tennis courts ,golf course and clubhouse.

2002-2007 Doral Park Country Club, Doral, FL

General Manager

- Prepared and presented annual budget and revenue forecast to Board of Directors.
- Developed Capital Improvement Plan and forecast major components of the Club
- Developed and executed a \$2.75 million dollar refinance of existing clubhouse, upon arrival in 2002, which included a expansion of the fitness center.
- Brought about a financially sound operation after one year, from an annual cash-loss company by working with corporate clients and creating structure while monitoring expenses vs. revenues focusing on increased Revenue and NOI.

1991-2002 PGA Tour Inc./Muirfield Group
Golf Club of Miami, Miami Florida

General Manager

- Recruited by PGA Tour from Turnberry Isle to financially stabilize the club.
- Developed a marketing action plan resulting in increased rounds of golf, a greater number of tournaments, as well as a dramatic increase in Membership Sales by 50%.
- Managed 54 holes of golf, two driving ranges, and two clubhouses.
- Oversaw construction of a new clubhouse and opening ,oversaw the opening of two F&B outlets..
- Managed a staff of 80 employees

- Responsible for all PGA tour operations and standards from golf course presentation and conditions, to all "Above and Beyond" service levels.
- Passed Executive Testing Program (3-days) required to be employed by PGA Tour in an executive position.

(Continued)

PAUL O'DELL

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1983-1991 Turnberry Isle Resort & Club, Aventura, FL

Senior National Sales Manager

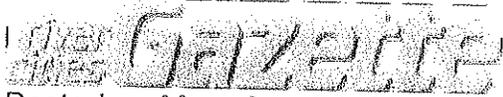
- Assisted in developing the National Marketing Plan for a 354 room, Five Star Resort and assisted in Pre-Opening Collateral and Amenities plan. Resort had 36 holes of golf, 22 tennis courts, a deep water marina and 35,000 square feet of meeting space, and four very exclusive condominium towers.
- Secured and pre-sold hotel as headquarters for 1989 Breeders Cup while hotel was still in rough construction, from artist renderings.
- Responsible for the Northeast Business Travel Market segments and Corporate groups. My strengths were connections to the professional sports owners and league meetings.
- I developed the Collegiate Fall classic which involved all NCAA conferences and generated golf tournaments between University alumni groups, for enjoyment and competition. **Outcome:** Exceeded sales goals by 34% of budget.
- Assisted Director of Sales with mentoring young sales staff of 7 and had direct responsibility for the Northeast Business Markets and Leisure Market.

EDUCATION

- Business Management Course Work – Southern Methodist University (Braniff Airways Co-op program)
- Florida Condominium Association Management (CAM License) .
- Working knowledge of Spanish

CIVIC & VOLUNTER BOARDS:

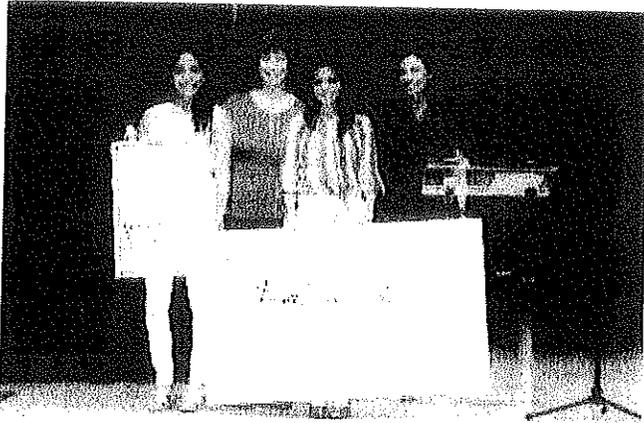
United Cerebral Palsy, Dade, Broward & Palm Beach Counties Board of Directors.
 The Florida Health Breast Care Initiative, Board of Directors.
 CMAA Member
 Miami-Dade County Planning and Zoning Board .
 Community Management Certificate



Posted on Mon, Apr. 08, 2013

Miami Springs High School students win anti-bullying film contest

By ANGIE AGUILA/Gazette Writer
River Cities Gazette



Gazette Photo

ANTI-BULLYING WINNERS: Award-winning Miami Springs Senior High students Daniela Zapata and Jennifer Porres with Kim Werner and Elizabeth Crowley of Bully Free-0-Five.

It's a win, win, win for the City of Miami Springs, Miami Springs Senior High School and two of its most creative students. The students earned the first-place award and plenty of cash for their school in the inaugural Bully Free-0-Five Miami-Dade Public High School Art & Film Festival.

The Art & Film Festival was created by a group of young professionals as part of the Greater Miami Chamber of Commerce's Leadership Miami Program. About 16 people from varying professions came together and decided that they wanted to focus their community service efforts in the area of education, and specifically on the epidemic of bullying in our local schools.

They launched an art and video contest in which high school students from across the county were given a voice to express what bullying means to them.

More than 430 students from the district submitted artwork or videos to the contest resulting in over 220 final submissions from 33 different high schools. The winners of the contest were announced on March 20 at Miami Jackson Senior High School. Two students from Miami Springs Senior High, Jennifer Porres and Daniela Zapata, won first place for their video, "Take a Stand, Lend a Hand" and received \$1,000 worth of prizes and \$5,000 in cash for their school.

"These young ladies are incredibly talented and their work proves it," said Lindi Bowman of Rise4Miami/Leadership Miami. "We are hoping to disseminate the video across the district so that students from all over can see the work of their peers. We believe that in order to make a real impact on bullying, change must originate from the students themselves. This is why we decided to create the Bully Free-0-Five Art & Film Festival and give students a voice through creative self-expression in order to illustrate what bullying means to them."

This is a success story not just for Miami Springs Senior High School but a success story for the entire City of Miami Springs. The opening line of the award-winning video is, "The only thing necessary for the triumph of evil is for good men to do nothing."

The video ends with statistics that should grab our attention. "One in seven students in K-12th grade is either a bully or a victim of bullying," and "71 percent of students report incidents of bullying as a problem at their school." Porres and Zapata ask viewers to take a stand and to lend a hand.

The city as a whole has done just that, starting with Kim Werner, who has long been a spokesperson for the anti-bullying campaign. Werner is the creator of A Piece Full World and a Miami Springs resident. Back in January, Werner was brought in for her expertise and to train bullying prevention to the Rise4Miami Group.

Werner contacted Miami Springs city manager Ron Gorland. He immediately said yes and opened the doors to New Community Center. Omar Luna and Noel Acosta graciously offered their assistance, too. With the support of a community, the anti-bullying training fell perfectly into place.

Werner was then invited to be one of the judges at the culminating event at Miami Jackson Senior High School. Of the more than 200 entries, the group had selected 10 and the judges then chose numbers 1, 2 and 3. Werner was surprised and thrilled to find out that the grand prize would go to students from her own backyard and she would then be asked to present the winning check to the students. School board member Susie Castillo was present the night of the awards and celebrated right alongside the recipients.

"This is big and the \$5,000 is further acknowledgement of how important the anti-bullying message is," Gorland said. "Way to go, Anna and Kim (referring to Miami Springs Senior High School Principal Anna Rodriguez and Werner)! Thanks again for all your efforts."

"Bullying, in general, is ideally prevented when schools' cultures shift from places in which bullying is perceived by kids as 'cool' to places where it isn't "cool," said Werner. "That takes school districts' leadership's commitment and resources, human and monetary, sustained over time. That's time and resources we in Miami-Dade County Public Schools, frankly, just don't have right now. Miami Springs Senior High School, for example, has only three counselors and no TRUST counselor; our state's bullying and harassment policy mandate, although important, is unfunded.

"So this video's message of 'going to battle' for yourself and for each other resonates with me. It is a battle out there. Our weapons are friendship and courage — for ourselves and for each other."

The winning video is scheduled to be shown at the Miami Springs city council meeting on April 8. You can also see the video at www.facebook.com/bullyfree05.



CERTIFICATE OF RECOGNITION

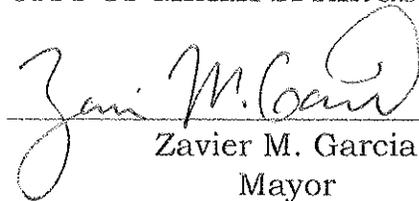
Presented to

DANIELA ZAPATA

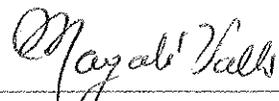
One of two Miami Springs Senior High School Students
who earned the first-place award
at the "Bully-Free-0-Five"
Miami-Dade Public High School Art & Film Festival
for their video "Take a Stand, Lend a Hand",
winning \$1,000 worth of prizes
and \$5,000 cash for their school.

Presented this 22nd day of April 2013.

CITY OF MIAMI SPRINGS, FLORIDA


Zavier M. Garcia
Mayor

ATTEST:


Magali Valls, CMC
City Clerk



CERTIFICATE OF RECOGNITION

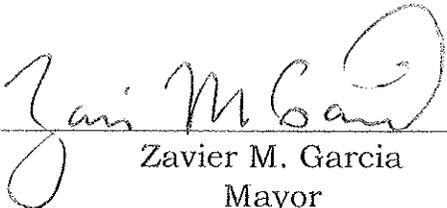
Presented to

JENNIFER PORRES

One of two Miami Springs Senior High School Students
who earned the first-place award
at the "Bully-Free-0-Five"
Miami-Dade Public High School Art & Film Festival
for their video "Take a Stand, Lend a Hand",
winning \$1,000 worth of prizes
and \$5,000 cash for their school.

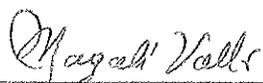
Presented this 22nd day of April 2013.

CITY OF MIAMI SPRINGS, FLORIDA



Zavier M. Garcia
Mayor

ATTEST:



Magali Valls, CMC
City Clerk



DRAFT

City of Miami Springs, Florida

The Miami Springs City Council held a **SPECIAL MEETING** in the Council Chambers at City Hall on Monday, April 8, 2013, at 6:00 p.m.

1. **Call to Order/Roll Call:**

The meeting was called to order at 6:08 p.m.

The following were present:

- Mayor Xavier M. Garcia
- Vice Mayor Bob Best
- Councilwoman Jennifer Ator
- Councilwoman Grace Bain
- Councilman George Lob

Also Present:

- City Manager Ronald K. Gorland
- Assistant City Manager/Finance Director William Alonso
- City Attorney Jan K. Seiden
- Chief of Police Peter G. Baan
- Planning and Zoning Director James H. Holland
- Golf and Recreation Director Omar L. Luna
- Interim Golf Course Director Sandy Pell
- Building & Code Compliance Director H. "Tex" Ziadie
- Elderly Services Director Karen Rosson
- I.T. Director Jorge Fonseca
- Public Works Director Thomas Nash
- City Clerk Magalí Valls
- Deputy City Clerk Suzanne S. Hitaffer
- Clerical Assistant Elora R. Sakal

2. **Invocation:** Councilwoman Bain offered the invocation.

Salute to the Flag: The audience participated.

3. **Resolution No. 2013-3577 - A Resolution of the City Council of the City of Miami Springs Canvassing Returns of the Miami Springs General Election of April 2, 2013 and Declaring Results Thereof**

City Attorney Jan K. Seiden read the resolution in its entirety.

Vice Mayor Best moved to adopt Resolution No. 2013-3577. Councilwoman Bain seconded the motion, which carried unanimously on roll call vote.

4. Administration of Oath of Office to City Officials

City Clerk Magalí Valls administered the oath of office to Michael Windrem.

City Clerk Magalí Valls administered the oath of office to Billy Bain.

City Clerk Magalí Valls administered the oath of office to George V. Lob.

City Clerk Magalí Valls administered the oath of office to Jaime A. Petralanda.

Board of County Commissioners Chairwoman Rebeca Sosa administered the oath of office to Xavier M. Garcia.

Councilwoman Ator commented that she appreciates the opportunity to have served and she has certainly enjoyed her time on the Council. Former Councilman Rob Youngs once said to her after she was elected that if she never did anything else for Miami Springs again, she had done her duty and that has resonated with her for many years. She does not regret her four years on the Council and does not regret any of the decisions she has made.

Councilwoman Ator congratulated the candidates who won the election and commented that she is a little confused on what the big deal was about seat one because seat four is the best seat. She thanked her husband who will be at the Regular meeting with their son to lead the pledge.

Councilwoman Bain thanked everyone and the residents of Miami Springs. She enjoyed sitting on Council. She thanked all of the Departments and City employees because Council is as good as the people that work around them. It has been a pleasure working with Council, City Manager Gorland, Assistant City Manager/Finance Director Alonso, City Attorney Seiden, and City Clerk Magalí Valls. She has learned a lot and will take the knowledge with her. She will always be here to serve the City and enjoys doing so. She congratulated the winning candidates.

Vice Mayor Best said that it has been an honor to represent the citizens for the last eight years. He enjoys representing the people and he will continue to do so for anyone that is in need. He thanked his fellow Council members that he served with and the new Council. He hopes that they move the City forward in the appropriate direction and that some of the issues that Council has had to face before will diminish and make it easier for the new Council.

Vice Mayor Best thanked City Manager Gorland, the Administration and everyone who helped him in the last eight years. He also thanked County Commission Chairwoman Rebeca Sosa for being present to swear in Mayor Garcia and he acknowledged her contributions to the City. He reiterated his thanks to the City of Miami Springs.

5. Adjourn

There being no further business to be discussed the meeting was adjourned at 6:25 p.m.

Zavier M. Garcia
Mayor

ATTEST:

Magalí Valls, CMC
City Clerk

Approved as _____ during meeting of:

Transcription assistance provided by Elora R. Sakal.

Words ~~stricken through~~ have been deleted. Underscored words represent changes. All other words remain unchanged.



DRAFT

City of Miami Springs, Florida

The Miami Springs City Council held a **REGULAR MEETING** in the Council Chambers at City Hall on Monday, April 8, 2013, at 7:00 p.m.

1. **Call to Order/Roll Call**

The meeting was called to order at 7:03 p.m.

The following were present:

- Mayor Xavier M. Garcia
- Vice Mayor Michael Windrem
- Councilman Billy Bain
- Councilman George V. Lob
- Councilman Jaime A. Petralanda

Also Present:

- City Manager Ronald K. Gorland
- Assistant City Manager/Finance Director William Alonso
- City Attorney Jan K. Seiden
- Chief of Police Peter G. Baan
- Golf and Recreation Director Omar L. Luna
- Interim Golf Course Director Sandy Pell
- Building & Code Compliance Director H. "Tex" Ziadie
- Elderly Services Director Karen Rosson
- I. T. Director Jorge Fonseca
- City Clerk Magali Valls
- Deputy City Clerk Suzanne S. Hitaffer

2. **Invocation: Mayor Garcia**

Salute to the Flag: Students from All Angels' Academy led the audience in the Pledge of Allegiance and Salute to the Flag.

Mayor Garcia presented baseball caps to the students who participated in the pledge.

3. **Awards & Presentations:**

3A) **Certificate of Recognition – Harvest Moon Bistro**

Terry Margolis from Harvest Moon Bistro was not present.

3B) Yard of the Month Award for April 2013 – 1291 Redbird Avenue – Victor and Zoraida Gutierrez

Victor and Zoraida Gutierrez of 1291 Redbird Avenue were not present to receive the award.

3C) Presentation by Richard Singer of NGF Consulting, Inc. Regarding the Operation of the Golf and Country Club

City Manager Ronald K. Gorland congratulated the Mayor and Council on their recent election. He said that it is his pleasure to be working for them and he looks forward to the next two years.

City Manager Gorland stated that he has known Richard Singer of NGF Consulting, Inc. for quite a few years. Mr. Singer is with National Golf Foundation, which is a consulting group and he has been very kind to respond to many questions over the years. There are two major issues to consider for the Golf Course and the first is whether or not the Golf Course can break even because more than \$12MM has been spent on the property since it was acquired, including the acquisition price. The first two management companies did not work out and the third was a local manager that also did not work out. The management was brought in-house and the losses were reduced to \$125,000 a year compared to more than \$500,000.

The second question to consider is under what conditions and what type of manager or golf director is needed to make the Golf Course break even, according to Mr. Gorland. Mr. Singer took on the assignment and Council was provided with a copy of his PowerPoint presentation, together with a detailed summary.

Richard Singer of NGF Consulting, Inc. stated that it is great to be in Miami Springs and to see what has been going on with the Golf and Country Club, which is a very impressive property with a lot of history and tradition that is important to golf. There are factors and issues that can be controlled and others that cannot be controlled, when owning and operating a property like the Golf Course. He will help the City to understand what can be done to operate the Golf Course more efficiently with the things that can be controlled or improved upon and also to understand what cannot be controlled and how they are affecting the business.

Mr. Singer explained that NGF is a 77-year old golf industry research and consulting firm that has done municipal golf consulting in the last few years; he has been managing the consulting practice for 24 years. The company is not an advocate for any position other than the success of the Miami Springs Golf and Country Club; they have no other interests and cannot benefit financially from any decision that the City makes. The company was hired as an information resource to provide facts and opinions in order for the City to make the best decisions.

Mr. Singer stated that their purpose is to help improve the economic performance of the Golf Course by providing tips and ideas for what is necessary to bring the facility to a level that will break even or cover the direct expenses to operate the facility on a day-to-day basis. There would be additional expenses for any large-scale capital upgrades, improvements or debt service.

Mr. Singer said that he suggested attributes for a person in charge to fill the Director of Golf position that can provide the best chance for success with the property. He continued to explain the methodology and activities that were conducted to perform the review.

A very thorough review was conducted on-site to identify key issues related to the continued operation, including a complete inspection of the property for its physical condition and identifying areas that may need improvement, according to Mr. Singer. The focus was on providing ideas and recommendations that could improve revenue or reduce operational expenses. Benchmarks were also identified that he felt were important to show how the golf facility operation compares to industry norms and other municipal golf courses in terms of revenues, expenses, maintenance, marketing, etc.

Mr. Singer stated that on the surface, the facility has the basic design features and location to be a successful public golf course with great history and tradition, but there are several factors that are preventing it from achieving its maximum economic potential. It is an 80-year old+ golf course with aging infrastructure, turf, greens and features that affect its conditions and there are drainage issues that affect the play of golf. There are issues with the cart paths and on-course restrooms that could help if they are improved.

Mr. Singer concluded that the golf course property needs investment over the next couple of years in order to improve the economic performance and to generate revenue. He said that the golf course may never experience a break-even level in its present condition.

The rounds activity is lower than the average for comparable type facilities, according to Mr. Singer. The totals have declined in the last couple of years, more so than the market, with a significant drop-off in golf activity in 2009, 2010 and 2011. The industry in Florida and nationwide experienced somewhat of a recovery in 2012, which did not happen at the Miami Springs Golf and Country Club. Top revenues were about \$1.1MM from all sources, which is a decline from levels earned five years ago. Although there is an operational loss, there is more than \$1MM in revenue being generated from the facility, which is generally a strong performance.

Mr. Singer added that the golf course facility has not been able to break even since it was purchased in 1997, and there is no expectation under the current conditions that this would continue into the future. There are some operational agreements in place and the food and beverage agreement is relieving the City of an economic burden, although there is some concern about the attention being given to the day-to-day golfer, as opposed to the banquet business.

Mr. Singer expressed his concern about the maintenance agreement currently in place, which was implemented to reduce the labor expense, but it is not a full-service maintenance contract; it is for labor only and does not include material, equipment and supplies. A maintenance agreement that covers all aspects of the golf course maintenance would be more efficient and is more common with successful municipal golf facilities.

There is also a general lack of entrepreneurial focus in the operation and management of the Miami Springs Golf and Country Club, according to Mr. Singer. This is something he finds a lot with municipal golf courses. The City is in the golf business, which is a difficult business to be in and it takes business initiative to make it work.

Mr. Singer said that the overall external market is not favorable for strong economic performance and the immediate local market does not show characteristics that he typically associates with high participation in golf, including the household and income characteristics, etc. Because of this, and other factors, the overall performance is expected to be lower than other similar size municipalities that might operate golf courses. It means that attraction of a non-local market is important in the long-term. He reiterated that given the physical condition of the golf course, it might not be reasonable to experience break-even or handle the necessary improvements.

Mr. Singer explained that independent recommendations for the facility include modification of the operating structure and investments in the property. He noted that reducing expenses might be an illusion and there should be care not to budget to revenues, which causes the conditions to get worse and play is reduced causing the revenues to get lower. He sees these elements at the Miami Springs Golf and Country Club and there should be an investment in the property so that it is not lost entirely. After improvements are made, there must be a commitment to marketing and promoting the golf course to a wider segment of prospective golfers in order to bring in outside play.

Mr. Singer mentioned that there are two basic options and one is to modify the self-operation, continue with the privatized food and beverage operation, add a new "hands on" Golf Director, outsource the maintenance with a full-service type contract, not just labor. The second option is contract management, but this has been done before without success, and this would only make sense if a private operator would invest in the property in exchange for some type of long-term agreement. He understands that this is not allowed in Miami Springs. This only leaves the option for a modified self-operation.

From his experience, regardless of the structure, ultimately the operation ties back to an individual that runs the golf course, according to Mr. Singer. The individual's strengths and weaknesses ultimately determine how successful the property will be and the key is to find the right individual. He recommends that the City continue to operate the golf course under a modified structure with direction from a business oriented manager.

Mr. Singer said that golf course marketing has changed over the years and now it is entirely about the internet and on-line marketing, but there is no substitute for face-to-face marketing and working to attract events, tournaments, golf outings, corporate retreats, etc. to the property and someone is needed to do this. As a result, additional help might be needed to provide counter coverage. He reiterated that the maintenance contract should be restructured so that it is full-service. Investments are needed to improve turf conditions; on-course services are important and they can lead to increased revenues; improvements to drainage and cart paths will help to increase play after rainy days.

Mr. Singer said that the improvements would need an investment of close to \$1MM and over time they should improve the operational efficiencies; it is a reasonable goal to try to break-even operationally and the new revenues could cover the day-to-day operating expenses, but not the capital expenses needed to make the improvements.

Further recommendations are included in his report, but in general the identified categories are improved marketing, enhancing electronic capabilities through the website and on-line tee times, accepting on-line credit card purchases, promoting bilingualism, branding improvement and promoting the history and tradition of the golf course, according to Mr. Singer. He explained that tournaments, outings and leagues are the key to public golf courses.

Mr. Singer added that there should be improvements to the signage around the surrounding peripheral of the City in order to let the public know about the golf course. Player development programs are important for the next generation that will help sustain the property for many years. He firmly believes that the female golf segment is not adequately represented and there is a lot more that can be done to reach out to this segment.

In summary, Mr. Singer said that the golf course had not reached the point of no return, but action must be taken to improve the property; it has potential and is in a great location next to the airport and it would be a shame to lose it.

Councilman Bain commented that a new irrigation was installed approximately three years ago and he does not understand what happened to the condition of the grass around the greens, which is important for chipping and putting. This is the biggest complaint that he has heard about in the last couple of years.

Mr. Singer felt that there are many factors working together that seem to cause the condition, but it is an aging facility with aging turf.

Councilman Bain said that the turf around the tee boxes is the same age as the turf around the greens and Mr. Singer responded that the turf around the greens gets the most traffic and activity.

Councilman Bain emphasized that the grass is not just worn; it is dead and Mr. Singer attributed it to issues related to applications and the budget for the applications; he felt that some of the turf will need to be replaced.

Mr. Singer added that a full-service maintenance agreement might help to improve the turf; he does not feel that it is not being properly maintained, but there are many factors working against it. He agreed that it needs to be looked at and perhaps more resources are needed to improve the grass.

Mayor Garcia asked Mr. Singer to clarify his comment about the grass just outside of the tee box and if it is maintained differently than the grass around the greens.

Mr. Singer clarified that the grass around the greens is under more stress than the grass around the tee boxes; it has a lot of traffic that adds up over time. It is a living asset that cannot take the stress, especially 80-year old turf. The areas around the tee boxes or fairways are not under the same stress.

To answer Councilman Bain's question, Mr. Singer replied that the turf issue is a major factor, but the number one step is to get the structure in order, with an on-site manager that is dedicated to marketing. The second step is to invest in the property as much as possible, focusing on the on-course conditions such as the turf around the greens, cart paths, drainage, on-course services, etc.

Councilman Petralanda agreed with Mr. Singer that the future of the game depends on the kids and that he had not thought about attracting the ladies, which is a good point. He asked about the \$1MM estimated cost and Mr. Singer's comment about it not covering the capital expense for the improvements.

Mr. Singer responded that if the golf course remains the same without making an investment it will be headed for disaster in terms of revenues. Spending \$1MM to upgrade the property will improve the revenue picture and will generate enough to cover day-to-day operation of the facility, but not enough to cover the \$1MM investment to improve the property. This can be paid for in a number of ways and the most common is some type of debt issue or capital reduction program. There will probably not be enough funds left over to contribute to the capital reduction.

Councilman Petralanda commented that even spending \$1MM for improvements will not bring the golf course to a break-even point.

Mr. Singer said that if the definition of “break-even” is covering all expenses and capital costs then Councilman Petralanda is correct that \$1MM will not bring the golf course to a break-even point.

Mayor Garcia thanked Mr. Singer for his presentation and City Manager Gorland commented that the presentation is posted on the City’s website.

Mayor Garcia announced that everyone in Miami Springs is proud of Mike Gavila who won a trophy for “Best in Taste”, first place prize in the Springs River Festival Bake-off. He wanted everyone to know about Mike’s accomplishments.

4. Open Forum:

Bully-Free-O-Five

Kim Werner of 1016 Meadowlark Avenue stated that she wanted to introduce Council to two of the organizers of the competition that Miami Springs Senior High School won. The project was called Bully-Free-O-Five. The school won \$5,000 to use towards anything she wants.

Wendy Billman, Director of Economic Development at the Beacon Council and Corina La Rosa, Advisory Board Coordinator for the City of Doral stated that they represent Leadership Miami, The Greater Miami Chamber of Commerce which is a program where they choose 100 young professionals out of Miami to come together in an eight month leader development program. In the program, they divided the students into groups of twenty and they were able to choose a community service project of their liking.

Ms. Billman commented that their project was centered around bullying in which they led a County-wide contest for video and art on the topic of bullying. They had a first, second, and third place prize where the first place prize went to two of Miami Springs Senior High School students. The school received \$5,000 and each student received \$1,000 in prizes. The video that the students entered into the contest will be shown at the next City Council meeting.

To answer Councilman Bain’s question, Ms. Billman said that the two students from the school were Jennifer Porres and Daniela Zapata.

Ms. Werner recognized the teacher Rene Barge who was the students’ sponsor.

Ecology Board

Carl Malek of 333 Corydon Drive, #5, stated that the Ecology Board had not been meeting due to lack of a quorum and hoped that the new Council would appoint members so that the Board can meet again.

Councilman Lob asked if Mr. Malek had any suggestions to please let him know or have that person approach him.

Street Lights

Ms. Beatrix Oberman of 449 Swallow Drive, #23 said that the lights in the City of Miami Springs are her issue. On her way to church, she got lost and could not see the street names. She noted that Ludlam Drive is lit very well, but Royal Poinciana and Shadow way are dark. There are lights on only one side of the street on Royal Poinciana by the Elementary School down to the Circle.

5. Approval of Council Minutes:

5A) 03-25-2013 – Regular Meeting

Minutes of the March 25, 2013 were administratively approved as written. Mayor Garcia and Councilman Lob were the only two members present at the meeting.

6. Reports from Boards & Commissions:

6A) 03-19-2013 – Education Advisory Board – Minutes

Minutes of the March 19, 2013 Education Advisory Board meeting were received for information without comment.

6B) 03-21-2013 – Historic Preservation Board – Minutes

Minutes of the March 21, 2013 Historic Preservation Board meeting were received for information without comment.

6C) 03-26-2013 – Ecology Board – Cancellation Notice

Cancellation Notice of the March 26, 2013 Ecology Board meeting was received for information without comment.

6D) 03-28-2013 – Code Review Board – Cancellation Notice

Cancellation Notice of the March 28, 2013 Code Review Board meeting was received for information without comment.

6E) 04-01-2013 – Zoning and Planning Board – Cancellation Notice

Cancellation Notice of the April 1, 2013 Zoning and Planning Board meeting was received for information without comment.

6F) 04-01-2013 – Board of Adjustment – Cancellation Notice

Cancellation Notice of the April 1, 2013 Board of Adjustment meeting was received for information without comment.

6G) 04-01-2013 – Memorial Committee – Minutes

Minutes of the April 1, 2013 Memorial Committee meeting were received for information without comment.

6H) 04-02-2013 – Code Enforcement Board – Cancellation Notice

Cancellation Notice of the April 2, 2013 Code Enforcement Board meeting was received for information without comment.

7. Public Hearings:

None.

8. Consent Agenda:

8A) Approval of the City Attorney's Invoice for March 2013 in the Amount of \$11,913.75

There was no discussion regarding this item.

Councilman Lob moved the item. Vice Mayor Windrem seconded the motion which was carried 5-0 on roll call vote.

9. Old Business:

(Agenda Item 9A was discussed after Agenda Item 9G)

9A) Appointments to Advisory Boards by the Mayor and Council Members

City Attorney Seiden said that Council could consider the Liaison appointments to the advisory boards at the next Council meeting on April 22nd. He said that the Council members should look at the Board members who were appointed by their predecessors and speak with them to see if they share the same views.

Councilman Bain asked about the guidelines for the Council Liaisons who attend the board meetings as far as the situation that occurred with the Architectural Review Board meeting. If nothing wrong was done during that meeting then it should be clear. If something wrong was done during that meeting then there should be guidelines so that it is not misconstrued. When he previously sat on Council for eight years, he was told by the City Attorney that something like what occurred during that meeting could not be done.

City Attorney Jan K. Seiden said that there is nothing currently in the code that deals with Liaison positions. If Council would like him to draft something then it could definitely be done. The Liaison position involves a Council member attending a Board meeting and sitting in the audience and listening to the meeting and not participating. If there is something that the Board has discussed that they feel is important and it needs to be discussed beyond what is in the minutes, the Liaison can mention it during a Council meeting.

City Attorney Seiden commented that another function of a Liaison is to ask questions such as if the Board has a question regarding how the Council feels about an issue or where they are going in a certain topic that involves that particular Board. Anything beyond those functions is not appropriate. The Liaison should not participate in the meeting or run the meeting.

Councilman Bain stated that on the premise when he was previously on Council, it was not allowed. He had to get permission from Council under guidance from the City Attorney to speak at the Memorial Committee. If there was nothing wrong with it then he is fine with it. He just would like for it to be clear because that was not what was conveyed to a lot of people that sat on Council in previous years.

City Attorney Seiden said that if the Council would like him to make the guidelines more codified and formatted, he would be willing to do so.

Councilman Bain commented that he did not want an ordinance to be made. He just wanted it clarified in front of the audience and whoever may be watching online or on the television.

(Agenda Item 9B was discussed after Agenda Item 9F)

9B) Update for Energy Consulting Services

City Manager Gorland read the memo as follows:

“The State of Florida issued an Invitation to Negotiate, number 973-320-08-1 in which 10 Energy Performance Contractors were qualified by the State to submit proposals for furnishing Energy Performance Contracting Services.

On February 4, 2013, the City notified by email all 10 Energy Performance Contractors, who qualified under the State of Florida contract Award, of the opportunity to work with the City of Miami Springs. Contractors were asked to respond to the City’s Statement of Interest no later than February 27th.

We received 3 responses of interest from ConEdison, ESG, and Trane. The evaluation committee consisting of Ron Gorland, Jan Seiden, Tammy Romero, and I all met with each company to discuss with them their overall programs.

At this point, we have directed all three vendors to provide their preliminary Audits on or before close of business May 8 2013. Once responses have been received we will begin our process of selecting an Energy Service Company. If necessary, the companies may be asked to participate in an Oral (Q&A) Presentation of which details will follow at a later date.

The next step thereafter would be for the committee to meet again and evaluate each companies overall response and rank them accordingly. A selection of an ESCO is expected by mid-May at which point a recommendation will be made to Council to award and enter into an Energy Savings Performance Contract with that company."

City Manager Gorland commented that there were questions regarding the status of this proposal. It is moving forward at a slow pace but there is not much influence he can have on it.

City Attorney Seiden explained that once a company has been chosen, a more complete audit will need to be done. Some of the companies have said that if they do the further study and the City decides at that point that they do not want to enter into the agreement, the City may be responsible for certain amount of dollars for them having performed the audit.

City Attorney Seiden stated that the quality of the reports that come back and the quality of the work the companies do will have to be evaluated. If the City were to agree to one of the three companies, they would then go ahead with the other audit.

Councilman Bain asked if any money has been spent on this proposal and City Attorney Seiden replied that only staff time has been spent on this proposal.

To answer Councilman Bain's question, City Attorney Seiden said that the committee will make a recommendation to Council as to which company to select based upon what is seen from their preliminary audit.

City Attorney Seiden clarified that funds will not be spent without Council's knowledge.

Councilman Petralanda said that he was disappointed that the proposal went to seven companies and there were only two responses.

City Attorney Seiden stated that the State of Florida had provided the names of ten companies that were qualified for the program and most of the work that they had done were for counties and not cities.

(Agenda Item 9C was discussed after Agenda Item 9A)

9C) Wall of Fame in the Community Center

City Manager Ronald K. Gorland read the memo as follows:

"The "Wall of Fame" project has been in discussion since November 2010 as indicated in Attachment "A". The City Council on November 22, 2010 discussed the creation of a "Wall of Fame" at the Community Center and at that time requested that the Recreation Commission make a recommendation. The Recreation Department respectfully requests that it be allowed to pursue this project from this point on."

Councilman Bain stated that he would like to hand over this project to Recreation Director Omar Luna to come up with the different criteria such as qualifications for being on the wall. Once he has the information, he can bring it back to Council and it can be discussed and voted on.

By consensus, Council agreed to reassign the “Wall of Fame” project to Mr. Luna.

City Attorney Seiden suggested that Mr. Luna look at some of the requirements that are in the Memorial Committee jurisdiction that would assist him.

Mayor Garcia recommended that companies that have been extremely supportive in youth sports and things of that nature may also be considered to be placed on the Wall of Fame.

(Agenda Item 9D was discussed after Agenda Item 9B)

9D) Strategic Plan Update

City Manager Gorland read the memo as follows:

“We are providing the newly elected Council with the attached Strategic Plan update that was reported to the previous Council back in November 2012. We are attaching reports for each major area covered by the plan along with status and FY2012-13 updates. This was the city’s first strategic plan update, so we had this report reviewed by both the responsible Department Heads as well as Mr. Bill Busutil so that we could have some level of assurance that we were proceeding appropriately. We are also providing Council with a copy of the City’s adopted Strategic plan; this plan is also online at the City’s website.

We will be using these reports each budget year in order to ensure that future budgets address the plan’s objectives. At the same time, these reports may be used by Council to track progress and to adjust the strategic plan as needed.”

City Manager Gorland asked that Council look over this plan update and advise him if they would like to make changes. It needs to be done quickly because it most likely will affect the budget process.

(Agenda Item 9E was discussed after Agenda Item 9C)

9E) Pool Renovation/Repairs Update

City Manager Ronald K. Gorland read the memo as follows:

“Since our last update on March 25, 2013, we have met with Skip Reed, Building Official, at length to discuss some alternatives for the pool project. At this point his involvement is crucial to the project. To date we have accomplished the following:

- 1. Spoke with several firms/individuals regarding interior pool repairs*
- 2. Determined that x-raying and Ground Penetrating Radar (GPR), thought to be non-invasive methods will not provide the information needed and at this time are not recommended.*
- 3. Obtained an expert opinion from YH Engineering, Inc. that the City should investigate the possibility of a new pool complex.*

4. *We learned that the deck is potentially a bigger problem than the pool itself.*
5. *Skip Reed, Building Official has scheduled for us to meet, beginning next Tuesday, with seven different firms to provide technical expertise regarding their professional recommendation of how to proceed (ex. drain pool, deck and pool assessment, sample testing, etc.)*
6. *A recommendation to City Administration and Council on how to proceed is expected for the May 13th Council meeting.”*

Mayor Garcia stated that Council appreciates the update and to let them know if there is anything that they could do, but Council is just waiting for the final results.

City Manager Gorland said that based on this update, it looks like the pool will be drained. Once the pool is drained and start testing it, the pool may not re-open again. Information will be brought back to Council and hopefully the decision can be made at the next meeting as to whether the pool can be drained and tested.

(Agenda Item 9F was discussed after Agenda Item 10I)

9F) Code Compliance Presentation

City Manager Ronald K. Gorland stated that he asked Mr. Ziadie to make this presentation, which is a preliminary to discussions that Council will need to have in the future at a Workshop meeting or separately on an agenda by agenda basis.

Building and Code Compliance Director Harold “Tex” Ziadie provided Council with a presentation. He was asked by City Manager Gorland to give a brief update on what their current state is in terms of Code Compliance. Regarding the staff, there is one full-time Code Compliance Officer, one part-time Code Compliance Officer, and one open position for a part-time Code Compliance Office that is vacant to assist with the budget this year.

Mr. Ziadie commented that he also fills in as one of the Code Compliance Officers when needed. Over the last 18 months, they have had 100% turnover of all office personnel. Employees needed to be re-trained and they just now are getting their feet under them and the department is running very well despite all of that. They have maintained their Code Compliance presence on the street. From January 2012 to December 2012, there were 1,797 new Code Compliance cases.

Mr. Ziadie said that 562 of those cases were non-code related because cases are also for garage sales, survey inspections and re-occupancy inspections. He noted that 122 of those cases were certificates of re-occupancy. Of those, ten cases were commercial properties.

Councilman Bain asked what the cost is for processing the violations to the City and Mr. Ziadie replied that it is the cost of the employees and most of the work is done on the computer. The paperwork that is generated is pre-printed.

Mr. Ziadie continued stating that from January of this year to the present there have been 419 cases and 147 of those were non code violations, 30 were certificates of re-occupancy, and 4 were commercial properties. Their current focus is residential sweeps and complaint response. The reason that sweeps are conducted is to prevent the constant complaints of selective enforcement. Over the last year they have done sweeps for recreational vehicles, commercial vehicles, inoperable vehicles, houses without proper street numbers on them, etc.

Mr. Ziadie explained that he receives a lot of anonymous complaints and they are all investigated. When an officer is driving around and sees a violation, they will respond to it. Some of the success the department has had is the conversion of the City and the commercial sector to the color palette. There were many properties in the central business district, especially on Westward Drive, that were in need of maintenance. He showed images of properties on Westward Drive that were re-painted or fixed over the last two years.

Mr. Ziadie commented that there are two types of violations. The first type of violation is called the civil infraction which is a violation that can be penalized by Code Enforcement writing a ticket for a specific amount. The first step taken on most civil infractions is to notify the person that has the violation to correct the infraction or after a certain amount of time if they do not correct it they will be subject to receiving the ticket. The second step is to issue the ticket and if they still do not comply then the last step would be to bring them in front of the Code Enforcement Board.

Mr. Ziadie said that some examples of civil infractions include illegal parking of recreational vehicles, inoperable vehicles, commercial vehicles, improper tree pruning, work without a permit, businesses operating without a license, and safety or sanitary violations. The second type of violation is a normal violation. Tickets cannot be written for this violation. The first step is to give the resident or property owner a courtesy notice advising them of the violation and allowing them a certain amount of time to comply. If they do not comply, they are given a notice of violation which is a formal letter that goes to their house, again giving them additional time to comply.

Mr. Ziadie continued stating that if the resident or business owner still does not comply, they are issued with a summons to appear before the Code Enforcement Board. They are empowered to levy fines against them, pull liens on the property and take other steps to try to bring them into compliance. Some examples of normal violations include maintenance of property such as painting and cleaning it, noise violations, improper trash disposal, and improper plantings.

Mayor Garcia asked for an example of a noise violation and Mr. Ziadie replied that if someone calls to complain that a neighbor is having a party and the noise is excessive and it is 11:00 p.m. then Code Enforcement would go to the home and give them a courtesy notice. Often times, this situation occurs after hours and the Police Department would deal with it.

Mayor Garcia asked if there was a set time when a noise violation could be issued and Mr. Ziadie said that technically there is not a set time. The noise code is in place 24 hours a day but there are certain types of noises that are restricted from the hours of 10:00 p.m. to 7:00 a.m. such as a bar, operating music on a loud basis, construction equipment and garbage trucks.

To answer Mayor Garcia's question, Mr. Ziadie stated that lawn equipment is not specified in the code but in his opinion it would fall under construction equipment.

Mr. Ziadie commented that the crime sweep began on April 1st. Code Enforcement looked for excess material on the properties. He showed examples of violations and said that the majority of violations take place in carports and open backyards.

Mayor Garcia clarified that these violations are because they are visible from the street.

Mr. Ziadie stated that there are a number of codes that were previously discussed with Council that need some updating which include commercial vehicles, signs, feeding of animals in public places, noise, dumpster enclosures, trash pickup regulations, and wall mural regulations.

Mayor Garcia is glad to hear that Code Enforcement is performing the crime sweep. He asked if Council could be provided with a checklist of the general procedures that are conducted for violations.

City Attorney Seiden explained that there are two types of cases. One case is if staff determines whether there is a health violation. The City Government must protect all citizens and in some cases that entails dealing with other citizens. If it is an emergency condition, other steps may be taken. If a situation was in very poor condition, then he can file an emergency lawsuit on the base of nuisance, but fortunately it has never reached that point.

City Attorney Seiden commented that the Department tries to get residents and business owners to comply by being reasonable, although it is not as simple because there are always those cases where there are extra jurisdictional remedies and staff can go that extra yard in emergency conditions.

Mr. Ziadie stated that there have been some cases where they have no alternative but to go to the extreme. Within the last four years, he has taken two properties in Miami Springs to the Unsafe Structures Board and had them demolished.

City Manager Gorland would like to know if Council is going to approach the list of changes with Workshop meetings or to attempt to do one code section at every meeting, which has been successful but somewhat time consuming.

Mayor Garcia suggested putting a couple of the proposed changes on the next agenda.

(Agenda Item 9G was discussed after Open Forum)

9G) Paperless Agenda Implementation

City Manager Ronald K. Gorland stated that this item is in regards to the paperless agenda implementation. During the budget process last year, part of the presentation was about going paperless which would create significant savings. The last part of the process is to select the hardware and software that is going to be used on the dais. I.T. Director Jorge Fonseca has been giving the Council members an iPad to practice with and it has been working very well. He read the memo as follows:

“Per attached minutes regarding the subject, everything that is needed to accomplish subject is now in place and well tested. However, the final piece that is required to complete implementation of our paperless agenda is to select the hardware and software that each of us sitting up here will be using. The hardware/software configuration is recommended by other cities that went paperless, and used by us to date for testing, which has worked extremely well, is an iPad with Adobe Reader (the cost of which was previously approved by Council). Our recommendation is to move forward with this configuration over the next two weeks with a target of outfitting and training each person up here so that our next meeting can be paperless (or at least a transitional paper to paperless meeting).”

City Manager Gorland commented that some Council members have already had the opportunity to test the iPad. It works very well, but it is not the only instrument that is available. In discussions with other cities that are relative to the size of Miami Springs, what was heard most often was the use of the iPad. Mr. Fonseca is present tonight should Council have any questions. He recommends that everyone use the same hardware/software to make things easier from a maintenance and communication standpoint.

Councilman Lob stated that he has been a proponent for the iPad since the first discussion of it. He has been waiting anxiously for the City to get to this point and he believes that the savings are going to help the City tremendously. There are also other areas to look at in the future with electronic storage.

To answer Councilman Bain's question, City Manager Gorland said that this implementation has been budgeted.

Councilman Lob moved the item. Vice Mayor Windrem seconded the motion, which carried 5-0 on roll call vote.

Mayor Garcia stated that he would like for Council to be able to choose the cover of their liking for their iPads within a certain price range.

City Manager Gorland commented that meetings will be set up with the Council members to teach them the basics of the iPad.

(Agenda Item 9H was discussed after Agenda Item 9D)

9H) Capital Expenditures Over the Next 5-10 Years

City Manager Gorland read the memo as follows:

"In order to prepare for the upcoming budget season, we requested that our Department Heads review their operations and provide us with a listing of critical infrastructure needs as well as non-critical (wish list) items.

We are providing Council with a departmental report showing the critical capital requirements expected over the next 5-10 years, as reported to us by the individual Department Heads. We have also provided a non-critical "wish list" column showing items that are not critical needs but would enhance both the esthetics of our City as well as improving services to our residents.

We are also providing Council with an updated report showing the fund balance designations as approved by the previous Council (attachment A). These designations can be changed or adjusted by Council majority vote at any time during the fiscal year. Attachment C is the proposed schedule for this year's budget process, we will kick off on May 14th with the Departments; workshops are scheduled for August 5th and 19th.

We hope this information will be useful to Council as we move along with our budget workshops during August 2013."

City Manager Gorland commented that this item is incomplete. He noted that the City recently was informed about another \$1MM that they were urged to spend without any real definition.

To answer Councilman Bain's question, City Attorney Seiden stated that the storage tank is a long-standing DERM violation that was discovered when the ill-fated storm water project was done that did not go forward. A refund was given back to the City from Post Buckley, but as a result of that it stirred the pot and they remembered there was a violation; as part of the negotiating settlement, Post Buckley authorized the removal of the tanks and the installation of new high end fiber glass tanks for the equipment shed.

To answer Councilman Bain's question, City Manager Gorland stated that the \$25,760 was already spent as well as the \$60,120.

9I) Affordable Care Act and its Effects on the City's Budget

City Manager Gorland noted that this item is still in the development stage. He read the memo as follows:

"In order to prepare for the upcoming budget season, we requested that our Health Benefits Consultant, Mr. Bob Shafer, conduct a presentation on Thursday, April 4, 2013 to all Department Heads regarding the upcoming changes to health care taking effect on January 1, 2014.

We are attaching a fact sheet and key terms sheet that provide a wide overview of the new law. The following are the key areas that will likely affect our City for FY2013-14:

1. All part time employees will be limited to 29 hours weekly, if an employee works more than 29 hours the City will be required to offer them health insurance coverage."

To answer Councilman Bain's question, City Attorney Seiden replied that one extra hour during one week out of the month will not be an issue but if it is one extra hour per week it will be an issue.

"2. It is expected that the Aetna renewal rate for next fiscal year will be at a minimum a 15-20% increase.

3. Medicare payroll deductions which are now 1.45% will increase to 2.35% beginning January 1, 2014. This means employees will have lower take home pay and the City which matches the rate will also pay 2.35%.

There are other requirements to the new law, however those are not expected to affect us in any significant manner other than administrative work.

As we receive more information we will certainly share it with Council since we need to determine the additional costs for the upcoming budget process."

City Attorney Seiden stated that with Council's permission, he is going to create an ordinance that is going to be placed in the civil service code section which is going to state that no employee, other than full-time employees, can work more than 29 hours per week. He explained that there are a lot of questions to be answered and Mr. Shafer recommended that the City contact a Benefits Consultant.

Councilman Lob asked what would happen if there is a part-time employee that works only during the summer and goes over the 29 hours on a consistent basis and Mr. Gorland replied that they would not be able to receive health care benefits.

Assistant City Manager/Finance Director Alonso explained that there are seasonal employees and they may work 40-hours, but not all year round and this was one of the questions that needs a legal opinion.

City Attorney Seiden clarified that there would be penalties imposed by the federal government for non-compliance to help reimburse the program. There are many questions that do not have answers at this point. Part of the Act will go into effect on January 1, 2014 and the rest will be done in phases. The first year, the government may be more lenient with errors that are made.

Mr. Alonso said that in regard to the expected increase in the AETNA health insurance, it might not affect the City this year since the contract is renewed in October, but it will affect the City next year.

10. New Business: *(Agenda Item 10A was discussed after Agenda Item 9E)*

10A) Recommendation that Council Approves the Facility Agreement with Miami-Dade County Aquatic Club, Inc. (MDCAC) for a 1-year Period Beginning on May 1, 2013 and Ending on April 30, 2014

City Manager Ronald K. Gorland read the memo regarding the Miami Dade County Aquatic Club Agreement (MDCAC). MDCAC is a very popular program in Miami Springs that provides our community with an opportunity for our children to learn to swim at a very high competitive level. The proposed agreement is for one year. MDCAC agrees to pay the City a monthly use fee of \$1,000 which is due, in advance, on the first of each month commencing May 1, 2012 and ending with final payment on April 1, 2013. Payments received more than 10 days after the due date will be subject to a \$20 per day late payment fee.

City Manager Gorland commented that MDCAC acknowledges its review and understanding of certain City reports and other documents describing the current condition of the City pool and the potential actions that may be taken by the City. MDCAC further acknowledges and agrees that the term of this Agreement may be prematurely terminated, in the City's sole and exclusive discretion, to allow for whatever actions the City deems appropriate for the City pool.

Councilman Lob stated that he wants to ensure that MDCAC is aware of the issues that the City is facing.

Recreation Director Luna said that he has met with MDCAC on a couple of occasions and ever since he was aware of the issue with the pool, MDCAC has been advised on every step that has been taken. They are a very important key component to the pool and they should be informed of what is happening.

City Attorney Seiden clarified that there would be no liability if the pool had to be closed prematurely.

Councilman Petralanda asked if it made sense to drain the pool before the summer and City Manager Gorland replied that if and when this project begins, it will be done in the late fall.

Councilman Lob moved to approve. Vice Mayor Windrem seconded the motion, which was carried 5-0 on roll call vote.

10B) Recommendation from the Education Advisory Board Regarding Asking the City Council to Authorize Representation to the Board from Public Works, Police and the Chamber of Commerce in Order to Achieve the Collaboration Between the City and Miami-Dade County Public Schools

City Manager Ronald K. Gorland stated that this is an Education Advisory Board recommendation based on their actions taken at their meeting on March 19, 2013. A motion was passed to recommend that the City Council authorize representation to the Board from Public Works, Police and the Chamber of Commerce in order to achieve the collaboration between the City and Miami-Dade County Public Schools.

City Manager Gorland recommended that Council defer this request until the next meeting since he did not have time to examine it and the City has nothing to do with the Chamber of Commerce. Mr. Alonso is the Staff Administration's representative to the Education Advisory Board and he is very familiar with education and can handle this assignment.

By consensus, Council deferred the item to the April 22nd meeting.

11. Other Business:

11A) Scheduling of Executive Session for Thursday, April 25, 2013 at 6:00 p.m.

City Manager Ronald K. Gorland stated that there is limited availability for the meeting date, based on Jim Linn's schedule.

A notebook with information was distributed to Council regarding the upcoming P.B.A. negotiations that will be the basis of the Executive Session, according to Mr. Gorland.

At the Mayor's request, Mr. Gorland offered to provide the information digitally since it is open to the public.

Council scheduled an Executive Session for Thursday, April 25, 2013 at 6:00 p.m.

12. Reports & Recommendations:

12A) City Attorney

City E-mails

City Attorney Seiden advised Council members to use their City e-mails for any city related discussions; not their private e-mail. If someone were to submit a public records request for an e-mail and it is in their personal e-mail, the City will have to look through their private e-mail for the city related e-mail.

Councilman Lob said that if someone e-mails a Council member on their private e-mail, forward it to their city e-mail and respond from the city e-mail address and ask them to please send further e-mails to the city e-mail address.

Mayor Garcia also suggested carbon copying the City Clerk so there is record of the Council member asking the person to communicate through the city e-mail address.

Congratulations

City Attorney Seiden congratulated the new members of Council. He is certain that they will do a fine job. If they ever have any questions they may contact him at any time.

12B) City Manager

Congratulations

City Manager Gorland congratulated the new Council members and he is looking forward to working with them.

12C) City Council

Thank You

Vice Mayor Windrem thanked the current Council and staff that have been very helpful in getting the new Council members up to speed. He is very excited and eager to begin.

Springs River Festival

Councilman Bain commented that the Springs River Festival was a lot of fun.

Fishing Tournament

Councilman Bain recognized Bernie and Kathy Haro who organized the fishing tournament for the Optimist Club and do it because they love the sport. He also recognized Iggy's Bait Shop who donated fishing poles and equipment. He would like more fishermen to get involved in the event and suggested being more lenient during tournament time so that the children can fish in the Miami Springs' lakes. The contestants were very responsible with releasing the fish after they were caught.

Congratulations

Councilman Bain congratulated the new Council.

Congratulations

Councilman Lob congratulated Council and looks forward to working with everyone.

Constantino Hernandez

Councilman Petralanda commended Constantino Hernandez for the type of race he ran and for being present tonight.

Springs River Festival

Councilman Petralanda reported that he had a lot of fun at the Springs River Festival. This year was tremendous with a great turnout and it was well organized.

Thank You

Councilman Petralanda thanked City Manager Gorland for his help and the time he spent with him in preparation for the debate and for tonight's meeting.

Congratulations

Mayor Garcia congratulated Council for putting themselves out in the public light and for their public service.

Community Center

Councilman Bain reported that tonight is the third year anniversary of the opening of the Community Center.

City Council

Mayor Garcia stated that this will be probably the best City Council that has served the City of Miami Springs in a very long time. He sees Council moving forward and wanting nothing but the best for Miami Springs.

13. Adjournment

There being no further business to be discussed the meeting was adjourned at 9:06 p.m.

Zavier M. Garcia
Mayor

ATTEST:

Magalí Valls, CMC
City Clerk

Approved as _____ during meeting of:

Transcription assistance provided by Suzanne S. Hitaffer and Elora R. Sakal.

Words ~~stricken through~~ have been deleted. Underscored words represent changes. All other words remain unchanged.



DRAFT

City of Miami Springs, Florida

The **Architectural Review Board** met at 7:00 p.m., on Wednesday, April 3, 2013 in the City Hall Council Chambers.

1) Call to Order/Roll Call

The meeting was called to order at: 7:04 p.m.

The following were present:

- Chairman Marc Scavuzzo
- Vice Chair Ana Paula Ibarra
- Joe Valencia
- Fredy Albiza
- Valentine Soler

Also present: Board Secretary Elora R. Sakal

2) Approval of Minutes:

Minutes of the March 6, 2013 meeting were approved as written.

Vice Chair Ibarra moved to approve the minutes as written and Board member Soler seconded the motion, which carried unanimously on voice vote.

3) Old Business: None.

4) **New Business:**

a. Sunshine State Law Video

Board members viewed the Sunshine State Law Video.

b. Green Space for Commercial Purposes

Board member Soler commented that at the next meeting, he will show the Board members another photo of a green space that is being used for commercial purposes.

Vice Chair Ibarra clarified that there was an RFP for the area on Curtiss Parkway that Board member Soler brought up at the last meeting, but it disappeared.

Chair Scavuzzo requested information regarding a possible agreement between the owner of the Aldo Bartolone shopping center and the owners of Harvest Moon. He also requested the variance information for those areas.

Discussion ensued regarding the lack of parking for the Aldo Bartolone shopping center and a previous RFP that was created to make more parking on Curtiss Parkway.

The Board requested a copy of the RFP that was created for the parking on Curtiss Parkway.

Board member Albiza noted that if the Board can come up with a plan, it would be good to recommend it to the City Council.

Vice Chair Ibarra requested information on the parking situation for the Italian restaurant that is being renovated.

Board member Albiza commented that the parking could have been grandfathered-in for that building space.

Board member Soler stated that the area on Curtiss Parkway does not look good and if something could be implemented for that area then it would beautify the City.

Board member Albiza clarified that it would be beneficial for the Board to agree on a rough plan for that area to submit to Council and get permission from them to move forward on the plan.

c. Color Palette

Chair Scavuzzo commented that the colors on the Community Center are not part of the color palette. He would like to see those colors added to the color palette.

Board member Valencia made a motion to recommend to Council that the colors on the Community Center be added to the color palette. Board member Soler seconded the motion which was carried unanimously on voice vote.

Vice Chair Ibarra suggested creating some type of incentives for businesses to, in turn, potentially bring more business.

Board member Albiza said that he does not believe that is the key. Any advice that the Board gives needs to take both things into consideration and realize what business is coming in and what potential negative and positive effect it might have towards that business and weigh them both out.

d. Suggestions or Modifications to the Code

Board member Valencia commented that he researched mission statements from other Architectural Boards. He read the mission statement from Southwind Lakes as follows:

"The mission of the ARC is to consider the rights and interest of its residents, balanced with the legitimate concerns for the preservation of environmental resources, harmonious design and aesthetic considerations in order to manage the continued evolution of the appreciating beauty of the community." (attached for the record).

Board member Valencia also read a mission statement from Newport Beach as follows:

"The primary mission is to preserve the value, desirability, attractiveness and architectural integrity of Newport Beach Townhouses, and to aid the Board of Directors in developing a "vision" of our complex in the future." (attached for the record).

Board member Valencia stated that the mission statement from Newport Beach covers the roles for the green space if this was their mission statement. He did not see a mission statement in the code for the Architectural Review Board.

Board member Albiza asked if there was a mission statement for the Architectural Review Board and Board Secretary Sakal replied that as Councilwoman Ator previously stated, Council removed all the duties from the Architectural Review Board.

Board member Valencia said that he still feels that the Architectural Review Board should have a mission statement so there is knowledge of what the Board's purpose is.

Board member Albiza asked Board member Valencia if he would be willing to draft a mission statement for the Board and send it to the Board Secretary so she can forward it to the rest of the Board members for review and discussion at the next meeting and Board member Valencia replied in agreement.

Chair Scavuzzo asked if Mayor Garcia could come to the next meeting and Board Secretary Sakal responded that he may request the attendance of the Mayor for the next meeting.

To answer Board member Soler's question, Board Secretary Sakal clarified that to speak with Council members, Board members can attend a City Council meeting and speak on open forum, Council can be contacted by telephone or a Board member can request their attendance during a meeting.

Board Secretary Sakal commented that Boards do not have the authority to enforce anything. They solely make recommendations to the City Council.

Board member Albiza noted that each Board also has a Liaison and that would be another means of getting information to the Council.

Chair Scavuzzo asked if he can meet with Mayor Garcia in the conference room of City Hall and Board Secretary Sakal replied that Chair Scavuzzo can set up a meeting to speak with Mayor Garcia.

Board member Albiza suggested inviting Mayor Garcia to a meeting to discuss the mission statement.

Discussion ensued regarding the need for a mission statement.

Board member Albiza commented that it would be a good idea to make a presence at the City Council meeting on Monday night.

Chair Scavuzzo would like to set up a meeting with Mayor Garcia in the conference room at City Hall.

Board Secretary Sakal asked if the Board still wanted to request Mayor Garcia's attendance for the next meeting and the Board agreed to wait until they have drafted a mission statement.

Vice Chair Ibarra would like to know if there is a current mission statement for the Architectural Review Board and Board Secretary Sakal responded that she will look for that information and let the Board know.

Board Secretary Sakal clarified that the Architectural Review Board Liaison will be Jaime Petralanda.

Discussion ensued regarding the Coral Gables Architectural Review Board.

Vice Chair Ibarra stated that Councilwoman Ator commented at the last meeting that former Board member Mark Trowbridge is the President of the Coral Gables Chamber. She suggested inviting him to a meeting to inform the Board of what they were previously working on and what happened.

Board member Albiza said that they should wait on inviting former Board member Trowbridge to the meeting until they speak with Mayor Garcia.

Chair Scavuzzo asked if the Board ever made a recommendation for a review process for additions or new homes and Vice Chair Ibarra responded that she did not know.

Board member Valencia commented that from what he understood before, the intent of this Board was not for residential development, which was the wish of the leadership of the City, because they did not want to impose on what people did to their own homes and property. The Board's intent was for commercial development.

Vice Chair Ibarra stated that the Architectural Review Board's intent should include residential development.

Board member Valencia suggested that if the City is going to have an Architectural Review Board, the Architectural Review Board members should advise Council on the aesthetics, the good, the bad or the indifferent projects that are coming through the City.

5) Other Business:

Vice Chair Ibarra would like to have a copy of the Calvin Giordano project.

Vice Chair Ibarra would like to request the attendance of Councilman Jamie Petralanda at the next meeting.

6) Adjournment

There was no further business to discuss and the meeting adjourned at 8:18 p.m.

Respectfully Submitted,

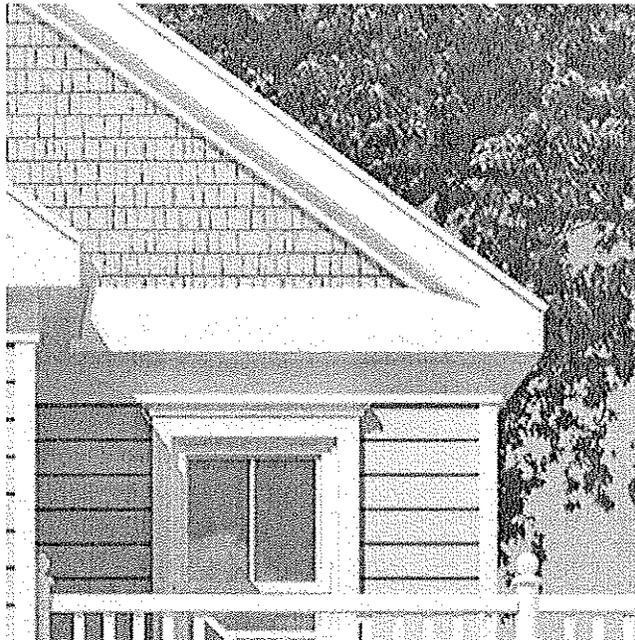
Elora R. Sakal
Board Secretary

Approved as written at meeting of:

The comments, discussions, recommendations and proposed actions of City Citizen Advisory Boards do not constitute the policy, position, or prospective action of the City, which may only be established and authorized by an appropriate vote or other action of the City Council.

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Architectural Review



Mission Statement

Southwind Lakes Architectural Review Committee

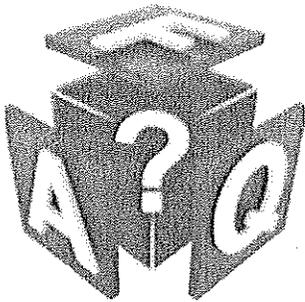
In a manner that is responsive and understanding to the residents of Southwind Lakes, it is the Mission of the ARC to consider the rights and interests of its residents, balanced with the legitimate concerns for the preservation of environmental resources, harmonious design and aesthetic considerations in order to manage the continued evolution of the appreciating beauty of the community.

The Architectural Review Committee will work with property owners, through a process of application, review and enforcement to ensure that any additions or modifications to the exteriors of the homes within the community are fully in compliance with the Southwind Lakes Association Documents, community standards, and any local codes required by any agency having jurisdiction over the improvement. The Architectural Review Committee shall:

- Fulfill the requirements of the Association Documents for approval and control of improvements and maintenance.
- Provide timely response to requests for improvements.
- Amend and publish new guidelines for improvements to ensure that the beauty, property value and quality of life in Southwind Lakes are maintained.
- Assure the improvements are architecturally consistent and comply with Community-Wide Standards.
- Recommend enforcement actions to the Southwind Lakes Board of Directors.

For over 30 years, the Southwind Lakes f/k/a American Homes Board of Directors and its Architectural Committee have administered the original architectural criteria prepared by the developer. As time has passed and new building products have appeared, the Directors, in conjunction with the committee's recommendations have decided to update these criteria to allow for new Architectural Guidelines.

These guidelines control the exteriors of all homes, which will include the buildings and all improvements. These principals have formed a living document that is not intended to stifle creativity but to encourage the normal and harmonious use of one's own property. These guidelines may be adjusted from time to time as the Board deems necessary.



Go Directly to
Frequently Asked
Questions

Committee Members



The Architectural Review Committee Members are expected to:

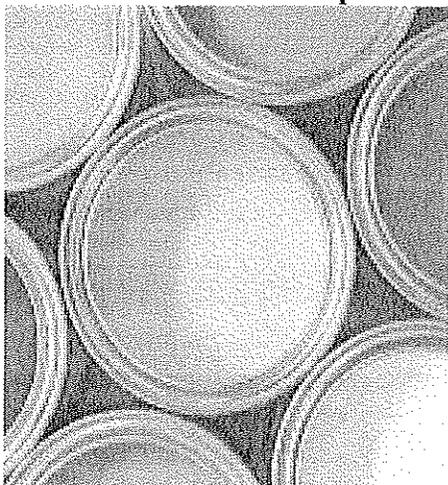
- Be model citizens of Southwind Lakes following the Covenants, By-Laws and Rules and Regulations in spirit as well as stated in the documents.
- Conduct their review with an unbiased method and apply consistent standards to all decisions.
- Convene at regular intervals to provide timely service to the community.
- Insure complete records are kept of requests and ARC decisions.
- Require plans with sufficient detail to assess completed improvements for compliance with an ARC request.
- Create new architectural guidelines for adoption by the Board, as necessary, to maintain and improve the aesthetics of the community while ensuring the improvement is in harmony with the neighborhood.
- Bring to the attention of the property manager, Violation Control Committee or Board, violations to the Covenants and Rules and Regulations.
- Follow up and review the completed improvement for compliance with the conditions of the approved request.

Procedural Guidelines for Homeowners

The Architectural Control procedures were established to help in maintaining the beauty and feeling of Southwind Lakes. Although the procedures are backed up by the deed covenants and the documents of the Association, their real strength lies in the voluntary support and compliance with the established guidelines.

If you are contemplating exterior repairs, building component replacements, or additions to your residence, you are required to submit documents depicting the proposed changes, with the necessary backup material, to the Architectural Committee for approval. Since the Committee reviews additions or changes for its architectural value in relationship to surrounding structures, more extensive drawings in addition to the layout shown may be required for structures such as patio enclosures, storage sheds, home additions, swimming pools, and front elevation changes. At minimum, a front and side view or an isometric view may be required. ***Architectural approval is necessary prior to the homeowner submitting for a Palm Beach County building permit.***

These submissions shall pertain to all exterior components, some of which are listed below:



- Windows or doors
- Garage doors
- Exterior siding
- Exterior painting
- Roofing
- Fences
- Driveways
- Pool
- Awnings, Screen structures, gazebos
- Sheds
- Landscaping
- Addition to home

Submission process for review of improvements shall be as follows:

Unless specifically stated otherwise, ALL improvements must be submitted for review to the ARC BEFORE construction or installation begins. If prior written ARC approval is not obtained, homeowner may be subject to enforcement per the Association Documents. The following is the process for the review and approval of the improvements:

1. The homeowner shall complete the Architectural Review Request Form.
2. The homeowner shall be required to submit all the necessary drawings and documents for submission to the Architectural Committee.
3. Required documents should consist of, but not be limited to, the following:
 - Survey together with site plan showing all easements, property lines and proposed construction, dimensions from the property line, adjacent structures, decks or patios.
 - Exterior photograph recommended.

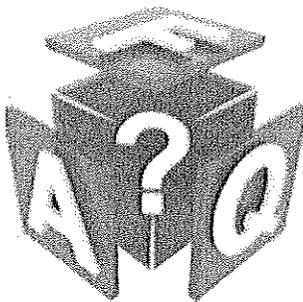
- Drawings of layout of improvement in both plan view and elevation view.
- Material brochures, samples of material to be used (if required), approved color selections, approved paint charts, certifications, etc.
- All necessary Southwind Lakes Homeowners' Association forms.
- All necessary documents from utilities if improvement encroaches upon an easement.

4. Submit all documentation to the ARC Committee either by email, arc@swlhoa.com; regular mail to Southwind Lakes Homeowners Association, 6413 Congress Avenue, Suite 200, Boca Raton, Florida 33487; or hand deliver to the next regularly scheduled ARC Committee meeting.

5. The Architectural Committee shall have 30 days to review these documents. Notice will be provided by either email, phone or by personal contact. One copy of the reviewed request (approved, approved with conditions, deferred or declined) will be delivered by first class mail. In the event of disapproval, the deficiencies shall be noted.

6. Upon the committee's approval, the homeowner is responsible for obtaining all necessary permits (if required) and must provide a copy of the permit to the ARC committee. The homeowner is responsible for ensuring that all work (improvements) meets or exceeds the existing codes, standards, and regulations of federal, state, and Palm Beach County. Regulatory specifications take precedence over an ARC requirement.

7. A member of the ARC may review the completed improvement for compliance with the conditions of the approved request. Files will be maintained for at least seven years to provide continuity of approval in the case of changing ownership of a property.



Frequently Asked Questions

- I have filled out an Architectural Review form. How do I submit it?
- What forms must I include with my submission?
- How soon will I know which meeting my submission will be reviewed?

- How long does it take to get approved?
- What specific items do I need permission for before I can proceed with the work?
- What do I need to do to get an approval to paint my home?
- Does repainting my home the same exact colors as before require an approval?
- How do I obtain a color chart?
- Do I have to get an approval to put a new roof on my home?
- Do I have to submit samples of the roofing material I want to use?
- Do I need approval to repair my roof?
- Do I need approval to landscape my property?
- Do I need approval to cut down or trim trees?
- If I want to install a fence what procedure do I have to follow?
- If I live on a lake can I install a dock?
- Do I need approval to complete home repairs or perform maintenance to my home?
- I think a resident may be violating the ARC Guidelines or performing work without approval. Who should I contact?
- What is the rules regarding satellite dishes?
- What is the rule on solar panels ?

Q: I have filled out an Architectural Review form. How do I submit it?

A: There are several ways to submit your request for architectural review. After completing the form and including all required documentation you can:

- Fax all information to our property management company, Crest Management Group at 561 994-2242. Send it to the attention of Steve Unger, our current property manager.
- Mail all information to our property management company, Crest Management Group at 6413 Congress Avenue, Suite 200, Boca Raton, Florida 33487.
- Email the application and all required documentation to arc@swlhoa.com
- Hand deliver application and all required documentation to the next scheduled Architectural Review Committee meeting (refer to the calendar for date and time).

Back to FAQ'S

Q: What forms must I include with my submission?

A: Please refer to the Submission process for review of improvements line number 3. Also there is a list of required documentation that accompanies the architectural review form. Remember, if you are unsure of exactly what is required to accompany your submission contact the committee at arc@swlhoa.com

Back to FAQ'S

Q: How soon will I know which meeting my submission will be reviewed?

A: Reviews normally occur once per month at the regularly schedule committee meeting. If you email your application and information ahead of time it may be reviewed prior to the committee meeting and you will be notified if any additional information is required prior to the meeting. If you hand deliver your submission the night of the meeting, it may not be approved until the following committee meeting if additional information is required.

[Back to FAQ'S](#)

Q: How long does it take to get approved?

A: Normally, the process does not take longer than 30 days.

[Back to FAQ'S](#)

Q: What specific items do I need permission for before I can proceed with the work?

A: Please refer to the Procedural Guidelines for Homeowners section on this page above.

[Back to FAQ'S](#)

Q: What do I need to do to get an approval to paint my home?

A: Along with a completed application there is a color pallet that has been established for Southwind Lakes. You may select the paint color from the approved color charts or you may include your own paint samples for consideration. If you are submitting your own color you must provide the committee with a sample of the color. Paint samples should be “chips” you get from the store you would be purchasing the paint from or from a catalog.

[Back to FAQ'S](#)

Q: Does repainting my home the same exact colors as before require an approval?

A: Yes. If you are painting your home using the same exact colors, you may apply to the ARC to request a quick approval. If your request is an exact “like-for-like” the ARC chairperson can authorize an immediate approval. Only when this authorization is given can you begin the requested action.

[Back to FAQ'S](#)

Q: How do I obtain a color chart?

A: Contact the committee at arc@swlhoa.com and arrangements will be made for you to receive one.

[Back to FAQ'S](#)

Q: Do I have to get an approval to put a new roof on my home?

A: Yes, any project that changes the exterior appearance of your home or property must be reviewed and approved in advance by the ARC.

[Back to FAQ'S](#)

Q: Do I have to submit samples of the roofing material I want to use?

A: Yes. To apply to re-roof your home please fill out an architectural review form and include the roof color samples. The roof sample can be from a color catalogue or a piece of the actual material.

[Back to FAQ'S](#)

Q: Do I need approval to repair my roof?

A: No. Provided you are using an exact “like-for-like” material you do not need to get approval to make repairs.

[Back to FAQ'S](#)

Q: Do I need approval to landscape my property?

A: Depending on the work, yes. You have several options regarding landscaping, however you will always need approval, regardless of the type of plant, when you want to place it in any easement or homeowner association property. If you are planting trees, shrubbery or trees you need approval. If you are re-sodding, adding or replacing accent flowering plants, mulching, or planting in decorative pots you do not need approval.

[Back to FAQ'S](#)

Q: Do I need approval to cut down or trim trees?

A: Yes. All tree limbing, with the exception of trimming dead palm fronds, or removals, including palm trees require prior approval from the ARC. This is independent of the size or height of the tree. While limbing may seem to have a minimal impact on your property, the ARC does restrict the amount and type of limbing allowed. This is to protect trees from being over-limbed, which may cause tree decline or death. You must place a ribbon around the trees proposed for action in conjunction with submitting your request so it can be reviewed. With your request you will want to include a diagram indicating the location and number of the trees, and include a detailed description of the work to be done. Please also be clear on the type of limbing to be completed whether it involves removal of only dead limbs, removal of the lower limbs, or selectively thinning in the upper crown of the tree.

[Back to FAQ'S](#)

Q: If I want to install a fence what procedure do I have to follow?

A: You must provide a survey of your lot showing the exact location of the fence. You must provide an illustration, picture or sample of what type of fence you want to erect. If you intend to cross an easement you must get the appropriate forms completed from each utility indicating that they are allowing you to cross their easement. If you live off one of our 7 lakes you may not place a fence across our Lake Maintenance Easement (the exact location is shown on your survey). Refer to the “guidelines for information to be provided with request” that is included as an attachment to the request form for specific information.

[Back to FAQ'S](#)

Q: If I live on a lake can I install a dock?

A: Yes. The Southwind lakes Homeowners Association does allow homeowners who live on lakes to construct docks. A plan has been develop which depicts the dock design that you are allowed to construct. Since the property that the dock shall be constructed upon is owned by the association. Southwind Lakes must apply to the building department for the building permit.

[Back to FAQ'S](#)

Q: Do I need approval to complete home repairs or perform maintenance to my home?

A: Yes but it depends on the work performed. All modifications that change the exterior appearance of your home or property require prior approval by the ARC. In cases of property damage as a result of an accident or storm, a homeowner may implement whatever emergency repairs are needed, but post-project approval is still required. If you are implementing like-for-like replacement, in which the final appearance of the home will not change, then you do not need approval from the ARC. Only when the outside appearance of the home will change, then ARC review is needed.

In either scenario, emergency repairs or planned repairs, if the modifications change the exterior appearance of your home you will need to submit an application to the ARC. Please describe the scope of the project and include any relevant diagrams or photos. Please include whether or not the repairs will be implemented immediately and if there will be any additional non-emergency work. Finally, we suggest all homeowners contact the Palm Beach County Building and Zoning Department as some home modifications require prior County approval.

[Back to FAQ'S](#)

Q: I think a resident may be violating the ARC Guidelines or performing work without approval.

A: Compliance and enforcement of the Southwind Lakes governing documents is a key element in maintaining the aesthetic quality of our community. Volunteers and staff work to ensure compliance through positive outreach and proactive education. When a resident or property is found to be out of compliance we work with the property owner to find the best means to reach a successful resolution. In many cases, a simple adjustment or application to the ARC will resolve a compliance issue. In situations where the resident is unwilling to engage with Southwind Lakes, additional enforcement may ensue.

The VCC Committee manages enforcement issue related to aesthetic changes to homes or property, trees, new construction, and lack of property/yard maintenance, vehicle parking, RV/boat parking, pets, accumulated debris in yards, etc. Please email your concern to the Violation Control Committee at vcc@swlhoa.com

[Back to FAQ'S](#)

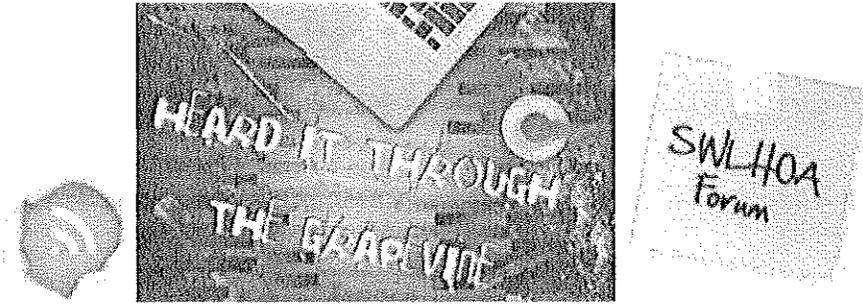
Q: What is the rules regarding satellite dishes?

A: You do not need architectural approval to install a satellite dish, however the dish must be the small diameter type, located in a way to minimize the visibility of the dish from the street or adjoining property (including any Amenities). Wires must be as unobtrusive as possible. Ground level placement in the side or back yard is preferred. However, the dish may be located on the homeowners property where an acceptable quality signal can be achieved. Dishes may not be located in the front yard or in plain view from the street. The Committee may impose screening requirements by vegetation or otherwise as it deems appropriate. In other works; install it where it can't be seen.

[Back to FAQ'S](#)

Q: What is the rule on solar panels?

A: Florida Statutes, Section 163.04(2) states that a property owner may not be denied permission to install solar collectors or other energy devices. The statute does allow the association to determine the specific location of the solar collector, with certain limitations. The committee is currently formulating guidelines on the installation of solar panels.



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| 6413 Congress Avenue, Suite 200, Boca Raton, Florida 33487| Phone (561) 994-2334 Fax (561) 994-2242

Handwritten notes:
1. Board of Directors
2. Board of Directors
3. Board of Directors
Approved
Signed
Copy

Architectural Review Committee Mission and Guidelines

As authorized by Article VII of The Newport Beach Townhouse Homeowners Associations Covenants, Conditions, And Restrictions (CC&R's), Article 11.1 of the The Newport Beach Townhouse Homeowners Association By-Laws, and Architectural Policy-Compliance with New Civil Code #1378, the Architectural Review Committee (ARC) has adopted this mission statement as the basis for the Committee's operation.

Our primary mission is to preserve the value, desirability, attractiveness and architectural integrity of Newport Beach Townhouses, and to aid the Board of Directors in developing a "Vision" of our complex in the future.

The Committee is available to be of assistance to each owner in improving his/her property to the fullest use and value. The Committee will attempt to help the owner achieve proposed projects within the parameters of established rules and guidelines.

The Committee is a protective body that is firm but friendly, striving to balance the beauty of the overall appearance of the community with the individual owners desires.

The Committee recognizes that most submissions are the end result of extensive hours and cost by our members: therefore each owner's submission shall be treated with respect and consideration.

In pursuit of these goals, the Committee, by the very nature of its mission, will frequently be required to make subjective aesthetic judgments as it reviews each submission.

The purpose of the ARC and the Design Guidelines is not to restrict individual creativity or personal preferences, but rather to assure conformance to minimum design standards and technical restrictions to help preserve and improve the appearance of your community.

The Design Guidelines are intended to assist property owners in planning home improvements and to set forth design criteria that a homeowner's Architectural Change Form should comply with. This information is provided to increase the homeowner's awareness of the ways to maintain neighborhood integrity. It is important to note that while these Design Guidelines are consistent with the CC&R's, they do not cover all possible situations. It is recommended that the CC&R's be studied carefully and that any questions be directed to the Associations Architectural Review Committee.

OBJECTIVE

The specific objectives of the Design Guidelines are:

To explain and illustrate basic design principles which will assist homeowners in planning exterior improvements and which are in harmony with the architectural features prominent in our complex at Newport Beach Townhouses.

To assist homeowners in preparing a complete and acceptable application for ARC consideration.

To provide uniform guidelines to be used by the ARC in reviewing Architectural Change Forms and to provide a vehicle for enhancing or clarifying the standards set forth in the CC&R's.



City of Miami Springs, Florida

Recreation Commission

CANCELLATION NOTICE

The Recreation Commission meeting scheduled for Tuesday, April 9, 2013 has been canceled in advance.

Elora R. Sakal
Board Secretary

cc: City Council
City Manager
Assistant City Manager/Finance Director
City Clerk
City Attorney
Recreation Commission Members
Omar Luna, Recreation Director
Post



City of Miami Springs, Florida
Golf and Country Club Advisory Board

NOTICE

The Golf and Country Club Advisory Board meeting scheduled for Wednesday, April 10, 2013 did not convene for lack of a quorum.

A handwritten signature in black ink, appearing to read "Elora Sakal", written in a cursive style.

Elora R. Sakal
Board Secretary

Scrivener's Note:

The only members present were George Heider and Ken Amendola.

cc: City Council
City Manager
Assistant City Manager/Finance Director
City Attorney
Golf and Country Club Board Members



DRAFT

City of Miami Springs, Florida

The Board of Parks and Parkways held a regular meeting on Thursday, April 11, 2013 at 7:00 p.m. in the City Hall Council Chambers.

1. Call to Order/ Roll Call

The meeting was called to order at 7:08 p.m.

The following were present:

Chairman Eric Richey
Vice Chairman Jean Ansbaugh
Lynne V. Brooks
Tammy K. Johnston *Arrived at 7:10 p.m.
Irene Priess

Also Present:

Public Works Director Tom Nash
Board Secretary Elora R. Sakal

2. Approval of Minutes

Minutes of the February 14, 2013 meeting were approved as written.

Board member Priess moved to approve the minutes. Board member Brooks seconded the motion which was carried unanimously on voice vote.

*Board member Johnston arrived at this time.

3. Old Business:

a) Median on Curtiss Parkway

Public Works Director Tom Nash stated that he was able to contact the Aviation Department and they said that it was a one-time occurrence where they planted the material and maintained it until after the warranty period and then it was turned over to Virginia Gardens. The only responsibility that the City of Miami Springs has is related to the Oak trees.

Chair Richey asked Mr. Nash what he thinks the Board could do and Mr. Nash replied that either he or Chair Richey can approach Butch who is the gentleman who runs the Aviation Department's Public Services Department to see if he has any work for the future.

b) Butterfly Garden

John Salomon, Education Advisory Board Chair, commented that he spoke with Chair Richey and they have come up with an idea. The Education Advisory Board is reviewing an education compact and they are trying to approach every item in the compact. He read the beautification section of the compact to the Board members as follows:

"The City will work with the District to coordinate a beautifying campaign that will integrate youth, local garden clubs, and city plant operations. Efforts will link into the Youth Council and intergenerational activities".

Mr. Salomon stated that he discussed the Butterfly Garden project with Chair Richey and he thought that it would be great to involve the City Youth Council and possibly Miami Springs High School students. He would like to know what the Board thinks of his proposal.

Chair Richey said that he advised Mr. Salomon that Board member Johnston had mentioned in a previous meeting that it would be a great educational experience for children to be involved.

Board member Brooks commented that it was also her plan to involve children and possibly the Boy Scouts as well.

To answer Mr. Salomon's question, Chair Richey responded that older children would be more suitable for this project because it will not be easy work. He asked if Mr. Salomon could stay to watch the presentation that Board member Brooks was going to discuss.

Board member Brooks stated that she will coordinate with Mr. Salomon on the number of students for the project because it will probably be done in stages.

Board member Brooks presented a Power Point presentation explaining the different areas in the Butterfly Garden that will be worked on and the different types of plants that will replace the old plants that are currently in place. The Board discussed different options of using mulch for that area.

Chair Richey asked if there was a policy for students to work with City workers and Mr. Nash replied that he does not believe that there is a policy and he does not see it being an issue. Previously, High School students would assist Public Works during their summer programs. He would have a reasonable amount of Public Works staff assisting the students on what to do. Public Works is not able to dedicate their full time to this project and that is why it is beneficial to get volunteers and outside assistance.

Mr. Nash commented that someone called Public Works and would like to donate plants to the Butterfly Garden. He put the gentleman in contact with Vice Chair Ansbaugh.

Chair Richey said that the work would include digging, planting, and spreading mulch.

Mr. Nash commented that the students would be doing basic gardening and would not be using any machinery.

Mr. Salomon said that this project for the students would probably require a field trip form and chaperones.

Board member Brooks clarified that the Butterfly Garden project will most likely be a weekend event.

Chair Richey noted that there is not a garden club in Miami Springs.

Mr. Salomon asked that Chair Richey attend the Education Advisory Board next week on Tuesday at 6:30 p.m. to explain to the Board members what the plans are for this project.

Discussion ensued regarding a donation of palm trees that Mr. Salomon offered and the funds and work that would go into retrieving and planting the palms.

Board member Priess feels that it is a great idea to get children involved because they become very possessive and they can exert peer pressure on their friends to not ruin that area.

Board member Johnston commented that the Butterfly Garden can be made into something that is a lot more enriching of a program to tie into the Science Department at the High School. Students can possibly go on a pre-field trip to the Botanical Gardens to research and be familiar ahead of time and get some knowledge about the plants that they will be planting.

Mr. Nash commented that he spoke with Charlie Marcus who is the Urban Forestry Coordinator in Tallahassee regarding extra funds from a grant for the Dog Park that could not be used towards this project because it had to be used for trees. He is able to use the extra grant funds towards the Arbor Day event.

Board member Brooks made a recommendation to Council that the City of Miami Springs funds the site preparation, purchase and installation of new plants and landscaping for the purpose of renovating the Butterfly Park in a manner that provides for the security and enjoyment of the public and the attraction of butterflies and birds to the area. The cost of the project is \$2,500.00. If the funds are not available in the current year budget, it is requested that the restoration be done in quarterly budget phases in order to fund the project from the 2013 and 2014 budget years. Board member Priess seconded the motion which was carried unanimously on voice vote.

Board member Brooks read additional background information regarding the Butterfly Garden as follows:

“The existing Butterfly Park is partially overgrown and most of the shrubs are not flowering or fruiting as a result of the maintenance requirements and their location in relation to the available sunlight. Few of the remaining plants attract the butterflies and wildfire as was the case when the landscaping was initially installed and established. The required site preparation includes hedge and tree removal, establishing beds, plant installation and irrigation considerations.”

Chair Richey clarified that this project will be a community involvement project.

4. New Business:

- a) Yard of the Month – May – 651 Falcon Avenue

Chair Richey asked for all those in favor of 651 Falcon Avenue being the May Yard of the Month and by consensus the Board members agreed.

- b) Yard of the Month – June - 489 LaVilla Drive

Chair Richey asked for all those in favor of 489 LaVilla Drive being the June Yard of the Month and by consensus the Board members agreed.

- c) Raydel Landscaping

Chair Richey stated that he wanted to know if the Board could give a vote of confidence to the work being done.

Mr. Nash commented that this item was in regards to the tree trimming on Curtiss Parkway.

Chair Richey would like to know if the Board would be willing to give a nod to the accomplished work that Raydel has done so far.

Board member Priess said that she watched Raydel trim two trees and they did a great job and she was very impressed by the fact that they had the chipper and did not leave any tree limbs behind.

Chair Richey stated that Raydel was trimming trees near his home and they were also using the chipper and his neighbor asked if they could dump the chippings in her back yard to use as mulch.

Mr. Nash commented that Raydel enjoys giving the mulch to people because then there is no loss of time disposing the mulch.

Discussion ensued regarding the use of the chippings from Raydel for the Butterfly Garden.

5. Other Business:

Chair Richey discussed that 50 Euphorbia plants were identified and Vice Chair Ansbaugh, Mr. Nash and himself measured five foot spacings on Lake Drive for the Arbor Day event. There are also approximately six islands with different numbers of plants that are approximately two feet tall. They have been watered and fertilized and will be mulched.

Chair Richey discussed his meeting with the Memorial Committee.

Vice Chair Ansbaugh stated that her Yard of the Month nomination for July is 300 Morningside Drive.

Chair Richey commented that they will meet in June to nominate the June, July, August, and September Yard of the Months and any other items that may come up.

6. Adjournment:

There was no further business to be discussed and the meeting was adjourned at 7:52 p.m.

Respectfully submitted,

Elora R. Sakal
Secretary to the Board

Approved as _____ during meeting of: _____

Words ~~-stricken through-~~ have been deleted. Underscored words represent changes. All other words remain unchanged.

"The comments, discussions, recommendations and proposed actions of City Citizen Advisory Boards do not constitute the policy, position, or prospective action of the City, which may only be established and authorized by an appropriate vote or other action of the City Council".



City of Miami Springs, Florida

CANCELLATION NOTICE

The Revitalization and Redevelopment Ad-Hoc Committee Meeting of Monday, April 15, 2013 has been canceled in advance.

Elora R. Sakal
Board Secretary

cc: Mayor and Council
City Manager
Assistant City Manager/Finance Director
City Attorney
City Clerk
Revitalization and Redevelopment Board Members
Post

Agenda Item No.

City Council Meeting of:

04-22-2013



CITY OF MIAMI SPRINGS
Recreation Department
1401 Westward Drive
Miami Springs, FL 33166-5259
Phone: (305) 805-5075
Fax: (305) 805-5077

TO: Honorable Mayor Garcia and Members of the City Council
VIA: Ronald Gorland, City Manager
FROM: Omar Luna, Recreation Director
DATE: April 18, 2013

RECOMMENDATION:

Recommendation that Council waive the competitive bid process and approve an expenditure of \$15,000 to Firepower Displays Unlimited, LLC for the purchase of the 4th of July fireworks display, pursuant to Section §311.11 (E)(6)(g) of the City Code.

DISCUSSION:

Provide the annual fireworks display for the 4th of July. This vendor has provided the fireworks display to the City since 1997. This company is one of only two local vendors and has provided firework displays for several municipalities such as: City of Homestead, City of Marathon, City of Pembroke Pines, Town of Davie, City of Coral Gables and Florida City. Firepower works directly with the Miami Dade County Fire Department on our behalf, which expedites the permitting process and inspections required.

COST:	\$15,000	Total Cost
	<u>\$-3,000</u>	Village of Virginia Gardens contribution
	\$12,000	Net (City of Miami Springs)

FUNDING: Parks and Recreation/Promotions:
001-5701-572-48-00

Professional Services Approval:

FIREWORKS DISPLAYS UNLIMITED, LLC

SPECTACULAR CUSTOM FIREWORKS DISPLAYS AND SPECIAL FX
FOR ANY OCCASION

STRICTLY ELECTRONICALLY FIRED DISPLAYS

PROPOSAL FOR FIREWORKS DISPLAY

Sponsors : City of Miami Springs
Contact : Ron Gorland
Date of Display : July 4th, 2013
Location : Miami Springs Golf Course
Time : Approx. 9:00pm
Duration : Approximately 18-20 minutes
Show Price : \$15,000.00
Remarks :

We the undersigned, being interested in a fireworks display for City of Miami Springs, agree to pay a price of \$15,000.00 for the display agreed upon, which will be furnished by Fireworks Displays Unlimited, LLC.

The undersigned, intending to be legally bound, agree as follows:

1. Sponsor to pay balance in full no later than 15 days after date of display.
2. In the event Sponsor shall fail to pay any sum when due under the terms of this contract, Sponsor shall pay, in addition to such amount, interest at the rate of 1-1/2% per month on the unpaid amount from the original due date. Sponsor does further agree that it shall pay Fireworks Displays' reasonable attorney fees and court costs in the event Fireworks Displays shall commence suit or incur fees to compel Sponsor to pay any sums due hereunder or otherwise as a result of Sponsor's default of any of the terms and provisions herein contained.
3. SPONSOR'S AGENT: Ron Gorland shall be designated as sponsor's agent to whom all questions and inquiries shall relay all questions and inquiries. Sponsor's agent shall be the only agent of sponsor authorized to request rescheduling of the delivery and exhibition of the fireworks on the part of sponsor.
4. If event is on land, sponsor to furnish police and/or crowd security personnel, provide proper parking supervision and insure adequate patrol of the safety zone as marked and secured by the sponsor until Fireworks Displays Unlimited, LLC. advises that it is no longer necessary. A fireworks display may produce debris as displays take place in the dark; Fireworks Displays Unlimited, LLC cannot be responsible for clean-up of land based shows other than company equipment, supplies and packing materials.

5. If event is over water, Fireworks Displays Unlimited will be responsible for marine permit. The **Sponsor** will be responsible for control of safety zone.
6. Fireworks Displays Unlimited, LLC. reserves the right to stop the display in the event persons, vehicles or animals enter the secured safety zone and security is unable or unwilling to remove them and enforce the safety regulations.
7. Fireworks Displays Unlimited, LLC. will furnish all applicable licenses, permits and \$1,000,000 liability insurance and pyrotechnicians for your electronically fired display.
8. **NOTE:** In accordance with local regulations and ordinances, fireworks displays shall not take place later than 10:30pm unless approval is obtained from the governing authority. The restrictions shall not be applicable with regards to holidays such as December 31, January 1, or other national holidays. If for some reason, shoot time does not occur before the allotted time and shoot is cancelled due to local authority or expiration of permit, Sponsor is liable for full payment of display.
9. Hold harmless Fireworks Displays Unlimited, LLC. from any claims that do not directly relate to damages produced by its staff, equipment or pyrotechnic material.
10. **CREDITS:** As a material inducement to Fireworks Displays agreeing to enter into this agreement, Sponsor shall give Fireworks Displays program credit as sole fireworks supplier and producer in all press releases, advertising, and any other program announcements, printed or otherwise.
11. If show is cancelled, sponsor is responsible for any permit, fire watch or barge/tug fees, if applicable. Additionally, sponsor will be responsible for load in/ load out expenses not to exceed 50% of budget. If show is stopped while in progress for any reason, Sponsor will still be responsible for contract amount minus the cost of material not discharged.
12. If wind exceeds 20 miles per hour, fireworks display will be postponed to an agreed date between sponsor and Fireworks Displays Unlimited, LLC.
13. Rain date policy is as follows: Postponement time is 11:30am day of display.
14. If the delivery and/or exhibition of the fireworks are postponed by reason of inclement weather, it shall be re-scheduled to the Inclement Weather Date set forth by Sponsor.
15. **IMPORTANT NOTE:** Items listed in this proposal assume a firing area that conforms to NFPA Code 1123-1995, which states that there must be at least 70 feet per inch of shell diameter between firing site and any spectators, cars or buildings. This program requires a safety zone that has a radius of 420 feet because of the inclusion of 6-inch shells. Adjustments will be made to the content of this program if necessary to conform to NFPA 1123-1995.

Fireworks Displays Unlimited, LLC. upon acceptance of this contract in writing, agrees to fulfill the contract in a workmanlike and professional manner.

Accepted this day of _____

On behalf of City of Miami Springs _____,
Ron Gorland

On behalf of Fireworks Displays Unlimited, LLC. _____,
Gary Avins, President

OPENING BARRAGE

72 - TWO AND A HALF INCH SHELLS - **TITANIUM SALUTES** - these shells explode into a burst of brilliant white lights and booming reports, **ASSORTED COLOR, PEONIES & CHRYSANTHEMUMS** - bursts resembling a round and weeping flower pattern.

30 - THREE INCH SHELLS - **TITANIUM SALUTES** - these shells explode into a burst of brilliant white lights and booming reports, **ASSORTED COLOR, PEONIES & CHRYSANTHEMUMS** - bursts resembling a round and weeping flower pattern.

18 - FOUR-INCH SHELLS - **ASSORTED COLOR, PEONIES & CHRYSANTHEMUMS** - bursts resembling a round and weeping flower pattern, **WHISTLES** - a break of color followed by whistles.

8 - FIVE-INCH SHELLS - **FANCY STAR SHELLS** - Assorted brilliant colors in various patterns, **ASSORTED TWO, THREE & FOUR COLOR CHANGING CHRYSANTHEMUMS & PEONIES** - two, three or four distinct color changes that resemble a round and weeping flower pattern.

9 - SIX-INCH SHELLS - **FANCY STAR SHELLS** - Assorted brilliant colors in various patterns, **ASSORTED TWO, THREE & FOUR COLOR CHANGING CHRYSANTHEMUMS & PEONIES** - two, three or four distinct color changes that resemble a round and weeping flower pattern.

BODY OF SHOW

72 - TWO AND A HALF INCH SHELLS - **TITANIUM SALUTES** - these shells explode into a burst of brilliant white lights and booming reports, **ASSORTED COLOR, PEONIES & CHRYSANTHEMUMS** - bursts resembling a round and weeping flower pattern.

180 - THREE INCH SHELLS - **ASSORTED COLOR, PEONIES & CHRYSANTHEMUMS** - bursts resembling a round and weeping flower pattern, **ASSORTED COLOR & CRACKLING EFFECTS** - assorted color peonies and chrysanthemums with crackling effects, **FANCY STAR SHELLS** - Assorted brilliant colors in various patterns, **SPIDERWEBS** - long hanging fine webs of gold, silver or assorted colors, **GOLDEN, SILVER, GLITTERING OR CRACKLING PALM TREES** - a palm tree image with different forms with trunk-like rising effect, **ASSORTED TWO COLOR CHANGING CHRYSANTHEMUMS & PEONIES** - two distinct color changes that resemble a round and weeping flower pattern, **ASSORTED COLOR BROCADES** - a dense golden, silver or assorted color effect ending at the tips with an umbrella-like canopy cascading and falling low, **ASSORTED COMETS**, bright luminous thick tail with comet-like appearance with various colors, **ASSORTED TIGERTAILS**, similar to comets, **ASSORTED MINES**, projects various types of effect and colored stars that are launched and ignited at a low altitude.

216 - FOUR INCH SHELLS - **ASSORTED COLOR, PEONIES & CHRYSANTHEMUMS** - bursts resembling a round and weeping flower pattern, **WHISTLES** - a break of color, followed by whistles, **SCREAMING DRAGONS** - a break of bright magnesium colors followed by loud screaming whistle, **GOLD FLITTER, SILVER OR GLITTER CROSSETTES** - exploding comets crackling into criss-crossing effects, **FANCY STAR SHELLS** - Assorted brilliant colors in various patterns, **SPIDERWEBS** - long hanging fine webs of gold or silver, **TOURBILLIONS** - titanium silver spinning effects, **WILLOWS** - golden, silver or assorted colors of very fine lines with an umbrella like effect cascading slowly, **RINGSHELLS** - assorted ring patterns of different colors of one, two, three or five different colors, **GOLDEN, SILVER, GLITTERING OR CRACKLING PALM TREES** - a palm tree image with trunk-like different forms, **ASSORTED TWO and THREE COLOR CHANGING CHRYSANTHEMUMS & PEONIES** - two or three distinct color changes that resemble a round and weeping flower pattern, **STROBES** - a variety of bright twinkling shells, **ASSORTED COLOR BROCADES** - a dense golden, silver or assorted color effect ending at the tips with an umbrella-like canopy cascading and falling low, **MULTI-BREAK SALUTE SHELLS** - a variety of salute effects that incorporate multiple powerful reports into the display, **ASSORTED COMETS**, bright luminous thick tail with comet-like appearance with various colors, **ASSORTED TIGERTAILS**, similar to comets, **ASSORTED MINES**, projects various types of effect and colored stars that are launched and ignited at a low altitude.

136 - FIVE INCH SHELLS - **FANCY STAR SHELLS** - Assorted brilliant colors in various patterns, **SPIDERWEBS** - long hanging fine webs of gold or silver, **TOURBILLIONS** - titanium silver spinning effects, **GOLD FLITTER, SILVER OR GLITTER CROSSETTES** -

exploding comets crackling into criss-crossing effects, **WILLOWS** - golden, silver or assorted colors of very fine lines with an umbrella like effect cascading, **RINGSHELLS** – assorted ring patterns of different colors of one, two, three or five different colors, **GOLDEN, SILVER, GLITTERING OR CRACKLING PALM TREES** – a palm tree image with different forms with trunk-like rising effect, **GOLD OR SILVER RAIN** – slow cascading gold or silver effect, **ASSORTED TWO, THREE & FOUR COLOR CHANGING CHRYSANTHEMUMS & PEONIES** – two, three or four distinct color changes that resemble a round and weeping flower pattern, **STROBES** – a variety of bright twinkling shells, **ASSORTED COLOR BROCADES** – a dense golden, silver or assorted color effect ending with an umbrella-like canopy cascading and falling low, **MULTI-BREAK SALUTE SHELLS** – a variety of salute effects that incorporate multiple powerful reports into the display, **STAR FISH** – group of large glittering tail comet stars, **CRISS-CROSS OR BEES**, assorted color bees or criss-cross.

99 - **SIX INCH SHELLS - FANCY STAR SHELLS** – Assorted brilliant colors in various patterns, **SPIDERWEBS** – long hanging fine webs of gold or silver, **TOURBILLIONS** – titanium silver spinning effects, **GOLD FLITTER, SILVER OR GLITTER CROSSETTES** – exploding comets crackling into criss-crossing effects, **WILLOWS** - golden, silver or assorted colors of very fine lines with an umbrella like effect cascading slowly, **RINGSHELLS** – assorted ring patterns of different colors of one, two, three or five different colors, **GOLDEN, SILVER, GLITTERING PT CRACKLING PALM TREES** – a palm tree image of different forms with trunk-like rising effect, **GOLD OR SILVER RAIN** – slow cascading gold or silver effect, **ASSORTED TWO, THREE & FOUR COLOR CHANGING CHRYSANTHEMUMS & PEONIES** – two, three or four distinct color changes that resemble a round and weeping flower pattern, **STROBES** – a variety of bright twinkling shells, **ASSORTED COLOR BROCADES** – a dense golden effect with an umbrella-like canopy cascading and falling low, **ASSORTED COLOR PARACHUTE** – assorted cascading effect from parachute, **SHELL OF SHELLS OR THOUSAND FLOWER** – multi-color star shell with additional smaller shells dispersed outside resembling blooming flowers, **MULTI-BREAK SALUTE SHELLS** – a variety of salute effects that incorporate multiple powerful titanium reports into the display, **ASSORTED COLOR & CRACKLING EFFECTS** – assorted color peonies and chrysanthemums with crackling effects, **WILLOWS** - very fine lines with an umbrella like effect cascading slowly, **FANCY PATTERNS** – five pointed star shapes, hearts, smiling face, etc..., **STAR FISH** – group of large glittering tail comet stars.

GRAND FINALE

108 –TWO AND A HALF INCH SHELLS - **TITANIUM SALUTES** - these shells explode into a burst of brilliant white lights and booming reports, **ASSORTED COLOR, PEONIES & CHRYSANTHEMUMS** - bursts resembling a round and weeping flower pattern.

420 - **THREE INCH SHELLS - TITANIUM SALUTES** – these shells explode into a burst of brilliant white lights and booming reports, **ASSORTED COLOR, PEONIES & CHRYSANTHEMUMS** – bursts resembling a round and weeping flower pattern, **FANCY STAR SHELLS** – Assorted brilliant colors in various patterns, **SPIDERWEBS** – long hanging fine webs of gold or silver, **ASSORTED COLOR & CRACKLING EFFECTS** – assorted color peonies and chrysanthemums with crackling effects, **WILLOWS** - very fine lines with an umbrella like effect cascading slowly, **ASSORTED COLOR BROCADES** – a dense golden, silver or assorted color effect ending at the tips with an umbrella-like canopy cascading and falling low, **WILLOWS** - very fine lines with an umbrella like effect cascading slowly,

108 - **FOUR INCH SHELLS - ASSORTED COLOR, PEONIES & CHRYSANTHEMUMS** – bursts resembling a round and weeping flower pattern, **FANCY STAR SHELLS** – Assorted brilliant colors in various patterns, **SPIDERWEBS** – long hanging fine webs of gold or silver, **ASSORTED COLOR & CRACKLING EFFECTS** – assorted color peonies and chrysanthemums with crackling effects, **WILLOWS** - very fine lines with an umbrella like effect cascading slowly, **ASSORTED COLOR BROCADES** – a dense golden, silver or assorted color effect ending at the tips with an umbrella-like canopy cascading and falling low.

24 - **FIVE INCH SHELLS - FANCY STAR SHELLS** – Assorted brilliant colors in various patterns, **ASSORTED TWO and THREE COLOR CHANGING CHRYSANTHEMUMS & PEONIES** – two or three distinct color changes that resemble a round and weeping flower pattern.

27 - **SIX INCH SHELLS - FANCY STAR SHELLS** – Assorted brilliant colors in various patterns, **ASSORTED TWO and THREE COLOR CHANGING CHRYSANTHEMUMS & PEONIES** – two or three distinct color changes that resemble a round and weeping flower pattern.

OVER 800 SHOTS – Assorted Finale Barrage, Titanium Reports, Whistles, Assorted Color, Tourbillions.

TOTAL SHELLS

	OPENING	BODY	FINALE	TOTAL SHELLS
2.5" SHELLS	72	72	108	252
3" SHELLS	30	180	420	630
4" SHELLS	18	216	108	342
5" SHELLS	8	136	24	168
6" SHELLS	9	99	27	135

FINALE BARRAGE

Over 1000 shots



CITY OF MIAMI SPRINGS
 OFFICE OF THE CITY CLERK
 201 Westward Drive
 Miami Springs, FL 33166-5259
 Phone: 305.805.5006
 Fax: 305.805.5028

Agenda Item No.

City Council Meeting of:

04-22-2013.

TO: Honorable Mayor Garcia and Members of the City Council
 FROM: Magalí Valls, City Clerk
 DATE: April 17, 2013
 SUBJECT: PENDING BOARD APPOINTMENTS

M. Valls

The following appointments are pending:

APPOINTMENT COUNCILMEMBER	CURRENT MEMBER	NEW TERM EXPIRES	ORIGINAL APPOINTMENT DATE	LAST APPOINTMENT DATE
<u>Board of Adjustment</u>				
Mayor Xavier Garcia	Francisco Fernández	04-30-2015	10-14-1991	11-28-2011
Councilman Bain – Group 2	Ernie Aloma	04-30-2016	04-13-2009	01-11-2011
Councilman Lob – Group 3	Bill Tallman	04-30-2016	01-11-2010	05-14-2012
Councilman Petralanda–Group 4	Todd Stiff	10-31-2015	11-19-2012	11-19-2012
<u>Architectural Review Board</u>				
Councilman Bain – Group 2	Joe Valencia	10-31-2014	02-27-2012	02-27-2012
<u>Civil Service Board</u>				
Councilman Bain – Group 2	Carrie Figueredo	06-30-2015	08-24-2009	08-24-2009
Vice Mayor Windrem – Group 1	Rob Youngs	06-30-2015	01-11-2010	01-11-2010
<u>Code Review Board</u>				
Mayor Xavier Garcia	Connie Kostyra*	04-30-2015	VACANT	VACANT
Councilman Lob – Group 3	Dan Dorrego	04-30-2016	08-11-2003	05-24-2010
Councilman Petralanda–Group 4	Jana Armstrong	04-30-2016	06-11-2001	05-10-2010
<u>Disability Advisory Board</u>				
Mayor Xavier Garcia	Charlene Anderson*	12-31-2013	VACANT	VACANT
Councilman Bain – Group 2	Peter Newman*	12-31-2013	VACANT	VACANT
<u>Ecology Board</u>				
Vice Mayor Windrem – Group 1	Martin Crossland*	04-30-2015	VACANT	VACANT
Councilman Lob – Group 3	Dr. Mara Zapata*	04-30-2016	VACANT	VACANT
Councilman Petralanda–Group 4	Laura Pilgrim	04-30-2016	03-25-2013	03-25-2013

<u>APPOINTMENT COUNCILMEMBER</u>	<u>CURRENT MEMBER</u>	<u>NEW TERM EXPIRES</u>	<u>ORIGINAL APPOINTMENT DATE</u>	<u>LAST APPOINTMENT DATE</u>
<u>Historic Preservation Board</u>				
Mayor Xavier Garcia	Sydney Garton**	01-31-2016	11-08-1993	02-08-2010
Councilman Lob – Group 3	Michael Windrem*	02-28-2015	06-13-2005	09-10-2012
<u>Recreation Commission</u>				
Mayor Xavier Garcia	E. Jorge Santin	04-30-2016	04-14-2008	12-13-2010
Vice Mayor Windrem – Group 1	Jim Caudle*	04-30-2015	VACANT	VACANT
Councilman Petralanda-Group 4	Beth Tilman	04-30-2016	05-26-2009	05-10-2010
<u>Revitalization & Redevelopment Ad-Hoc Committee</u>				
Vice Mayor Windrem – Group 1	Arturo Rábade*	N/A	VACANT	VACANT
Councilman Petralanda-Group 4	Todd Stiff*	N/A	VACANT	VACANT

* Connie Kostyra resigned on April 28, 2011.
 Charlene Anderson resigned on June 6, 2011.
 Peter Newman resigned on August 1, 2009.
 Dr. Mara Zapata resigned from the Ecology Board to become a member of the Education Advisory Board.
 Martin Crossland resigned on January 9, 2013.
 Todd Stiff resigned from the Revitalization & Redevelopment Ad-Hoc Committee to become the alternate member of the Board of Adjustment/Zoning & Planning Board
 Jim Caudle resigned on January 31, 2013.
 Arturo Rábade was removed by Councilman Best on January 28, 2013.
 Michael Windrem resigned on April 3, 2013 to become a Council member in Group 1.
 Todd Stiff resigned from the Board of Adjustment/Zoning and Planning Board on April 8, 2013.

** Historic Preservation Board – Council confirmation required per §153.11 of the City Code of Ordinances: “..... No board member who shall have served three consecutive terms of office shall be eligible to serve an additional term of office for 2 years thereafter, unless the appointment for any additional term shall be confirmed by a majority of the council.....”

cc: City Manager
 Assistant City Manager/Finance Director
 City Attorney
 Affected Board Members



CITY OF MIAMI SPRINGS
City Manager
201 Westward Drive
Miami Springs, FL 33166-5259
Phone: (305) 805-5010
Fax: (305) 805-5040

Agenda Item No. 9B

City Council Meeting of:

4-22-2013

TO: Honorable Mayor Garcia and Members of the City Council
FROM: Ron Gorland, City Manager 
DATE: April 17, 2013
DISCUSSION: Educational Advisory Board Recommendation (attached)

I discussed attached request with Dr. Salomon, Educational Advisory Board Chairman, and readily concurred with Karen Rosson attending their meeting as requested. However, we both agreed to defer the remainder of their City Administration attendee requests to some future date if required.

Agenda Item No.

City Council Meeting of:

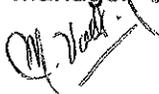
4-22-2013



**CITY OF MIAMI SPRINGS
OFFICE OF THE CITY
CLERK**

201 Westward Drive
Miami Springs, FL 33166-5259
Phone: 305.805.5006
Fax: 305.805.5028

TO: Ronald K. Gorland, City Manager 

VIA: Magali Valls, City Clerk 

FROM: Suzanne S. Hitaffer, Clerk of the Education Advisory Board

DATE: April 2, 2013

SUBJECT: Education Advisory Board Recommendation

Based on their actions taken at their meeting of March 19, 2013, the Education Advisory Board members would like to bring the following recommendation to the attention of the City Council:

"Vice Chair Zapata moved to recommend to the City Council that they authorize representation to the Board from Public Works, Police and the Chamber of Commerce in order to achieve the collaboration between the City and Miami-Dade County Public Schools. Board member Hidalgo seconded the motion, which was approved by consensus."

Attachment: Excerpts of Minutes

Excerpts: 03-19-2013 Education Advisory Board Meeting

7. Other

Vice Chair Zapata reported that she was privileged to attend the Miami Beach Board for Quality Education meeting that works in the same capacity as the City's Education Advisory Board, through a Compact with Miami-Dade County Public Schools. She did this to get an idea of how other boards are working.

Vice Chair Zapata explained that the Board had discussed the Compact with Lubby Navarro who was not able to be here. She said that some of the important notes were that Miami Beach had participation from their City, including Public Works, Police, Chamber of Commerce and PTSA. She felt that in order to comply with the City of Miami Springs' Compact that this would be a great benefit. She feels that the collaboration that is outlined in the Compact requires City representatives to be present at the meeting.

In speaking with the school Principals, Dr. Zapata said that topics were raised that involved public safety, swale maintenance, the loan of public works' equipment, and other safety issues and concerns. She added that the Chamber of Commerce is important in terms of student participation, specifically internships for the High School students. Students need to have access in order to learn how the city and the businesses operate.

Vice Chair Zapata moved to recommend to the City Council that they authorize representation to the Board from Public Works, Police and the Chamber of Commerce in order to achieve the collaboration between the City and Miami-Dade County Public Schools. Board member Hidalgo seconded the motion, which was approved by consensus.

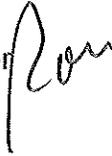


CITY OF MIAMI SPRINGS
City Manager
201 Westward Drive
Miami Springs, FL 33166-5259
Phone: (305) 805-5010
Fax: (305) 805-5040

Agenda Item No.

City Council Meeting of:

04-22-2013 

TO: Honorable Mayor Garcia and Members of the City Council
FROM: Ron Gorland, City Manager 
DATE: April 17, 2013
DISCUSSION: Executive Session – PBA Negotiations

Councilman George Lob requests that we still have subject session to bring everyone up to the same level of understanding concerning the current situation (binders that were previously handed out to Council and are on the City website). If Council concurs, I suggest the executive session be held at 6PM either on Monday, April 29 or Tuesday 30. I've already cleared availability of the evenings of those two dates with the rest of the negotiating team (except for Jim Linn who will bring us all up to date at a future executive session regarding applicable legislative session changes).

Suzanne S. Hitaffer

~~City Council Meeting of~~

04-22-2013

From: Suzanne S. Hitaffer
Sent: Monday, April 15, 2013 3:22 PM
To: Mayor Xavier Garcia; Councilman George V. Lob; windremm@miamisprings-fl.gov; petralandaj@miamisprings-fl.gov; bainb@miamisprings-fl.gov
Cc: Ronald K. Gorland; William Alonso; jseiden@olsrhh.com; Magali Valls; Elora Sakal
Subject: Advisory Board Liaisons & Meeting Dates
Attachments: Advisory Board Liaisons and Meeting Dates.xls

The Honorable Mayor and Council Members:

Per the request of the City Manager and the direction from the last Council meeting, please review the attached list of current Advisory Board Liaisons, for your consideration at the April 22nd meeting.

Thank you,

Suzanne Hitaffer, CMC
Deputy City Clerk

CITY OF MIAMI SPRINGS

BOARD	SECRETARY	CHAIRMAN	COUNCIL LIAISON	MEETING DATE & TIME
Board of Adjustment	Elora R. Sakal	Manuel Perez-Vichot	Billy Bain - Group 2	1st Monday - 7 p.m.
Architectural Review Board	Elora R. Sakal	Marc Scavuzzo	Jaime A. Petralanda - Group 4	1st Wednesday - 7 p.m.
Civil Service	Not active	Not active	George Lob - Group 3	N/A
Code Enforcement Board	Tex Ziadie	Marlene Jimenez	Jaime A. Petralanda - Group 4	1st Tuesday - 7 p.m.
Code Review Board	Elora R. Sakal	VACANT	George Lob - Group 3	4th Thursday - 7 p.m.
Disability Advisory Board	Karen Rosson	VACANT	Michael Windrem - Group 1	
Ecology Board	Elora R. Sakal	VACANT	Michael Windrem - Group 1	4th Tuesday - 7 p.m.
Education Advisory Board	Suzanne S. Hitafter	Dr. John Salomon	George Lob - Group 3	3rd Tuesday - 6:30 p.m.
General Employees Retirement System	Pension Resource Center	Thomas B. Cummings	N/A	
Golf and Country Club Advisory Board	Elora R. Sakal	George R. Heider	Billy Bain - Group 2	2nd Wednesday - 7 p.m.
Historic Preservation Board	Suzanne S. Hitafter	Sydney Garton	Billy Bain - Group 2	3rd Thursday - 7 p.m.
Memorial Committee	Elora R. Sakal	Eric Richey	N/A	1st Monday - As Needed
Board of Parks and Parkways	Elora R. Sakal	Eric Richey	Jaime A. Petralanda - Group 4	2nd Thursday - 7 p.m.
Police and Firefighters Retirement System	Pension Resource Center	Peter G. Baan	N/A	
Recreation Commission	Elora R. Sakal	Clark Rinehart	Michael Windrem - Group 1	2nd Tuesday - 7 p.m.
Revitalization and Redevelopment	Suzanne S. Hitafter	Laz Martinez	N/A	3rd Monday - 7 p.m.



CITY OF MIAMI SPRINGS
Public Works
345 N Royal Poinciana Blvd
Miami Springs, FL 33166-5259
Phone: (305) 805-5170
Fax: (305) 805-5195

Agenda Item No. 10B

City Council Meeting of:

04-22-2013

TO: Honorable Mayor Garcia and Members of the City Council

VIA: Ronald Gorland, City Manager

FROM: Thomas Nash, Public Works Director

DATE: April 12, 2013

RECOMMENDATION:

Recommendation that Council award a bid to Lowes, utilizing The Cooperative Purchasing Network contract R4954 in the amount of \$20,000.00 "on an as needed basis" for various supplies & stock items pursuant to Section § 31.11 (E) (5) of the City Code.

DISCUSSION: To purchase various supplies and stock items as needed for all PW Departments

COST: \$ 20,000.00

FUNDING: (All divisions use this account under the line item Operating Supplies)

SPENT: FY 12/13 - \$9,500

ATTACHMENT: TCPN Lowes contract

PROFESSIONAL SERVICES APPROVAL:

[About](#)[Membership](#)[Vendors](#)[Solicitations](#)[Facilities](#)[SEARCH](#)

FOCUS on Facilities

We cover your building, inside and out, with innovative partners that streamline your performance. Find operational solutions that originate with a TCPN contract.



Company:

Lowe's Home Centers, Inc.

Contract(s):

MRO Equipment, Supplies, & Related Items/Services

Contract Number:

R4954 (All PO's must reference "Per TCPN Contract")

Contract Term:

March 31, 2010 to March 31, 2014 (with one optional annual renewal)

Products and Services:

Lowe's has a competitively solicited national cooperative contract which includes a Walk In and On Line supplies option. There is no cost to enroll and registered TCPN members receive contract savings at point of sale with no minimum order required.

Walk In Benefits:

- Get a 5% discount at the point of sale on 40,000+ stock products at any one of our 1,700 locations nationwide by presenting your Lowe's TCPN contract keyfob.
- Dedicated ProServices Specialists are on the floor to help you get the right products for every project.

On Line Benefits:

Get a 2-15% discount when you place your order inline through your registered LoweQuotes.com account. Discounts do not apply to online orders places on Lowe.com or for personal orders.

How to Participate:

TCPN members can participate in one or both purchasing solutions.

Walk In- Visit www.LoweForPros.com/TCPN and submit an order for contract key fobs. Please allow 2-3 weeks for processing.

On Line- Go to www.LoweQuotes.com and select the green "Go National" button. Enter the TCPN National ID: MuHMEp6BAoFv (Note: ID is case sensitive). Complete the online registration form. A Federal Tax ID is required for registration.

Special Order Sales and Installation/Services are not part of the contract and will be priced as Open Market items.

Documents:

[Click Here for Due Diligence Documents](#)

Order Placement:

Contract terms allow PO's to be sent directly to this vendor and must reference "Per TCPN Contract."

Pricing:

Contact vendor for pricing - Phone: 888-310-7791 / Email: TCPN@lowes.com / Fax: 877-793-8455

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powered by [netStartEnterprise™](#)

ORDINANCE NO. 1053-2013

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS AMENDING CODE OF ORDINANCE SECTION 34-14, APPOINTMENTS, BY ADDING THERETO A MAXIMUM NUMBER OF HOURS FOR OTHER THAN FULLTIME CLASSIFIED EMPLOYEES; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; EFFECTIVE DATE

WHEREAS, the City's insurance consultant has advised the City Administrative Staff of the currently known impacts of the implementation of the "Affordable Care Act" (ACA) on the City; and,

WHEREAS, although the full impacts on local government will not be known for some time following implementation of the Act on January 1, 2014, it is prudent for the City to take all advance actions that it anticipates will lessen the impact of ACA on the City; and,

WHEREAS, one of the major impactful components of the ACA is the designation of a 29 hour work week as the line of demarcation between part-time and fulltime (classified) employees; and,

WHEREAS, even the inadvertent working of in excess of 29 hours a week by other than fulltime employees may, if occurring with certain averaged consistency, cause such employees to acquire "fulltime status" for insurance purposes; and,

WHEREAS, the City Administrative Staff is desirous of codifying the 29 hour weekly limitation in order to avoid any confusion or inadvertent penalties being incurred by the City; and,

WHEREAS, the City Council has considered the impact of the ACA in regard to the hourly work week provision and has determined that the enactment of the subject ordinance amendment is in the best interests of the City and its citizens,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS:

Section 1: That Code of Ordinance Section 34-14, Appointments, is hereby amended as follows;

Section 34-14. Appointments

- (A)
- (B)
- (C)
- (D)

- (E) Types of appointments.
 - (1)
 - (2)
 - (3)
 - (4)
 - (5) Other types of appointments.

To fill positions of a seasonal, part-time, or temporary nature, the following appointments may be made. The appointments will confer no rights of status, appeal, or related rights. Except as to subsection (d) below, in no event shall any person hired by the City in any of the following categories of employment be permitted to work in excess of 59 hours during any bi-weekly pay period.

- (a) Seasonal and temporary
- (b) Part-time
- (c) Substitute
- (d) Special administrative appointments

Section 2: That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed insofar as they are in conflict.

Section 3: That this Ordinance shall take effect immediately upon adoption.

(THIS SPACE INTENTIONALLY LEFT BLANK)

PASSED AND ADOPTED by the City Council of the City of Miami Springs, Florida this ____ day of _____, 2013.

The motion to adopt the foregoing ordinance was offered on second reading by _____, seconded by _____, and on roll call the following vote ensued:

Vice Mayor Windrem	“ _____ ”
Councilman Bain	“ _____ ”
Councilman Lob	“ _____ ”
Councilman Petralanda	“ _____ ”
Mayor Garcia	“ _____ ”

Zavier M. Garcia
Mayor

ATTEST:

Magalí Valls, CMC
City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY



Jan K. Seiden, Esquire
City Attorney

First reading: 04-22-2013
Second reading: 05-13-2013

Words ~~stricken through~~ shall be deleted. Underscored words constitute the amendment proposed. Words remaining are now in effect and remain unchanged.



CITY OF MIAMI SPRINGS
Finance Department
201 Westward Drive
Miami Springs, FL 33166-5259
Phone: (305) 805-5014
Fax: (305) 805-5018

Agenda Item No. 10D

City Council Meeting of:

04-22-2013

TO: Honorable Mayor Garcia and Members of the City Council

VIA: Ronald Gorland, City Manager

FROM: William Alonso, Asst. City Manager/ Finance Director

DATE: April 17, 2013

RECOMMENDATION:

Recommendation that Council award City RFP # 02-12/13 to Alberni, Caballero & Company, LLP, the lowest responsible proposer, in the amount of \$32,000.00, for external auditing services, pursuant to Section §31.11 (E)(2) of the City Code.

DISCUSSION:

The City advertised an RFP for External Auditing Services for FY 2013 in the Miami Business Review (Attachment "A") as well as three option years for 2014, 2015 and 2016. The City also placed a copy of the RFP on City's website and Demand Star (Onvia). The financial requirements of the RFP included the annual external audit of the City's Comprehensive Annual Report (CAFR) as well as the annual Single Audit, if one is required. A total of 19 bid packages were sent to various CPA firms (See listing in Attachment "B"). The City received 5 bids (Attachment "C") of which only one company was considered non-responsive for lack of a Bid Bond. The Audit committee selection, approved by Council on February 11th, was comprised of Ron Gorland, Jan Seiden and Chief Pete Baan. The committee reviewed the RFP responses and attended oral Presentation from all 4 responsive firms. The committee evaluated and rated the firms (Attachment "D"). Alberni, Caballero and company was rated first on all three rate sheets.

Based on the results, the Administration concurs with the recommendation of the Audit Committee and recommends awarding the contract to Alberni, Caballero and Company, LLP, who is our current Auditor. The current contract ends on September 30, 2013 and the city is required to have annual audited financial statements.

COST: \$ 32,000.00 for External Auditing Services and \$3,500.00 for Single Audit (if required)

FUNDING: Department/ Description: Finance Department/ Professional Services- Audit Fee

PROFESSIONAL SERVICES APPROVAL:

MIAMI DAILY BUSINESS REVIEW

Published Daily except Saturday, Sunday and
Legal Holidays
Miami, Miami-Dade County, Florida

STATE OF FLORIDA
COUNTY OF MIAMI-DADE:

Before the undersigned authority personally appeared O.V. FERBEYRE, who on oath says that he or she is the VICE PRESIDENT, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Miami in Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

CITY OF MIAMI SPRINGS
REQUEST FOR PROPOSAL # 02-12/13

in the XXXX Court,
was published in said newspaper in the issues of
02/20/2013

Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida, each day (except Saturday, Sunday and Legal Holidays) and has been entered as second class mail matter at the post office in Miami in said Miami-Dade County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



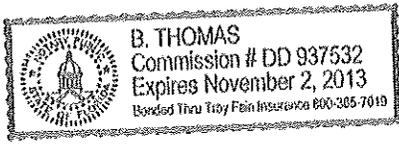
Sworn to and subscribed before me this

20 day of FEBRUARY, A.D. 2013



(SEAL)

O.V. FERBEYRE personally known to me



LEGAL NOTICE REQUEST FOR PROPOSAL # 02-12/13 EXTERNAL AUDITING SERVICES

Sealed proposals bids for the EXTERNAL AUDITING SERVICES, MIAMI SPRINGS, FL will be received until 2:30 P.M. on Thursday, March 28th, 2013, via the City Clerk, on the 2nd floor, Miami Springs City Hall, 201 Westward Drive, Miami Springs, Florida 33166.

Bids will then be transferred to the Council Chambers. At time, date, and place noted above, bids will be publicly opened. Any bids received after time and date specified will not be considered and returned to the bidder unopened.

A Bid Bond in the amount of five thousand (\$5,000.00) dollars is required.

A Pre-Bid Conference will be held at 10:00 A.M. on the 13th day of March 2013 at Miami Springs City Hall, Council Chambers, 201 Westward Drive, 2nd Floor, Miami Springs, FL 33166.

Deadline to request any additional information/clarification will be Friday, March 15th, 2013.

This Request for Proposal (RFP) is available upon written/fax request at (305) 805-5018 or the City's Purchasing Department at 201 Westward Drive, 1st floor, Miami Springs, Florida 33166. All requests must be accompanied by name, address, phone and fax number. To verify receipt of request, please contact Tammy Romero at romerot@miamisprings-fl.gov.

The City of Miami Springs reserves the right at any time to modify, waive, or otherwise vary the terms and conditions of this Request for Proposal including, but not limited to, the deadlines for submission, the submission requirements and the Scope of Work. The City further reserves the right to reject any or all submittals, to cancel or withdraw this Request for Proposals at any time. The Proposer, who is otherwise competent, and submits the lowest responsive and responsible Response, shall, subject to the conditions, limitations and restrictions previously set forth herein, be awarded the Request for Proposal, subject to the negotiation of a mutually acceptable Contract with the City.

City of Miami Springs
2/20

13-B-249/2036321M

VENDOR LIST FOR EXTERNAL AUDITING SERVICES

CompanyName	Contact	Email	Phone	Address	City	State	Zip
Albani, Catalano & Co.	Jennifer Patti	jpatti@acc-cpa.com; jennifer@acc-cpa.com	305-662-7272	4848 Porco DeLeon Blvd, Suite 404	Coral Gables	FL	33146
Berkowitz Dick Pollock and Brann LLP	Megan Diaz	mdiaz@ydbb.com	954-712-7000	200 S. Biscayne Blvd	Miami	FL	33131
C Borders-Burd OPA LLC	Cynthia Borders-Burd	cb9@cborderscpa.com	954-742-7997	101 NE Third Avenue, Suite 1500	Fort Lauderdale	FL	33301
Cherry Berkart LLP	Marc Bergerfeld	mberfeld@chc.com	786-692-6300	2828 Porco de Leon Blvd, Suite 1040	Coral Gables	FL	33134
Crowe Horwath LLP	Della Brantz	proposal.center@crowehorwath.com	630-574-7978	1 Mid America Plaza, Suite 700	Oakbrook Terrace	IL	60181
GLSC and Co.	Pablo Llerena	pllerena@glscpa.com	305-373-0123	6303 Blue Lagoon Drive, Suite 200	Miami	FL	33129
Goldschm Specter Price Lucas Horwitz & Co. PA	John Clement	Clementj@glscpa.com	305-422-2200	2121 Porco De Leon Blvd, Suite 1100	Coral Gables	FL	33134
Harvey Duvvingson & Thomas Kane & Company PA CPA	Tony Grau	tony@tdv.com	561-994-9299	2700 N. Military Trail, STE 350	Boca Raton	FL	33437
Kane & Company PA CPA	Roderick Harvey	rharvey@hct-cpa.com	954-866-4435	3916 Hollywood Blvd.	Hollywood	FL	33021
Kaufman, Rossin & Co. P.A.	Robert A. Stone	rgstone@kaufmanrossin.com	305-866-3284	2699 South Bayshore Drive, Suite 500	Miami	FL	33133
Kaite McCullagh & Co. LLP	William Benson	bill.benson@kmcopa.com	954-771-0986	1101 Brickell Avenue, Suite 704	Miami	FL	33131
Marcum LLP	Marcum Radtke	info@marcumllp.com; ceckie.garber@marcumllp.com	305-377-4228	6650 N. Federal Hwy # 410	FL Lauderdale	FL	33308
Marcum Stephens Lovelace P.A.	Michael Flaherty	mflaherty@mslcpa.com	305-999-9610	1 SE 3rd Avenue	Miami	FL	33131
Morrisson Brown Argiz & Company	Daria Linberry	dlinberry@mslcpa.com	407-740-5400 Ext 1191	1201 South Orange Avenue, Suite 400	Wynnton Park	FL	33299
Morrisquez, Tuzeta & Co, CPA, P.A.	Antonio L. Argiz	argiz@toca.com	305-373-5500	1001 Brickell Bay Drive, 8th Floor	Miami	FL	33131
S. Davis & Associates, PA	Carlos Tueda	info@toca.com	305-992-2644	1986 NW 89th Court, Suite 101	Doral	FL	33172
	Wangner Miller	wmiller@sdlavscpa.com	954-927-5900	2821 Hollywood Blvd	Hollywood	FL	33020

Evaluation Summary Sheet

	Marcum, LLP	Keefe, McCullough & Co., LLP	Alberni Caballero & Company, LLP	GLSC & Company, PLLC	Cherry Bekaert
Ronald Gorland	86	N/A	97	80	81
Pete Baan	85	N/A	97	88	80
Jan Seiden	88	N/A	96	86	80
TOTAL:	259	N/A	290	254	241

EVALUATION FORM RATING MATRIX

Name of Firm: ROBERTO CABALLERO & CO.

Category #1	Category #2	Category #3
34	33	30
TOTAL OF CATEGORY POINTS:		97

Category # 1

1. Expertise and Experience- (35 Points)

- a. What is the Firm's main area of practice (%)? *Gov. (most) 85-90*
 - i. If not governmental, what is the governmental percentage of the firm's practice?
 - ii. Explain your past experience and performance on comparable government engagements.
- b. What is your past performance and experience in producing CAFR(s) and Single Audits for local government?
- c. Currently, how many CAFR(s) and Single Audits are you contracted to produce?
- d. How many members of the proposed Audit team have individual expertise or experience with CAFR(s) and Single Audits?
 - i. Explain who will be on the team.
 - ii. Explain how much experience they have.
- e. Describe the team members experience with providing services to municipalities.
 - i. Who was on the team?
 - ii. How much experience did they have?
 - iii. What are the names of the municipalities?

Category # 2

2. Ability and Capability of Performing Required Services- (35 Points)

- a. What are your estimated hours to complete the project?
- b. Does this account for "Initial Staffing" for the firm to become familiar with the City's practices and personnel?
- c. Do you have any idea of how many hours were spent in providing the City's 2012 CAFR? (Approx. 425 hours)
- d. What are the current municipalities for which CAFR(s) are being prepared?
- e. What additional work is being assigned to the members of the City's team?
- f. Are there any doubts of the ability to control current workload responsibilities and meet City's deadline?
 - i. Were there any previous failures to meet deadlines?
- g. Team members? Each one's responsibility?

Category # 3

3212 - 3512

3. Fee for Services- (30 Points)

- a. Your proposal contains all-inclusive price bid that contains all direct and indirect costs including all out-of-pocket expensive.
- b. Why were quotes not provided for:
 - i. 2nd, 3rd and 4th options Year(s) 2014, 2015 ad 2016: **(Question only for GLSC)**
 - ii. Single Audit fee category **(Question for Cherry Bekaert and GLSC)**
- c. Are the Single Audit amounts good for 2nd, 3rd and 4th years? **(Question for Cherry Bekaert and GLSC)**
- d. Are you willing to stand by the first years quote for the 2nd, 3rd and 4th years? **(Question only for GLSC)**
 - i. What was your understanding of the RFP language on the option of the 2nd, 3rd and 4th year(s) fees?
- e. How did you arrive at the fees amount provided for year one?
- f. What is the average hourly rate for the entire team for production of CAFR?
- g. What is the hourly rate for any additional work that may be required?

COMMENTS: (Regarding RFP response, company presentation and evaluation of proposed services).

CORRECT ADDITION (NOT AN ISSUE)

EXCELLENT TRACK RECORD

NO ISSUES

COMPETITIVE PRICING

Executed this 11 day of April 2013.

By: Peter A. Baan
Evaluation Committee Member

PETER G. BAAN
Print name

EVALUATION FORM RATING MATRIX

Name of Firm: Alberni

Category # 1	Category # 2	Category # 3
35	32	30
TOTAL OF CATEGORY POINTS:		97

Category # 1

1. Expertise and Experience- (35 Points)

- a. What is the Firm's main area of practice (%)?
 - i. If not governmental, what is the governmental percentage of the firm's practice?
 - ii. Explain your past experience and performance on comparable government engagements.
- b. What is your past performance and experience in producing CAFR(s) and Single Audits for local government?
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- d. How many members of the proposed Audit team have individual expertise or experience with CAFR(s) and Single Audits?
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 - ii. Explain how much experience they have.
- e. Describe the team members experience with providing services to municipalities.
 - i. Who was on the team?
 - ii. How much experience did they have?
 - iii. What are the names of the municipalities?

Category # 2

2. Ability and Capability of Performing Required Services- (35 Points)

- a. What are your estimated hours to complete the project?
- b. Does this account for "Initial Staffing" for the firm to become familiar with the City's practices and personnel?
- c. Do you have any idea of how many hours were spent in providing the City's 2012 CAFR? (Approx. 425 hours)
- d. What are the current municipalities for which CAFR(s) are being prepared?
- e. What additional work is being assigned to the members of the City's team?
- f. Are there any doubts of the ability to control current workload responsibilities and meet City's deadline?
 - i. Were there any previous failures to meet deadlines?
- g. Team members? Each one's responsibility?

Category # 3

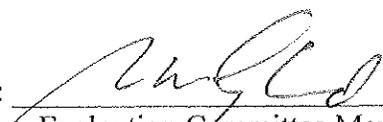
3. Fee for Services- (30 Points)

- a. Your proposal contains all-inclusive price bid that contains all direct and indirect costs including all out-of-pocket expensive.
- b. Why were quotes not provided for:
 - i. 2nd, 3rd and 4th options Year(s) 2014, 2015 ad 2016: **(Question only for GLSC)**
 - ii. Single Audit fee category **(Question for Cherry Bekaert and GLSC)**
- c. Are the Single Audit amounts good for 2nd, 3rd and 4th years? **(Question for Cherry Bekaert and GLSC)**
- d. Are you willing to stand by the first years quote for the 2nd, 3rd and 4th years? **(Question only for GLSC)**
 - i. What was your understanding of the RFP language on the option of the 2nd, 3rd and 4th year(s) fees?
- e. How did you arrive at the fees amount provided for year one?
- f. What is the average hourly rate for the entire team for production of CAFR?
- g. What is the hourly rate for any additional work that may be required?

COMMENTS: (Regarding RFP response, company presentation and evaluation of proposed services).

• Currently City's auditor (9 years?)
• Impeccable record

Executed this 11 day of April 2013.

By: 
Evaluation Committee Member

BORLAND
Print name

Category # 3

3. Fee for Services- (30 Points)

- a. Your proposal contains all-inclusive price bid that contains all direct and indirect costs including all out-of-pocket expensive.
- b. Why were quotes not provided for:
 - i. 2nd, 3rd and 4th options Year(s) 2014, 2015 ad 2016: (Question only for GLSC)
 - ii. Single Audit fee category (Question for Cherry Bekaert and GLSC)
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- e. How did you arrive at the fees amount provided for year one?
- f. What is the average hourly rate for the entire team for production of CAFR?
- g. What is the hourly rate for any additional work that may be required?

COMMENTS: (Regarding RFP response, company presentation and evaluation of proposed services).

— IN THIS CASE, FAMILIARITY DOES NOT BREED
CONTENT. THEY ARE FAMILIAR WITH THE CITY
AND WE ARE FAMILIAR WITH THEM. CONTINUITY IS GOOD.

— THEY WERE ROYALTY YOUR PERSONNEL INTERVIEW
TO INSURE A "FRESH EYES" VIEW OF THE CITY'S
FINANCES.

— THE ONLY ISSUE WAS WHETHER A CHANGE SHOULD
BE MADE BY POLICY, RULE, OR THEORY — THE FIRMS
AND CHANGES
NO NECESSARY.

Executed this 11 day of April 2013.

By: _____
Evaluation Committee Member



Print name

EVALUATION FORM RATING MATRIX

Name of Firm: MARCOM

Category # 1	Category # 2	Category # 3
39 ^{8/2}	33	20
TOTAL OF CATEGORY POINTS:		85

Category # 1

1. Expertise and Experience- (35 Points)

- a. What is the Firm's main area of practice (%)? 25%
 - i. If not governmental, what is the governmental percentage of the firm's practice?
 - ii. Explain your past experience and performance on comparable government engagements.
- b. What is your past performance and experience in producing CAFR(s) and Single Audits for local government?
- c. Currently, how many CAFR(s) and Single Audits are you contracted to produce?
- d. How many members of the proposed Audit team have individual expertise or experience with CAFR(s) and Single Audits?
 - i. Explain who will be on the team.
 - ii. Explain how much experience they have.
- e. Describe the team members experience with providing services to municipalities.
 - i. Who was on the team?
 - ii. How much experience did they have?
 - iii. What are the names of the municipalities?

Category # 2

2. Ability and Capability of Performing Required Services- (35 Points)

- a. What are your estimated hours to complete the project?
- b. Does this account for "Initial Staffing" for the firm to become familiar with the City's practices and personnel?
- c. Do you have any idea of how many hours were spent in providing the City's 2012 CAFR? (Approx. 425 hours)
- d. What are the current municipalities for which CAFR(s) are being prepared?
- e. What additional work is being assigned to the members of the City's team?
- f. Are there any doubts of the ability to control current workload responsibilities and meet City's deadline?
 - i. Were there any previous failures to meet deadlines?
- g. Team members? Each one's responsibility?

EVALUATION FORM RATING MATRIX

Name of Firm: Marceum

Category # 1	Category # 2	Category # 3
30	30	26
TOTAL OF CATEGORY POINTS:		86

Category # 1

1. Expertise and Experience- (35 Points)
 - a. What is the Firm's main area of practice (%)?
 - i. If not governmental, what is the governmental percentage of the firm's practice?
 - ii. Explain your past experience and performance on comparable government engagements.
 - b. What is your past performance and experience in producing CAFR(s) and Single Audits for local government?
 - c. Currently, how many CAFR(s) and Single Audits are you contracted to produce?
 - d. How many members of the proposed Audit team have individual expertise or experience with CAFR(s) and Single Audits?
 - i. Explain who will be on the team.
 - ii. Explain how much experience they have.
 - e. Describe the team members experience with providing services to municipalities.
 - i. Who was on the team?
 - ii. How much experience did they have?
 - iii. What are the names of the municipalities?

Category # 2

2. Ability and Capability of Performing Required Services- (35 Points)
 - a. What are your estimated hours to complete the project?
 - b. Does this account for "Initial Staffing" for the firm to become familiar with the City's practices and personnel?
 - c. Do you have any idea of how many hours were spent in providing the City's 2012 CAFR? (Approx. 425 hours)
 - d. What are the current municipalities for which CAFR(s) are being prepared?
 - e. What additional work is being assigned to the members of the City's team?
 - f. Are there any doubts of the ability to control current workload responsibilities and meet City's deadline?
 - i. Were there any previous failures to meet deadlines?
 - g. Team members? Each one's responsibility?

Category # 3

3. Fee for Services- (30 Points)

- a. Your proposal contains all-inclusive price bid that contains all direct and indirect costs including all out-of-pocket expensive.
- b. Why were quotes not provided for:
 - i. 2nd, 3rd and 4th options Year(s) 2014, 2015 ad 2016: **(Question only for GLSC)**
 - ii. Single Audit fee category **(Question for Cherry Bekaert and GLSC)**
- c. Are the Single Audit amounts good for 2nd, 3rd and 4th years? **(Question for Cherry Bekaert and GLSC)**
- d. Are you willing to stand by the first years quote for the 2nd, 3rd and 4th years? **(Question only for GLSC)**
 - i. What was your understanding of the RFP language on the option of the 2nd, 3rd and 4th year(s) fees?
- e. How did you arrive at the fees amount provided for year one?
- f. What is the average hourly rate for the entire team for production of CAFR?
- g. What is the hourly rate for any additional work that may be required?

COMMENTS: (Regarding RFP response, company presentation and evaluation of proposed services).

• Years ago did our audits
• currently audits City's pension funds

Executed this 11 day of April 2013.

By: 
Evaluation Committee Member


Print name

EVALUATION FORM RATING MATRIX

Name of Firm: MARCEM

Category # 1	Category # 2	Category # 3
32	32	24
TOTAL OF CATEGORY POINTS:		88

Category # 1

1. Expertise and Experience- (35 Points)

- a. What is the Firm's main area of practice (%)? *25% GOVT.*
 - i. If not governmental, what is the governmental percentage of the firm's practice?
 - ii. Explain your past experience and performance on comparable government engagements.
- b. What is your past performance and experience in producing CAFR(s) and Single Audits for local government?
- c. Currently, how many CAFR(s) and Single Audits are you contracted to produce?
- d. How many members of the proposed Audit team have individual expertise or experience with CAFR(s) and Single Audits?
 - i. Explain who will be on the team.
 - ii. Explain how much experience they have.
- e. Describe the team members experience with providing services to municipalities.
 - i. Who was on the team?
 - ii. How much experience did they have?
 - iii. What are the names of the municipalities?

Category # 2

2. Ability and Capability of Performing Required Services- (35 Points)

- a. What are your estimated hours to complete the project?
- b. Does this account for "Initial Staffing" for the firm to become familiar with the City's practices and personnel?
- c. Do you have any idea of how many hours were spent in providing the City's 2012 CAFR? (Approx. 425 hours)
- d. What are the current municipalities for which CAFR(s) are being prepared?
- e. What additional work is being assigned to the members of the City's team?
- f. Are there any doubts of the ability to control current workload responsibilities and meet City's deadline?
 - i. Were there any previous failures to meet deadlines?
- g. Team members? Each one's responsibility?

Category # 3

3. Fee for Services- (30 Points)

- a. Your proposal contains all-inclusive price bid that contains all direct and indirect costs including all out-of-pocket expensive.
- b. Why were quotes not provided for:
 - i. 2nd, 3rd and 4th options Year(s) 2014, 2015 ad 2016: **(Question only for GLSC)**
 - ii. Single Audit fee category **(Question for Cherry Bekaert and GLSC)**
- c. Are the Single Audit amounts good for 2nd, 3rd and 4th years? **(Question for Cherry Bekaert and GLSC)**
- d. Are you willing to stand by the first years quote for the 2nd, 3rd and 4th years? **(Question only for GLSC)**
 - i. What was your understanding of the RFP language on the option of the 2nd, 3rd and 4th year(s) fees?
- e. How did you arrive at the fees amount provided for year one?
- f. What is the average hourly rate for the entire team for production of CAFR?
- g. What is the hourly rate for any additional work that may be required?

COMMENTS: (Regarding RFP response, company presentation and evaluation of proposed services).

- LARGE FIRM, BUT SEEM WOULD QUALIFIED,
DESPITE ONLY DOING 25% GOVERNMENT WORK.

- MIGHT BE A BEHAVIOR TO HAVE THEM DO CAFR SINCE
THEY ALREADY DO PERSONAL WORK FOR CITY - A GOOD
SECOND CHOICE - GREAT PRESENTATION.

- HAVE MANY GOVERNMENT CLIENTS, BUT THE OTHER
SUCH REASONMENTS ARE FOR FAR MORE MONEY
THAN M/S WOULD PAY - WHO WOULD TAKE CARE OF
FIRST?

Executed this 11th day of April 2013.

By: _____
Evaluation Committee Member



Print name

EVALUATION FORM RATING MATRIX

Name of Firm: GLSC

Category # 1	Category # 2	Category # 3
33	30	25
TOTAL OF CATEGORY POINTS:		88

Category # 1

1. Expertise and Experience- (35 Points)

- a. What is the Firm's main area of practice (%)? ~~80%~~ Govt.
 - i. If not governmental, what is the governmental percentage of the firm's practice?
 - ii. Explain your past experience and performance on comparable government engagements.
- b. What is your past performance and experience in producing CAFR(s) and Single Audits for local government?
- c. Currently, how many CAFR(s) and Single Audits are you contracted to produce?
- d. How many members of the proposed Audit team have individual expertise or experience with CAFR(s) and Single Audits?
 - i. Explain who will be on the team.
 - ii. Explain how much experience they have.
- e. Describe the team members experience with providing services to municipalities.
 - i. Who was on the team?
 - ii. How much experience did they have?
 - iii. What are the names of the municipalities?

Category # 2

2. Ability and Capability of Performing Required Services- (35 Points)

- a. What are your estimated hours to complete the project?
- b. Does this account for "Initial Staffing" for the firm to become familiar with the City's practices and personnel?
- c. Do you have any idea of how many hours were spent in providing the City's 2012 CAFR? (Approx. 425 hours)
- d. What are the current municipalities for which CAFR(s) are being prepared?
- e. What additional work is being assigned to the members of the City's team?
- f. Are there any doubts of the ability to control current workload responsibilities and meet City's deadline?
 - i. Were there any previous failures to meet deadlines?
- g. Team members? Each one's responsibility?

Category # 3

3. Fee for Services- (30 Points)

(35K)

- a. Your proposal contains all-inclusive price bid that contains all direct and indirect costs including all out-of-pocket expensive.
- b. Why were quotes not provided for:
 - i. 2nd, 3rd and 4th options Year(s) 2014, 2015 ad 2016: **(Question only for GLSC)**
 - ii. Single Audit fee category **(Question for Cherry Bekaert and GLSC)**
- c. Are the Single Audit amounts good for 2nd, 3rd and 4th years? **(Question for Cherry Bekaert and GLSC)**
- d. Are you willing to stand by the first years quote for the 2nd, 3rd and 4th years? **(Question only for GLSC)**
 - i. What was your understanding of the RFP language on the option of the 2nd, 3rd and 4th year(s) fees?
- e. How did you arrive at the fees amount provided for year one?
- f. What is the average hourly rate for the entire team for production of CAFR?
- g. What is the hourly rate for any additional work that may be required?

COMMENTS: (Regarding RFP response, company presentation and evaluation of proposed services).

FORWARDED CITY OF MS AUDITOR
COMPENSATION PRICING, (ONE YEAR QUOTE)
SUBSEQUENT YEARS TO BE NEGOTIATED

Executed this 11 day of April 2013.

By: Peter G. Baam
Evaluation Committee Member

PETER G. BAAM
Print name

EVALUATION FORM RATING MATRIX

Name of Firm: GLSC

Category # 1	Category # 2	Category # 3
30	30	20
TOTAL OF CATEGORY POINTS:		80

Category # 1

1. Expertise and Experience- (35 Points)
 - a. What is the Firm's main area of practice (%)?
 - i. If not governmental, what is the governmental percentage of the firm's practice?
 - ii. Explain your past experience and performance on comparable government engagements.
 - b. What is your past performance and experience in producing CAFR(s) and Single Audits for local government?
 - c. Currently, how many CAFR(s) and Single Audits are you contracted to produce?
 - d. How many members of the proposed Audit team have individual expertise or experience with CAFR(s) and Single Audits?
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 - e. Describe the team members experience with providing services to municipalities.
 - i. Who was on the team?
 - ii. How much experience did they have?
 - iii. What are the names of the municipalities?

Category # 2

2. Ability and Capability of Performing Required Services- (35 Points)
 - a. What are your estimated hours to complete the project?
 - b. Does this account for "Initial Staffing" for the firm to become familiar with the City's practices and personnel?
 - c. Do you have any idea of how many hours were spent in providing the City's 2012 CAFR? (Approx. 425 hours)
 - d. What are the current municipalities for which CAFR(s) are being prepared?
 - e. What additional work is being assigned to the members of the City's team?
 - f. Are there any doubts of the ability to control current workload responsibilities and meet City's deadline?
 - i. Were there any previous failures to meet deadlines?
 - g. Team members? Each one's responsibility?

Category # 3

3. Fee for Services- (30 Points)

- a. Your proposal contains all-inclusive price bid that contains all direct and indirect costs including all out-of-pocket expensive.
- b. Why were quotes not provided for:
 - i. 2nd, 3rd and 4th options Year(s) 2014, 2015 ad 2016: **(Question only for GLSC)** 2
 - ii. Single Audit fee category **(Question for Cherry Bekaert and GLSC)**
- c. Are the Single Audit amounts good for 2nd, 3rd and 4th years? **(Question for Cherry Bekaert and GLSC)**
- d. Are you willing to stand by the first years quote for the 2nd, 3rd and 4th years? **(Question only for GLSC)** 2
 - i. What was your understanding of the RFP language on the option of the 2nd, 3rd and 4th year(s) fees?
- e. How did you arrive at the fees amount provided for year one?
- f. What is the average hourly rate for the entire team for production of CAFR?
- g. What is the hourly rate for any additional work that may be required?

COMMENTS: (Regarding RFP response, company presentation and evaluation of proposed services).

*Prolo Herrera is known to us (ex Auditor)
Did not bring audit team to presentation*

Executed this 11 day of April 2013.

By: *[Signature]*
Evaluation Committee Member

GORLAND
Print name

EVALUATION FORM RATING MATRIX

Name of Firm: GLSC

Category # 1	Category # 2	Category # 3
32	32	22
TOTAL OF CATEGORY POINTS:		86

Category # 1

1. Expertise and Experience- (35 Points)

- a. What is the Firm's main area of practice (%)?
 - i. If not governmental, what is the governmental percentage of the firm's practice?
 - ii. Explain your past experience and performance on comparable government engagements.
- b. What is your past performance and experience in producing CAFR(s) and Single Audits for local government?
- c. Currently, how many CAFR(s) and Single Audits are you contracted to produce?
- d. How many members of the proposed Audit team have individual expertise or experience with CAFR(s) and Single Audits?
 - i. Explain who will be on the team.
 - ii. Explain how much experience they have.
- e. Describe the team members experience with providing services to municipalities.
 - i. Who was on the team?
 - ii. How much experience did they have?
 - iii. What are the names of the municipalities?

60% - 70% GOVT.

Category # 2

2. Ability and Capability of Performing Required Services- (35 Points)

- a. What are your estimated hours to complete the project?
- b. Does this account for "Initial Staffing" for the firm to become familiar with the City's practices and personnel?
- c. Do you have any idea of how many hours were spent in providing the City's 2012 CAFR? (Approx. 425 hours)
- d. What are the current municipalities for which CAFR(s) are being prepared?
- e. What additional work is being assigned to the members of the City's team?
- f. Are there any doubts of the ability to control current workload responsibilities and meet City's deadline?
 - i. Were there any previous failures to meet deadlines?
- g. Team members? Each one's responsibility?

350-450 HOURS

Category # 3

3. Fee for Services- (30 Points)

- a. Your proposal contains all-inclusive price bid that contains all direct and indirect costs including all out-of-pocket expensive.
- b. Why were quotes not provided for:
 - i. 2nd, 3rd and 4th options Year(s) 2014, 2015 ad 2016: (Question only for GLSC) --
 - ii. Single Audit fee category (Question for Cherry Bekaert and GLSC) --
- c. Are the Single Audit amounts good for 2nd, 3rd and 4th years? (Question for Cherry Bekaert and GLSC)
- d. Are you willing to stand by the first years quote for the 2nd, 3rd and 4th years? (Question only for GLSC)
 - i. What was your understanding of the RFP language on the option of the 2nd, 3rd and 4th year(s) fees?
- e. How did you arrive at the fees amount provided for year one?
- f. What is the average hourly rate for the entire team for production of CAFR?
- g. What is the hourly rate for any additional work that may be required?

TO BE NEGOTIATED

TO BE NEGOTIATED

NO

2. BLENDED RATE OTH. APPROX.

COMMENTS: (Regarding RFP response, company presentation and evaluation of proposed services).

- BIG DEDUCTION FOR NOT PROVIDING FEES FOR REQUIRED OPTION YEARS.

- SMALL FIRM MOST LIKELY TO PROVIDE NON-AUDIT SERVICES TO CITY, BUT DOES EMPLOY EXPERIENCED FIRM MEMBERS WHO PROVIDE SERVICES.

- ONE PERSON PRESENTATION - SEEMED TO FEEL THAT DECISION WAS ALREADY MADE.

Executed this 11th day of April 2013.

By: _____
Evaluation Committee Member

Carl K. Seid
Print name

EVALUATION FORM RATING MATRIX

Name of Firm: Cherry

Category # 1	Category # 2	Category # 3
30	30	20
TOTAL OF CATEGORY POINTS:		80

Category # 1

1. Expertise and Experience- (35 Points)

- a. What is the Firm's main area of practice (%)?
 - i. If not governmental, what is the governmental percentage of the firm's practice?
 - ii. Explain your past experience and performance on comparable government engagements.
- b. What is your past performance and experience in producing CAFR(s) and Single Audits for local government?
- c. Currently, how many CAFR(s) and Single Audits are you contracted to produce?
- d. How many members of the proposed Audit team have individual expertise or experience with CAFR(s) and Single Audits?
 - i. Explain who will be on the team.
 - ii. Explain how much experience they have.
- e. Describe the team members experience with providing services to municipalities.
 - i. Who was on the team?
 - ii. How much experience did they have?
 - iii. What are the names of the municipalities?

Category # 2

2. Ability and Capability of Performing Required Services- (35 Points)

- a. What are your estimated hours to complete the project?
- b. Does this account for "Initial Staffing" for the firm to become familiar with the City's practices and personnel?
- c. Do you have any idea of how many hours were spent in providing the City's 2012 CAFR? (Approx. 425 hours)
- d. What are the current municipalities for which CAFR(s) are being prepared?
- e. What additional work is being assigned to the members of the City's team?
- f. Are there any doubts of the ability to control current workload responsibilities and meet City's deadline?
 - i. Were there any previous failures to meet deadlines?
- g. Team members? Each one's responsibility?

Category # 3

3. Fee for Services- (30 Points)

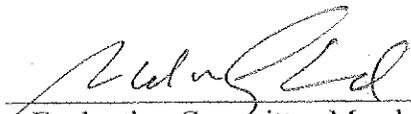
- a. Your proposal contains all-inclusive price bid that contains all direct and indirect costs including all out-of-pocket expensive.
- b. Why were quotes not provided for:
 - i. 2nd, 3rd and 4th options Year(s) 2014, 2015 ad 2016: **(Question only for GLSC)**
 - ii. Single Audit fee category **(Question for Cherry Bekaert and GLSC)**
- c. Are the Single Audit amounts good for 2nd, 3rd and 4th years? **(Question for Cherry Bekaert and GLSC)**
- d. Are you willing to stand by the first years quote for the 2nd, 3rd and 4th years? **(Question only for GLSC)**
 - i. What was your understanding of the RFP language on the option of the 2nd, 3rd and 4th year(s) fees?
- e. How did you arrive at the fees amount provided for year one?
- f. What is the average hourly rate for the entire team for production of CAFR?
- g. What is the hourly rate for any additional work that may be required?

COMMENTS: (Regarding RFP response, company presentation and evaluation of proposed services).

** Trying to develop business in S. FL (Broward, MI-DC)
(10% of business in S. FL)*

** Local Office reports to Orlando for reviews sig.*

Executed this 11 day of April 2013.

By: 
Evaluation Committee Member

GORLAND
Print name

EVALUATION FORM RATING MATRIX

Name of Firm: CHERRY BELMONT

Category # 1	Category # 2	Category # 3
33	33	15
TOTAL OF CATEGORY POINTS:		81

Category # 1

1. Expertise and Experience- (35 Points)

- a. What is the Firm's main area of practice (%)? *Substantive Govt*
 - i. If not governmental, what is the governmental percentage of the firm's practice?
 - ii. Explain your past experience and performance on comparable government engagements.
- b. What is your past performance and experience in producing CAFR(s) and Single Audits for local government?
- c. Currently, how many CAFR(s) and Single Audits are you contracted to produce?
- d. How many members of the proposed Audit team have individual expertise or experience with CAFR(s) and Single Audits?
 - i. Explain who will be on the team.
 - ii. Explain how much experience they have.
- e. Describe the team members experience with providing services to municipalities.
 - i. Who was on the team?
 - ii. How much experience did they have?
 - iii. What are the names of the municipalities?

Category # 2

2. Ability and Capability of Performing Required Services- (35 Points)

- a. What are your estimated hours to complete the project?
- b. Does this account for "Initial Staffing" for the firm to become familiar with the City's practices and personnel?
- c. Do you have any idea of how many hours were spent in providing the City's 2012 CAFR? (Approx. 425 hours)
- d. What are the current municipalities for which CAFR(s) are being prepared?
- e. What additional work is being assigned to the members of the City's team?
- f. Are there any doubts of the ability to control current workload responsibilities and meet City's deadline?
 - i. Were there any previous failures to meet deadlines?
- g. Team members? Each one's responsibility?

Category # 3

43 - 52

3. Fee for Services- (30 Points)

- a. Your proposal contains all-inclusive price bid that contains all direct and indirect costs including all out-of-pocket expensive.
- b. Why were quotes not provided for:
 - i. 2nd, 3rd and 4th options Year(s) 2014, 2015 ad 2016: **(Question only for GLSC)**
 - ii. Single Audit fee category **(Question for Cherry Bekaert and GLSC)**
- c. Are the Single Audit amounts good for 2nd, 3rd and 4th years? **(Question for Cherry Bekaert and GLSC)**
- d. Are you willing to stand by the first years quote for the 2nd, 3rd and 4th years? **(Question only for GLSC)**
 - i. What was your understanding of the RFP language on the option of the 2nd, 3rd and 4th year(s) fees?
- e. How did you arrive at the fees amount provided for year one?
- f. What is the average hourly rate for the entire team for production of CAFR?
- g. What is the hourly rate for any additional work that may be required?

COMMENTS: (Regarding RFP response, company presentation and evaluation of proposed services).

AUDIT PARTNER - ORLANDO

CURRENT SERVICES PARTNER CORN GIBBS

Large Area

Single Audit Fee

Executed this 11 day of April 2013.

By: Peter A. Brown
Evaluation Committee Member

Peter G. Baant
Print name

EVALUATION FORM RATING MATRIX

Name of Firm: CHERRY

Category # 1	Category # 2	Category # 3
30	30	20
TOTAL OF CATEGORY POINTS:		80

Category # 1

1. Expertise and Experience- (35 Points)

- a. What is the Firm's main area of practice (%)?
 - i. If not governmental, what is the governmental percentage of the firm's practice?
 - ii. Explain your past experience and performance on comparable government engagements.
- b. What is your past performance and experience in producing CAFR(s) and Single Audits for local government?
- c. Currently, how many CAFR(s) and Single Audits are you contracted to produce?
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 - ii. Explain how much experience they have.
- e. Describe the team members experience with providing services to municipalities.
 - i. Who was on the team?
 - ii. How much experience did they have?
 - iii. What are the names of the municipalities?

*Locke Office/1020
Govt. work.
8570-TAMPA
5070-ORLANDO*

Category # 2

2. Ability and Capability of Performing Required Services- (35 Points)

- a. What are your estimated hours to complete the project?
- b. Does this account for "Initial Staffing" for the firm to become familiar with the City's practices and personnel?
- c. Do you have any idea of how many hours were spent in providing the City's 2012 CAFR? (Approx. 425 hours)
- d. What are the current municipalities for which CAFR(s) are being prepared?
- e. What additional work is being assigned to the members of the City's team?
- f. Are there any doubts of the ability to control current workload responsibilities and meet City's deadline?
 - i. Were there any previous failures to meet deadlines?
- g. Team members? Each one's responsibility?

*400-450
425*

Category # 3

*FIRST SET OF 898'S
CONTINUITY OF SERVICES*

3. Fee for Services- (30 Points)

- a. Your proposal contains all-inclusive price bid that contains all direct and indirect costs including all out-of-pocket expense.
- b. Why were quotes not provided for:
 - i. 2nd, 3rd and 4th options Year(s) 2014, 2015 and 2016: (Question only for GLSC)
 - ii. Single Audit fee category (Question for Cherry Bekaert and GLSC)
- c. Are the Single Audit amounts good for 2nd, 3rd and 4th years? (Question for Cherry Bekaert and GLSC)
- d. Are you willing to stand by the first years quote for the 2nd, 3rd and 4th years? (Question only for GLSC)
 - i. What was your understanding of the RFP language on the option of the 2nd, 3rd and 4th year(s) fees?
- e. How did you arrive at the fees amount provided for year one?
- f. What is the average hourly rate for the entire team for production of CAFR?
- g. What is the hourly rate for any additional work that may be required?

*NO BIDDING AT TIME
\$5500 TO \$4500*

COMMENTS: (Regarding RFP response, company presentation and evaluation of proposed services).

- FEES TO HIGH; DEDUCTION FOR NO "SINGLE AUDIT" FEES AMOUNTS PROVIDED

- FROM 700 BIL AND REMAIN NO LOCAL COVERAGE IN MIAMI (NO GOVT. WORK). EXPERTS IN TEXAS & CALIFORNIA. (MAYBE BIL CLIENT)

- ONLY ONE SMALL CITY CLIENT; TRYING TO GET INTO THE FIELD NOW.

- NO LETTER OF RECOMM. FROM ONLY LOCAL SMALL CITY CLIENT.

Executed this 11th day of April 2013.

By: _____
Evaluation Committee Member

[Signature]

Print name

4-22-2013



**CITY OF MIAMI SPRINGS
OFFICE OF THE CITY CLERK**

201 Westward Drive
Miami Springs, FL 33166-5259
Phone: 305.805.5006
Fax: 305.805.5028

TO: Ronald K. Gorland, City Manager *Rog*

VIA: Magali Valls, City Clerk *M. Valls*

FROM: Elora R. Sakal, Board Secretary *ES*

DATE: April 12, 2013

SUBJECT: Board of Parks and Parkways Recommendation

Based on their actions taken at their meeting of April 11, 2013, the Board of Parks and Parkways members would like to bring the following recommendation to the attention of the City Council:

"Board member Brooks made a recommendation to Council that the City of Miami Springs funds the site preparation, purchase and installation of new plants and landscaping for the purpose of renovating the Butterfly Park in a manner that provides for the security and enjoyment of the public and the attraction of butterflies and birds to the area. The cost of the project is \$2,500.00. If the funds are not available in the current year budget, it is requested that the restoration be done in quarterly budget phases in order to fund the project from the 2013 and 2014 budget years. Board member Priess seconded the motion which was carried unanimously on voice vote."

Attachments: Excerpts of Minutes

MIAMI SPRINGS
PUBLIC WORKS

2013 APR 18 A 9:41

EXCERPTS - BOARD OF PARKS AND PARKWAYS MEETING OF APRIL 11, 2013

Board member Brooks made a recommendation to Council that the City of Miami Springs funds the site preparation, purchase and installation of new plants and landscaping for the purpose of renovating the Butterfly Park in a manner that provides for the security and enjoyment of the public and the attraction of butterflies and birds to the area. The cost of the project is \$2,500.00. If the funds are not available in the current year budget, it is requested that the restoration be done in quarterly budget phases in order to fund the project from the 2013 and 2014 budget years. Board member Priess seconded the motion which was carried unanimously on voice vote.

Board member Brooks read additional background information regarding the Butterfly Garden as follows:

"The existing Butterfly Park is partially overgrown and most of the shrubs are not flowering or fruiting as a result of the maintenance requirements and their location in relation to the available sunlight. Few of the remaining plants attract the butterflies and wildlife as was the case when the landscaping was initially installed and established. The required site preparation includes hedge and tree removal, establishing beds, plant installation and irrigation considerations."

City Council Meeting of:

4-22-2013



CITY OF MIAMI SPRINGS
OFFICE OF THE CITY CLERK
201 Westward Drive
Miami Springs, FL 33166-5259
Phone: 305.805.5006
Fax: 305.805.5028

TO: Ronald K. Gorland, City Manager 
VIA: Magali Valls, City Clerk 
FROM: Elora R. Sakal, Board Secretary 
DATE: April 12, 2013
SUBJECT: Board of Parks and Parkways Recommendation

Based on their actions taken at their meeting of April 11, 2013, the Board of Parks and Parkways members would like to bring the following recommendation to the attention of the City Council:

"Yard of the Month – May – 651 Falcon Avenue

Chair Richey asked for all those in favor of 651 Falcon Avenue being the May Yard of the Month and by consensus the Board members agreed.

Yard of the Month – June - 489 LaVilla Drive

Chair Richey asked for all those in favor of 489 LaVilla Drive being the June Yard of the Month and by consensus the Board members agreed."

Attachments: Excerpts of Minutes

EXCERPTS - BOARD OF PARKS AND PARKWAYS MEETING OF APRIL 11, 2013

a) Yard of the Month – May – 651 Falcon Avenue

Chair Richey asked for all those in favor of 651 Falcon Avenue being the May Yard of the Month and by consensus the Board members agreed.

b) Yard of the Month – June - 489 LaVilla Drive

Chair Richey asked for all those in favor of 489 LaVilla Drive being the June Yard of the Month and by consensus the Board members agreed.

City of Miami Springs



CODE REVIEW

**COMMERCIAL
VEHICLES**

APRIL 2013

Our current Code is inadequate for controlling commercial vehicles in the city. The Code needs updating. We have divided the code into two sections, one to deal with Residential properties and another to deal with Commercial properties. Tonight we will only be dealing with the Code as it pertains to Residential properties.

Following are our suggestions for amending the Code in regard to dealing with the parking of Trucks, Vans and Utility Vehicles in residential zoning districts of the City. These suggestions actually constitute a liberalization of the Code, which currently does not allow parking of Commercial Vehicles in any Residentially Zoned Districts.

All trucks, vans or utility vehicles without any commercialization* which do not exceed 14,000 pounds Gross Vehicle Weight, may be parked without restriction or limitation in City Residential Zoning Districts.

*Commercialization can include as little as signage or the addition of supplemental equipment on the vehicles.

VISITATION PARKING

1-During the hours of 7 am and 10 pm, Commercial Vehicles providing service to residential properties may park for a period of up to two hours, unless an extended period is approved by the City Manager or his designee.

2-Visits to owned residences by City Residents who drive Commercial Vehicles, provided there is no impedance to traffic or safety, for up to two hours. Visits are not allowed for the purpose of restocking, cleaning or servicing Commercial vehicles.

PROVISIONAL PARKING

1-Commercialized vehicles as listed below, which are under 14,000 pounds in Gross Vehicle Weight, shall be allowed to park in Residential Zoning Districts in rear yards, provided they are no closer than five feet to any property line.

2-If rear yards are not accessible or available, parking in side yards of Residentially Zoned properties may be permitted by variance application.

PROHIBITED PARKING

The following vehicles, regardless of size or weight, shall be deemed to be Commercial or commercialized vehicles and shall only be allowed in Residentially Zoned Districts of the City as previously defined under provisional parking.

- * **Box Trucks**
- * **Equipment Carriers**
- * **Trailers**
- * **Lunch/Food Trucks or vehicles**
- * **Material/Supply Carriers**
- * **Tow Trucks**
- * **Pickup Trucks altered to carry material or supplies**
- * **Commercial Transportation Vans**
- * **Buses**
- * **Tractor/Trailers**
- * **Other vehicles which are clearly designed for Commercial use**
- * **Vehicles with Commercial Company advertising or information printed on the body of the vehicle**

SOME EXAMPLES

**MODIFIED
STANDARD VEHICLES**







COMMERCIAL TRAILERS



4 HORSE TRAILERS



LUNCH TRUCKS



TOW TRUCKS

MIAMI SPRINGS



TOWING & RECOVERY

5495 NW 72 AVE.
Miami, Florida

787 281 1111



MATERIAL CARRIERS



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CENTER
Miami, Florida
(305) 636-3888

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MAKES MOVING EASIER

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RIGHT EQUIPMENT / LOWEST COST

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ALABAMA

NOTHING 'OUT THERE' IN THIS COUNTY



Where Will U Go Next?

DID YOU KNOW...

Strange flora, previously unknown to botanists, were discovered in the hidden Katoosa Delimita Glades, an area often referred to as a "botanical lost world". Why do these mysterious rare plants grow only over this unique landscape?

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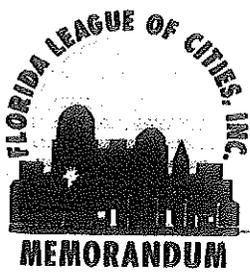
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TRANSPORTER VANS



City of Miami Springs THANK YOU VERY MUCH!





Agenda Item No. 10H

City Council Meeting of:

04-22-2013

TO: Key Officials
Local/Regional Leagues

FROM: Stewart Nelson, Graphics Designer ^{SN}

DATE: April 8, 2013

SUBJECT: Advertising in Conference Issue of *Quality Cities*

We are pleased to announce that the 87th Annual Conference of the Florida League of Cities will be held August 15-17, 2013, at the World Center Marriott in Orlando, Florida. As in previous years, we are extending to all Florida cities and local/regional leagues an invitation to advertise in the special conference issue of *Quality Cities*. This offers an excellent opportunity to extend best wishes for a successful conference to our host, the City of Orlando. The deadline for advertising space reservations and advertising copy is Friday, May 31, 2013.

We have enclosed a form (see other side) that must be signed and returned for ad placement. The form includes ad sizes and costs. If your city advertised last year, a copy of your ad is enclosed. You can use it in developing this year's ad. If you did not advertise last year, a sample ad is enclosed.

To make your ad more attractive, we encourage you to include artwork such as your city's logo or a photograph. To ensure the highest quality reproduction of your ad, please call me if you have questions concerning our magazine production requirements or email me at snelson@flcities.com. You may expedite your reservation by faxing the form to (850) 222-3806 or mail the original agreement to my attention.

We look forward to your continued cooperation and support in our efforts to make this conference the best ever.

Enclosures

(Over)

The _____

would like to place a

(name of Municipality/Local-Regional League)

- 1 page — \$500.00 b/w—width 7-1/4" x height 9-1/4"
- 1/2 page — \$300.00 b/w—width 7-1/4 x height 4-1/2"
- 1/4 page — \$200.00 b/w—width 4-1/2" x height 4-1/2"
- 1/8 page — \$110.00 b/w—width 2-1/2" x height 4-1/2"

- 1 page — \$1,000.00 4 color
- 1/2 page — \$800.00 4 color
- 1/4 page — \$700.00 4 color
- 1/8 page — \$610.00 4 color

ad in the annual conference issue of *Quality Cities*.

Indicate one:

The _____ (name of Municipality/Local-Regional League)

would like to run the same ad as last year with the only changes being 87th Annual Conference and host, the City of Orlando.

I would like the following copy to appear in our ad (if using a previous year's ad, please make corrections on tear-sheet or additional sheet): _____

I am enclosing: black and white artwork digital file a photo to be used in the ad. ("Instant" photos are not acceptable.)

Digital photos/graphics should be 300 pixels per inch resolution for production in the magazine.

Signature: _____ Title: _____

Print name: _____ Phone: _____

Due to time constraints, we cannot provide proofs of ads, but welcome your ads on computer disk (call for information), email or as camera-ready ads.

Your advertising copy and this signed form must be in the League's office no later than June 7, 2013. For more information, please call Stewart Nelson at (850) 701-3663 or (850) 222-9684, or email snelson@fkcities.com.

OFFICE USE ONLY	
PAID	
Date	_____
Check #	_____
Amount \$	_____
Account #	_____

Please fax the completed form and ad copy to Stewart Nelson at (850) 222-3806, or email snelson@fkcities.com or send by mail to:

Stewart Nelson, Florida League of Cities, P.O. Box 1757, Tallahassee, FL 32302-1757

or for overnight mailing: Florida League of Cities, 301 South Bronough Street, Suite 300, Tallahassee, FL 32301

1 Page Ad Black and white - \$500.00
7-1/4"w X 9-1/4"h

1 Page Ad 4-color - \$1,000.00
7-1/4"w X 9-1/4"h

NOTE:

Please ensure that your ad conforms to the sample sizes shown in this document.

Ads built in Word or Publisher are accepted and will be converted to a press-quality PDF if possible. If problems occur in the creation of the PDF, we will have to rebuild your ad in a different program for use in the magazine. Therefore, we cannot guarantee an exact font match.

Accepted ad formats are InDesign CS5-CS6, TIFF, EPS, JPEG and PDF (preferred) for PC. Mac files will be placed by the printer when the magazine goes to press unless a PDF version is submitted. Please mail a hard copy of your ad so that we can be sure it prints correctly. Do not use low-resolution photos (72ppi - Web quality) or low-resolution graphics (such as your city logo from your Website) in your ad. Artwork should be 300ppi.

If you send your ad in PDF format, please set the conversion preferences for "Press quality" with all fonts embedded. Be sure to print out and review your PDF document after you have created it to ensure that it is the same as your original. If you have any questions about how to do this in Word or Publisher, please contact me for assistance.

Any questions? Please email Stewart Nelson at snelson@flicities.com or call (850) 701-3663.

PLEASE SEE OTHER SIDE FOR SMALLER AD SIZES.

1/2 Page Ad black and white - \$300.00
7-1/4"w X 4-1/2"h

1/2 Page Ad 4-color - \$800.00
7-1/4"w X 4-1/2"h

1/4 Page Ad black and white - \$200.00
4-1/2"w X 4-1/2"h

1/4 Page Ad 4-color - \$700.00
4-1/2"w X 4-1/2"h

**1/8 Page Ad
black and white
\$110.00
2-1/2"w X 4-1/2"h**

**1/8 Page Ad
4-color -
\$610.00
2-1/2"w X 4-1/2"h**

Miami Springs salutes the Florida League of Cities!



▲ Recently renovated Miami Springs Golf & Country Club

▲ Miami International Airport, Miami Springs neighbor to the south

▲ Newly built Miami Springs Community Center & Theater



▲ Historically designated and restored Curtiss Mansion

86 QUALITY YEARS!



▲ The Circle in the heart of beautiful downtown

Miami Springs, one of Florida's first platted cities, was established in 1926 as a model of sound urban planning and good governance; those same principles continue to protect our exceptional quality of life while we diligently prepare for the future.



For 86 years, the Florida League of Cities has supported Miami Springs and many other Florida cities through unwavering dedication and commitment to promoting and protecting the keystone of American democracy - local self-government.

MIAMI SPRINGS

www.miamisprings-fl.gov

Miami Springs City Hall / 201 Westward Drive / 305-805-5000



▲ Councilmember Bob Best, Councilmember Dan Espino, Mayor Xavier Garcia, Councilmember George Lob, Councilmember Jennifer Ator

CITY OF MIAMI SPRINGS



Finance Department
201 Westward Drive
Miami Springs, FL 33166-5289
Phone: (305) 805-5014
Fax: (305) 805-5037

To: The Honorable Mayor Javier Garcia and Members of the City Council

VIA: Ron Gorland, City Manager

FR: William Alonso, CPA, CGFO, Finance Director

Date: April 12, 2013

Re: FY2012-2013 2nd Quarter Budget Status Report (Unaudited)

Attached, please find the above referenced report based on revenues received and appropriations expended through March 31, 2013. The purpose of this report is to apprise the City's governing body of the FY2012-2013 budgetary status and projected year-end revenues, expenditures, and fund balances

I. OVERVIEW

At the end of the second quarter of FY2013 the City is within budgeted revenues and expenditures. We are not projecting any significant increase/decrease to our fund balance at the end of the fiscal year. The revenues and expenditures as of the end of the second quarter of FY2012-2013 are within budgeted amounts and in line with the amounts reported for the same period of last fiscal year.

As you can see from page 18, the golf course reported a loss which is approximately double than the same period last year. The main reason for this increase was a decrease in revenues of almost \$51,000 from last year, see page 18 and 19 for a detail analysis.

As in previous interim reports, this report is organized as follows:

- I. Overview/Financial Dashboard - Pages 1-3
- II. General Fund Revenues – Page 4
- III. General Fund Expenditures – Page 6
- IV. General Fund Subsidized Departments
 - a) Senior center - Page 7
- V. Enterprise Funds - Pages 8-9
- VI. Investments – Page 10

- VII. Analysis of Charges for Services
 - a) Building & Zoning/Code Enforcement – Page 11
 - b) Recreation Department – Page 12

- VIII. Other Funds
 - a) Road and Transportation Fund – Page 13
 - b) Law Enforcement Trust Fund – Page 14
 - c) Capital Fund – Page 15
 - d) Debt Service Fund – Page 16

- IX Status of Designated Fund Balance Page 17

- X. Golf Course Financial Report – Pages 18,19 and A-1 thru C-1

The following chart is a projection of the City’s projected revenues, expenditures, and general fund balance as of the end of the 2nd Qtr FY2013:

Chart A – General Fund Balance Projection as of 2nd^t quarter FY2012-2013

Chart A- General Fund Budget Summary-FY 2012-2013

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Projected Year-End</u>	<u>Variance</u>
Sources:				
General Fund beginning balance	4,391,810	4,394,465	4,394,465	-
Current revenues	13,497,708	13,781,432	13,643,618	(137,814)
Transfers in	530,000	530,000	530,000	-
Total Sources	<u>18,419,518</u>	<u>18,705,897</u>	<u>18,568,083</u>	<u>(137,814)</u>
Uses:				
Operating expenditures	13,513,536	13,797,256	13,659,283	(137,973)
Transfers out	514,176	514,176	514,176	-
Total Uses	<u>14,027,712</u>	<u>14,311,432</u>	<u>14,173,459</u>	<u>(137,973)</u>
General Fund ending balance	<u>4,391,806</u>	<u>4,394,465</u>	<u>4,394,623</u>	<u>158</u>
Projected change in fund balance		<u>(158)</u>		

FINANCIAL DASHBOARD

FINANCIAL INDICATORS-GENERAL FUND

	<i>Budgeted</i>	<i>Actual</i>	<i>% of budget</i>
General Fund Revenues as of 3/31/13	\$14,032,177	\$8,455,972	59% (1)
General Fund Revenues as of 3/31/12	\$14,143,605	\$8,882,893	61% (1)

General Fund Expenditures as of 3/31/13	\$14,297,688	\$6,768,158	47% (2)
General Fund Expenditures as of 3/31/12	\$14,457,118	\$7,112,078	49% (2)

	<i>As of 9/30/12</i>	<i>Projected 9/30/13</i>	<i>\$ Increase/Decrease</i>
General Fund Reserve	\$4,394,465	\$4,394,623	\$(158)

INVESTMENT INDICATOR

	<i>As of 9/30/12</i>	<i>As of 3/31/13</i>	<i>\$ Increase/(Decrease)</i>
Investments	\$ 7,035,348	\$ 8,393,450	\$ 1,358,102

	<i>Total On Deposit</i>	<i>Unrealized Loss</i>	<i>Net Asset Value</i>
SBA Account	\$84,979	\$ (1,511)	\$83,468

FINANCIAL INDICATORS-OTHER

	<i>Revenues as of 3/31/13</i>	<i>Expenditures as of 3/31/13</i>	<i>Deficit at 3/31/13</i>	<i>Deficit at 3/31/12</i>
Golf Course fund operating deficit requiring General Fund subsidy	\$588,901	\$714,890	\$(125,989)	\$(63,528)

	<i>Revenues as of 12/31/12</i>	<i>Expenditures as of 12/31/12</i>	<i>Surplus at 12/31/12</i>	<i>Deficit at 3/31/12</i>
Building & Code	\$ 177,931	\$ 126,861	\$ 51,070	\$(61,426)

	<i>As of 9/30/12</i>	<i>As of 3/31/13</i>	<i>\$ Increase/(Decrease)</i>
Long-Term Debt	\$5,783,260	\$5,404,182	\$(379,078)

	<i>At 3/31/13</i>	<i>At 3/31/12</i>
% of Recreation Expenditures Collected in Fees	15.3%	19.7%

Notes:

(1) The budgeted revenues does not include the \$279,255 that was appropriated from fund balance. Additionally, you can see that for the current year our revenues are being received at a 59% rate compared to 61% for the same period last year mainly due to ad valorem tax revenues being received at a slower pace from the County.

(2) Actual expenditures are running at about the same pace as last year 47% vs. 49% when compared to budgeted expenditures. This is indicative of a budget that is realistic and inline with actual city activities.

II) REVENUES

Chart B-Schedule of General Fund Budgeted and Actual Revenues
For the Period Ending March 31, 2013
(50% OF YEAR COMPLETED)

Department	2011-12	FISCAL YEAR 2012-2013				PRIOR YEAR AS of 3/31/12	Note
	FULL YEAR ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL AS of 3/31/13	% OF BUDGET		
Ad Valorem Taxes - Current	\$ 5,792,665	\$ 5,804,091	\$ 5,804,091	\$ 4,784,948	82%	\$ 4,946,669	1
Ad Valorem Taxes - Delinquent	19,336	20,000	20,000	-	0%	6,744	1
Utility and Franchise Taxes	2,578,754	2,682,693	2,682,693	992,591	37%	1,005,388	
Occupational Licenses - City	77,874	70,000	70,000	92,683	132%	64,795	
Occupational Licenses - County	20,957	17,000	17,000	9,000	53%	9,346	
Building Permits	140,163	225,000	225,000	119,079	53%	90,209	
Electrical Permits	27,496	62,500	62,500	26,408	42%	16,143	
Plumbing Permits	27,337	50,000	50,000	15,036	30%	13,542	
Roofing Permits	35,980	33,750	33,750	24,591	73%	18,161	
Mechanical Permits	21,622	31,250	31,250	6,927	22%	6,711	
Zoning Permits	1,150	5,500	5,500	-	0%	600	
Certification of Completions	1,965	1,500	1,500	815	54%	1,065	
Structural Permits	16,761	18,750	18,750	10,200	54%	8,961	
POD Permit Fees	1,800	1,500	1,500	750	50%	1,400	
Other Permits	115,042	128,750	128,750	129,455	101%	50,295	
Misc Plan Reviews	-	1,000	1,000	-	0%	-	
Zoning Review Fees	-	80,000	80,000	12,100	15%	-	
Planning Board Fees	-	13,750	13,750	-	0%	-	
Misc Planning Fees	-	6,000	6,000	6,470	108%	-	
Local Option Gas Tax	361,726	371,007	371,007	178,112	48%	178,325	
Revenue sharing	404,323	395,000	395,000	190,924	48%	192,509	
Alcoholic Beverage License	15,223	9,000	9,000	678	8%	4,894	
1/2-cent Sales Tax	896,447	941,884	941,884	394,530	42%	376,865	
Gas Tax Rebate	11,285	8,000	8,000	4,733	59%	8,435	
School Crossing Guards	32,256	18,000	18,000	10,659	59%	10,063	
After School Programs	42,094	22,500	22,500	25,173	112%	27,307	
SWIM MEETS/TEAM RENTAL	12,715	21,600	21,600	7,107	33%	7,107	
Swimming Pool Admissions	83,286	8,000	8,000	5,332	67%	7,648	
Swim Lessons	-	45,000	45,000	-	0%	-	
Annual Daddy/Daughter Dance	3,263	7,000	7,000	3,213	46%	3,193	
Pelican theatre	6,360	5,000	5,000	6,350	127%	2,556	
Vending Machines	1,725	3,000	3,000	971	32%	1,100	
Fireworks-VG	-	3,000	3,000	-	0%	-	
Summer Camp	158,725	170,000	170,000	40	0%	20,263	
Summer Camp Activity Fee	16,900	18,000	18,000	-	0%	7,500	
Senior Center Rental	-	2,500	2,500	-	0%	-	
Annex Rental	-	1,625	1,625	-	0%	-	
Gym Rental	-	5,000	5,000	690	14%	(380)	
Fitness Room Membership	47,228	15,000	15,000	23,961	160%	24,127	
Gym Admission Fees	-	3,000	3,000	-	0%	-	
Yoga Classes	19,502	17,100	17,100	7,481	44%	10,197	
Annual Turkey Trot	1,210	500	500	1,210	242%	1,210	
Basketball Fees	26,405	42,175	42,175	24,250	57%	19,360	
Other activities	1,115	3,830	3,830	964	25%	600	
Pool Rental	27,278	5,000	5,000	3,720	74%	20,986	
Pool Memberships	7,663	2,400	2,400	1,586	66%	-	
Jazzercise	3,925	4,800	4,800	1,963	41%	1,963	
Green Fees	762,746	857,958	857,958	443,407	52%	492,316	
Golf Memberships	52,824	45,535	45,535	16,626	37%	18,813	
Cart Rentals	113,563	82,236	82,236	43,969	53%	42,419	
Range Fees	98,907	100,874	100,874	55,844	55%	57,589	
Golf Merchandise Sales	53,489	57,848	57,848	29,301	51%	28,050	
Gift Certificate Redeemed	735	3,598	3,598	366	10%	759	
Rain Check Redeemed	(17,778)	(13,462)	(13,462)	(3,701)	27%	(7,218)	
CanAm Commissions	(450)	-	-	(1,075)	0%	-	
Golf Pro Commissions	2,262	3,000	3,000	201	7%	1,827	
Golf Course Rentals	8,440	8,235	8,235	3,926	48%	5,089	
GHIN Disabled Fees	183	868	868	37	4%	146	
Miscellaneous Charges for Serv	-	6,000	6,000	10	0%	265	
Copies & Other Charges	3,038	2,000	2,000	1,196	60%	1,480	
Tree Replacement	200	-	-	970	100%	200	
Lien Search	14,365	10,000	10,000	6,847	68%	6,435	
Re-occupancy inspection fee	15,600	15,000	15,000	11,475	77%	6,700	
Clerk of the Court - Fines	118,587	200,000	200,000	36,493	18%	50,120	
Code Enforcement tickets	15,400	15,000	15,000	3,325	22%	10,100	
Disabled Parking tickets	7,442	-	-	-	0%	-	
Interest - Checking	-	-	-	-	0%	(2,068)	
Interest-CD's	27,461	17,000	17,000	5,970	35%	7,422	
Interest - Tax Collections	1,656	2,000	2,000	-	0%	381	
Rent - Metro Fire	14,040	17,000	17,000	5,607	33%	6,897	
Rent - Dade Co. Library	8,253	8,300	8,300	4,127	50%	4,127	
Rent - Bus Benches	4,165	3,900	3,900	2,142	55%	2,040	

**Chart B-Schedule of General Fund Budgeted and Actual Revenues
For the Period Ending March 31, 2013
(60% OF YEAR COMPLETED)**

Department	2011-12	FISCAL YEAR 2012-2013					
	FULL YEAR ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL AS of 3/31/13	% OF BUDGET	PRIOR YEAR AS of 3/31/12	Note
Recreational Activities	14,693	-	-	4,884	100%	6,508	
Sprint Tower	87,640	90,000	90,000	72,624	81%	66,611	
Nextel	6,490	8,300	8,300	6,749	81%	-	
Metro PCS	8,211	8,400	8,400	8,540	102%	8,211	
Surplus sale of equipment	13,715	52,589	52,589	8,253	16%	-	
Other Miscellaneous	56,866	80,000	80,000	24,023	30%	17,638	
Insurance Reimbursement	12,833	-	-	45,448	100%	-	
Code Enforcement Liens	-	1,000	1,000	-	0%	-	
Returned check charges	389	2,000	2,000	80	4%	170	
Byrne Grant	11,026	15,000	15,000	-	0%	1,220	
Police COPS Grant	176,382	-	-	-	0%	47,091	
Other Grants	10,086	-	-	28,171	100%	1,632	
Red Light Fines	314,116	400,043	400,043	200,417	50%	70,725	
Historic Tax Credit	105,000	-	-	-	0%	-	
ITF - Road & Transportation	542,153	-	-	-	0%	531,653	
ITF - Sanitation Admin Fee	450,000	470,000	470,000	235,000	50%	205,188	
ITF- Stormwater Admin Fee	55,000	60,000	60,000	30,000	50%	26,500	
Appropriated fund balance	-	265,510	279,255	-	0%	-	
TOTALS >>>	\$ 14,231,734	\$ 14,297,687	\$ 14,311,432	\$ 8,455,972	59%	\$ 8,903,448	

II. REVENUES

Notes to Revenue Schedule:

- (1) Approximately 75-90% of the annual property tax assessment is collected during the months of October thru January of each fiscal year, the City invests all excess amounts until the funds are required to pay normal operating expenditures of the City. However, as you can see in the revenue report, ad valorem taxes received during the first six months of the fiscal year is approximately \$161,721 less than the amount received for the same period last year. This caused our YTD revenues collected to be 59% compared to the 61% collected last year.

III) EXPENDITURES

Chart C-Schedule of General Fund Budgeted and Projected Expenditures
For the Period Ending March 31, 2013
(50% OF YEAR COMPLETED)

Department	FY2011-12 ACTUAL	FISCAL YEAR 2012-2013				NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 3/31/2013	% OF ACTUAL VS. BUDGET	
General Government:						
Mayor & City Council	199,338	115,732	115,732	44,658	39%	
Office of the City Manager	686,462	338,264	338,263	153,504	45%	
Office of the City Clerk	285,368	330,482	324,316	122,581	38%	
Office of the City Attorney	156,503	161,000	161,000	73,103	45%	
Human Resource Department	199,895	186,293	187,340	92,876	50%	
Finance-Administration	567,791	489,424	541,702	273,089	50%	
Finance-Professional Services	152,089	265,883	265,883	120,705	45%	
IT Department	339,353	362,138	362,138	181,142	50%	
Planning Department	130,472	122,886	127,387	52,275	41%	
Non-Departmental	527	-	-	-	0%	
Total General Government	2,717,798	2,372,102	2,423,761	1,113,933	46%	1
Public Safety:						
Police Department	5,711,639	5,823,885	5,823,885	2,808,194	48%	
Building, Zoning & Code Enforcement	599,009	573,013	582,145	259,542	45%	
Total Public Safety	6,310,648	6,396,898	6,406,030	3,067,736	48%	1
Public Works:						
Public Works - Administration	444,725	411,537	424,437	166,718	39%	
Public Works - Streets	323,868	338,713	341,713	185,281	54%	
Public Works - Properties	811,936	596,763	609,773	345,564	57%	
Public Works - Building Maintenance	292,605	172,043	236,196	171,177	72%	
Public Works - Fleet Maintenance	30,685	13,250	28,034	(2,256)	-8%	
Total Public Works	1,903,819	1,532,306	1,640,153	866,484	53%	1
Parks and Recreation:						
Recreation	1,578,899	1,495,705	1,501,946	614,592	41%	
Aquatics	258,638	211,545	265,481	94,353	36%	
Tennis	26,876	25,960	25,960	17,318	67%	
Park Maintenance	87,507	123,815	123,815	43,064	35%	
Golf Administration	22,729	22,317	22,317	11,346	51%	
Golf Pro Shop	546,341	528,038	539,039	282,445	52%	
Golf Maintenance	792,306	804,850	848,754	421,092	50%	
Total Parks and Recreation	3,313,296	3,212,230	3,327,312	1,484,210	45%	
TOTAL GENERAL FUND EXPS.	14,245,561	13,513,536	13,797,256	6,532,363	47%	1
Transfers to other funds						
Debt Service fund	313,205	363,205	363,205	181,602	50%	
Capital Fund	19,674	-	-	-	0%	
Senior Center Fund	123,326	150,971	150,971	54,193	36%	
Total Transfers Out:	456,205	514,176	514,176	235,795	46%	1
Increase (decrease) in fund balance	(470,032)	-	-	-		
TOTAL GENERAL FUND USES	14,231,734	14,027,712	14,311,432	6,768,158	47%	

III. EXPENDITURES

Notes to Expenditure Schedule:

- (1) All departments are within budget as of the end of the fiscal year. There are variances within some departments greater/less than 50%, however these fluctuations are based on seasonality and not on definite trends that will cause the department to be over budget later in the year. Any variances greater than 60% (if any) will be addressed by us herein.

IV) FUNDS SUBSIDIZED BY GENERAL FUND

CHART D-CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-SENIOR CENTER
(50% OF YEAR COMPLETED)

	FY2011-12 ACTUAL	FISCAL YEAR 2012-13			% OF ACTUAL VS. BUDGET
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 3/31/2013	
Revenues:					
USDA C-1	\$ 10,622	\$ 18,229	\$ 18,229	\$ 5,550	30%
USDA C-2	18,127	9,815	9,815	9,012	92%
Local Grants C-1	93,668	76,759	76,759	30,966	40%
Local Grants C-2	51,169	51,491	51,491	27,393	53%
Local Grants III-B	22,781	20,707	20,707	9,675	47%
CDBG Grant	39,098	-	-	-	100%
Sales to Va Gardens	17,225	16,800	16,800	8,365	50%
Donations	4,884	1,575	1,575	1,376	87%
Misc Revenues	782	-	-	736	0%
Total revenues	258,356	195,376	195,376	93,073	48%
Expenditures:					
Administrative Costs	150,328	155,638	155,638	68,943	44%
Catering and operating supplies	134,708	146,500	170,970	58,168	34%
Operating Costs	49,397	53,908	53,908	20,155	37%
Capital Outlay	66,118	6,000	6,000	-	0%
Total expenditures	400,551	362,046	386,516	147,266	38%
Excess (deficiency) of revenues over expenditures	(142,195)	(166,670)	(191,140)	(54,193)	28%
Other financing sources					
Transfers in	123,326	150,971	191,140	54,193	28%
Total other financing sources	123,326	150,971	191,140	54,193	28%
Net change in fund balance	(18,869)	(15,699)	-	-	0%
Beginning fund balance	18,869	15,699	-	-	
Ending fund balance	\$ -	\$ -	\$ -	\$ -	

**CHART H-CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-SANITATION
(50% OF YEAR COMPLETED)**

	FY2011-12 <u>ACTUAL</u>	FISCAL YEAR 2012-13			<u>% OF ACTUAL VS. BUDGET</u>	<u>NOTES</u>
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 3/31/2013</u>		
Operating revenues:						
Sanitation revenues	\$ 2,126,145	\$ 2,293,028	\$ 2,293,028	\$ 1,879,957	82%	1
Total operating revenues	<u>2,126,145</u>	<u>2,293,028</u>	<u>2,293,028</u>	<u>1,879,957</u>	82%	
Operating expenses:						
Administrative costs	1,291,807	797,627	797,627	595,165	75%	
Operations and maintenance	267,104	720,688	720,688	161,373	22%	
Disposal costs	607,835	716,500	716,500	250,514	35%	
Depreciation and amortization	54,074	54,400	54,400	27,037	50%	
Total operating expenses	<u>2,220,820</u>	<u>2,289,215</u>	<u>2,289,215</u>	<u>1,034,089</u>	45%	
Operating income (loss)	<u>(94,675)</u>	<u>3,813</u>	<u>3,813</u>	<u>845,868</u>	22184%	
Nonoperating revenues (expenses):						
Interest income	1,008	-	-	511	0%	
Interest expense and fees	<u>(5,837)</u>	<u>(3,813)</u>	<u>(3,813)</u>	<u>2,181</u>	-57%	
Total nonoperating revenues (expenses)	<u>(4,829)</u>	<u>(3,813)</u>	<u>(3,813)</u>	<u>2,692</u>	0%	
Income (Loss) before transfers	<u>(99,504)</u>	<u>-</u>	<u>-</u>	<u>848,560</u>	100%	
Change in net assets	<u>(99,504)</u>	<u>-</u>	<u>-</u>	<u>848,560</u>	100%	1
Total net assets, October 1	<u>962,365</u>	<u>862,861</u>	<u>862,861</u>	<u>862,861</u>		
Total net assets, September 30	<u>\$ 862,861</u>	<u>\$ 862,861</u>	<u>\$ 862,861</u>	<u>\$ 1,711,421</u>		

Note:

Collection of 41% of revenues is a result of the trash bills now being a part of the property tax bill which is mostly collected between October and March of each fiscal year.

**CHART I-CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-STORMWATER
(50% OF YEAR COMPLETED)**

	FY2011-12 <u>ACTUAL</u>	FISCAL YEAR 2012-13			% OF ACTUAL VS. BUDGET	NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 3/31/2013</u>		
Operating revenues:						
Residential Class I	\$ 285,945	\$ 250,000	\$ 250,000	\$ 70,026	28%	
Total operating revenues	<u>285,945</u>	<u>250,000</u>	<u>250,000</u>	<u>70,026</u>	28%	
Operating expenses:						
Administrative costs	161,123	141,176	173,654	90,209	52%	
Operations and maintenance	84,249	136,183	87,183	39,613	45%	
Depreciation and amortization	148,978	149,000	149,000	74,489	50%	
Total operating expenses	<u>394,350</u>	<u>426,359</u>	<u>409,837</u>	<u>204,311</u>	50%	
Operating income (loss)	<u>(108,405)</u>	<u>(176,359)</u>	<u>(159,837)</u>	<u>(134,285)</u>	84%	
Nonoperating revenues (expenses):						
Interest & other income	492	500	500	289	58%	
Interest expense and fees	<u>(1,440)</u>	<u>(2,000)</u>	<u>(2,000)</u>	<u>971</u>	-49%	
Total nonoperating revenues (exp)	<u>(948)</u>	<u>(1,500)</u>	<u>(1,500)</u>	<u>1,260</u>	-84%	
Income (Loss) before transfers	<u>(109,353)</u>	<u>(177,859)</u>	<u>(161,337)</u>	<u>(133,025)</u>	82%	
Change in net assets	<u>(109,353)</u>	<u>(177,859)</u>	<u>(161,337)</u>	<u>(133,025)</u>	82%	
Total net assets, October 1	<u>3,069,872</u>	<u>2,960,519</u>	<u>2,960,519</u>	<u>2,960,519</u>		
Total net assets, September 30	<u>\$ 2,960,519</u>	<u>\$ 2,782,660</u>	<u>\$ 2,799,182</u>	<u>\$ 2,827,494</u>		

Notes:

**CITY OF MIAMI SPRINGS
INVESTMENT SCHEDULE
Mar-13**

<u>Institution</u>	<u>Acct#</u>	<u>Principal Amount</u>
BB&T Money Market		\$ 7,516,608.00
Subtotal BB&T		\$ 7,516,608.00
SBA (Pool B)	221371	\$ 84,979.00
Reserve for loss		\$ (1,511.00)
Subtotal SBA		\$ 83,468.00
Total all investments		\$ 7,600,076.00

CASH ON HAND-OPERATING ACCOUNTS:

<i>BB&T Cash on hand-Operating Acct</i>	793,373.65
Total Cash on hand as of 3/31/13	\$793,373.65
Total Investments and cash on hand	\$8,393,449.65

RESTRICTED CASH:

BB&T CD-LETF	\$ 700,000.00
(Law Enforcement Trust-restricted)	\$ 700,000.00

VII) ANALYSIS OF CHARGES FOR SERVICES

Chart J-Schedule of Building & Zoning/Code Enforcement
 Comparative for the periods ending March 31, 2012 and 2013
 (50% OF YEAR COMPLETED)

Charges for Services:	YTD 3/31/13		YTD 3/31/12		
	<u>Building</u>	<u>Code Enforcement</u>	<u>Building</u>	<u>Code Enforcement</u>	
Occupational Licenses - City		\$ 92,683		\$ 64,795	
Occupational Licenses - County	-	9,000	-	9,346	
Building Permits	119,079		90,209		
Electrical Permits	26,408		16,142		
Plumbing Permits	15,036		13,542		
Roofing Permits	24,591		18,161		
Mechanical Permits	6,926		6,711		
Zoning Permits	-		600		
Certification of Completions	815		1,065		
Structural Permits	10,200		8,961		
Other Permits	129,455		50,295		
Reoccupancy Inspection	11,475		-		
Code Enforcement tickets		3,325		10,100	
Total Fees Collected	343,985	105,008	205,686	84,241	
Expenditures:					
Personnel	147,235	32,206	138,406	83,574	
Inspector Costs	57,150		49,540		
Operating costs	16,943	5,648	78,144	26,048	25% of total expenses
Capital outlay			1,022		
Indirect costs from allocation	143,869		152,288		
Total expenditures	365,197	37,854	419,400	109,622	
Excess charges for services over expenditures	(21,212)	67,154	(213,714)	(25,381)	

The purpose of this report is to show if the charges being collected by the building & zoning /code enforcement departments are more than sufficient to cover the operating expenditures of these departments.

Chart K-Schedule of Recreation Department Operations
 Period Ending March 31, 2013
 (50% OF YEAR COMPLETED)

	Administrative	Pool	Tennis	Maintenance	YTD as of 3/31/2013	YTD as of 3/31/2012
Charges for Services:						
Program Activity Fees	\$ 964			-	\$ 964	\$ 100
After School Care	25,173			-	25,173	27,207
Water Polo/Aquatics Teams		7,107		-	7,107	7,107
Swimming Pool Admissions		4,332		-	4,332	7,648
Pool rental		3,720		-	3,720	20,986
Annual Daddy/Daughter Dance	3,213			-	3,213	3,193
Vending Machines	971			-	971	1,100
Fitness room membership	23,981			-	23,981	24,127
Pool memberships		1,586		-	1,586	-
Annual Turkey trot	1,210			-	1,210	1,210
Pelican Playhouse	6,350			-	6,350	2,556
Rental-recreational Facilities	4,884			-	4,884	6,508
Basketball Program	24,250			-	24,250	19,360
Jazzercise Classes	1,963			-	1,963	1,963
Summer Camp	40			-	40	20,263
Summer Camp Activity Fee	690			-	690	7,500
Gym Rental	7,481			-	7,481	(380)
Yoga classes				-		10,197
Little Smart Arts				-		600
Total Fees Collected	101,170	16,745	-	-	117,915	181,508
Expenditures:						
Personnel	293,444	55,676			349,120	344,155
Operating costs	227,447	38,677	17,318	43,065	326,507	370,847
Debt Service	93,701				93,701	93,701
Capital outlay						111,618
Total expenditures	614,592	94,353	17,318	43,065	769,328	920,321
Excess exp. over charges for services	\$ (513,422)	\$ (77,608)	\$ (17,318)	\$ (43,065)	\$ (651,413)	\$ 738,813

Percentage of expenditures collected in fees

15.3%

19.7%

NOTES TO STATEMENTS:

VIII) OTHER FUNDS

CHART L-CITY OF MIAMI SPRINGS
 ACTUAL VS BUDGET REPORT-ROAD & TRANSPORTATION
 (50% OF YEAR COMPLETED)

	FY2011-12 ACTUAL	FISCAL YEAR 2012-13			% OF ACTUAL VS. BUDGET	NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 3/31/2013		
Revenues:						
Peoples Transportation Tax	431,144	447,059	447,059	136,833	31%	
Charges for services	14,807	-	-	7,404	100%	
Misc Revenues-Interest	146	-	-	165	100%	
Total revenues	<u>446,097</u>	<u>447,059</u>	<u>447,059</u>	<u>144,402</u>	32%	
Expenditures:						
Administrative	97,846	69,493	69,493	34,656	50%	
Contractual/Professional Services	151,733	214,321	214,321	59,551	28%	
Repairs and maintenance	182,609	328,522	328,522	71,841	22%	
Operating Supplies/Road Materials	788	3,000	3,000	189	6%	
Capital Outlay-Machinery	<u>36,352</u>	<u>2,401</u>	<u>2,401</u>	-	0%	
Total expenditures	<u>469,328</u>	<u>617,737</u>	<u>617,737</u>	<u>166,237</u>	27%	
Excess (deficiency) of revenues over expenditures	<u>(23,231)</u>	<u>(170,678)</u>	<u>(170,678)</u>	<u>(21,835)</u>	13%	
Other financing sources						
Transfers out	<u>(521,153)</u>	-	-	-	0%	
Total other financing sources	<u>(521,153)</u>	-	-	-	0%	
Net change in fund balance	(544,384)	(170,678)	(170,678)	(21,835)		
Beginning fund balance	<u>933,965</u>	<u>389,581</u>	<u>389,581</u>	<u>389,581</u>		
Ending fund balance	<u>\$ 389,581</u>	<u>\$ 218,903</u>	<u>\$ 218,903</u>	<u>\$ 367,746</u>		

VIII) OTHER FUNDS

CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-LAW ENFORCEMENT TRUST FUND
(50% OF YEAR COMPLETED)

	FY2011-12 ACTUAL	FISCAL YEAR 2012-13			% OF ACTUAL VS. BUDGET	NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 3/31/2013		
Revenues:						
Fines and Forfeitures	78,769	-	-	2,320	100%	
Interest Income	1,281	10,000	10,000	-	0%	
Total revenues	<u>80,050</u>	<u>10,000</u>	<u>10,000</u>	<u>2,320</u>	23%	
Expenditures:						
Administration Expenses	85,356	102,637	105,905	32,363	31%	
Police education	1,096	20,000	20,000	560	3%	
Capital Outlay-Vehicles	6,373	26,000	26,000	6,434	0%	
Total expenditures	<u>92,825</u>	<u>148,637</u>	<u>151,905</u>	<u>39,357</u>	26%	
Excess (deficiency) of revenues over expenditures	<u>(12,775)</u>	<u>(138,637)</u>	<u>(141,905)</u>	<u>(37,037)</u>	26%	
Net change in fund balance	(12,775)	(138,637)	(141,905)	(37,037)		
Beginning fund balance	<u>887,499</u>	<u>874,724</u>	<u>874,724</u>	<u>874,724</u>		
Ending fund balance	<u>\$ 874,724</u>	<u>\$ 736,087</u>	<u>\$ 732,819</u>	<u>\$ 837,687</u>		

VIII) OTHER FUNDS

**CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-CAPITAL FUND
(50% OF YEAR COMPLETED)**

	FY2011-12 <u>ACTUAL</u>	FISCAL YEAR 2012-13			NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 3/31/2013</u>	
Revenues:					
Intergovernmental	\$ 97,257	\$ -	\$ -	\$ 14,951	100%
Interest and Other Income	<u>161,770</u>	-	-	-	0%
Total revenues	<u>259,027</u>	-	-	<u>14,951</u>	100%
Expenditures:					
General government	70,311	-	-	-	0%
Capital Outlay	<u>236,870</u>	-	<u>74,200</u>	<u>96,457</u>	130%
Total expenditures	<u>307,181</u>	-	<u>74,200</u>	<u>96,457</u>	130%
Excess (deficiency) of revenues over expenditures	<u>(48,154)</u>	-	<u>(74,200)</u>	<u>(81,506)</u>	0%
Other financing sources					
Transfers in	<u>19,674</u>	-	-	-	0%
Total other financing sources	<u>19,674</u>	-	-	-	0%
Net change in fund balance	<u>(28,480)</u>	-	<u>(74,200)</u>	<u>(81,506)</u>	0%
Beginning fund balance	<u>168,801</u>	<u>140,321</u>	<u>140,321</u>	<u>140,321</u>	
Ending fund balance	<u>140,321</u>	<u>140,321</u>	<u>66,121</u>	<u>\$ 58,815</u>	

VIII) OTHER FUNDS

**CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-DEBT SERVICE FUND
(50% OF YEAR COMPLETED)**

	FY2011-12 <u>ACTUAL</u>	FISCAL YEAR 2012-13			NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 3/31/2013</u>	
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0%
Total revenues	-	-	-	-	0%
Expenditures:					
Principal Payments	428,297		439,651	379,079	86%
Interest Payments	140,282		129,827	66,681	51%
Administrative	-	-	-	-	0%
Total expenditures	568,579	-	569,478	445,760	78%
Excess (deficiency) of revenues over expenditures	(568,579)	-	(569,478)	(445,760)	78%
Other financing sources					
Transfers in	519,478	569,478	569,478	383,344	67%
Total other financing sources	519,478	569,478	569,478	383,344	67%
Net change in fund balance	(49,101)	569,478	-	(62,416)	100%
Beginning fund balance	111,517	62,416	62,416	62,416	
Ending fund balance	62,416	631,894	62,416	\$ -	100%

CITY OF MIAMI SPRINGS



Finance Department
 201 Westward Drive
 Miami Springs, FL 33166-5289
 Phone: (305) 805-5014
 Fax: (305) 805-5037

TO: The Honorable Mayor Xavier Garcia and Members of the City Council
VIA: Ron Gorland, City Manager
FR: William Alonso, CPA, CGFO, Finance Director
DATE: April 12, 2013
SUBJECT: Golf Course (UNAUDITED) Financials for the quarter ending March 31, 2013.

Attached hereto are the unaudited financial reports for the Golf Course Fund for the quarter ending March 31, 2013. As in the past, the report is divided into three sections as follows: 1) Section A is a comparative profit and loss statement for the quarters ending March 31st for fiscal years 2013, 2012, and 2011. 2) Section B is a fiscal year-to-date actual to budget comparison for FY2013. 3) Section C is the FY 2013 year-to-date rounds report.

Key Financial Indicators

The following are key year-to-date indicators from pages A-1, A-2, and C-1 of the attached report.

	<u>Ending</u> <u>3/31/2013</u>	<u>Ending</u> <u>3/31/2012</u>	<u>% Change</u> <u>From 3/31/12</u>	<u>Ending</u> <u>3/31/2011</u>	<u>% Change</u> <u>From 3/31/10</u>
<u>Golf Operations:</u>					
Total Revenues	588,901	639,787	-8.0%	569,891	3.3%
Operating Profit (Loss)	(105,207)	(43,566)	141.5%	(78,274)	34.4%
Profit(Loss)including non-golf costs	(125,989)	(63,528)	98.3%	(150,439)	-16.3%
Pro Shop Costs	282,444	271,661	4.0%	254,955	10.8%
Maintenance Costs	411,664	411,692	0.0%	393,210	4.7%
Total Rounds Played	18,511	20,351	-9.0%	19,146	-3.3%
Total Greens Revenues	511,296	548,468	-6.8%	483,091	5.8%
Average per Round	27.62	26.95	2.5%	26.57	4.0%
Memberships Sold	36,977	41,708	-11.3%	57,655	-35.9%
Driving Range revenues	55,844	57,589	-3.0%	49,820	12.1%

Key Financial Indicators (continued)

As you can see from this matrix, the golf revenues decreased for the first six months of FY2013 by approximately \$51,000 from the prior year. Total YTD revenues are down 6% from last year, rounds have decreased by 9%, driving range revenues are also down 3%, and memberships sold are still lagging behind and have dropped almost 11.3% from last year. According to Sandy Pell the condition of the course is definitely having a negative effect on play at the course and needs to be addressed.

I have also included in this matrix the indicators for the quarter ended March 31, 2011. As you can see from this matrix, greens revenues are up 5.8% from FY2011, driving range revenues are up 12.1%, and our average per round is up 4% from FY2011.

On the cost side, YTD maintenance costs are about the same as last year while Pro shop costs are up 4% from last year. The operating loss is \$105,207 compared to a loss of \$43,566 last year.

The total bottom line YTD loss is \$125,989 compared to a loss of \$63,528 last year and a loss of \$150,439 for the same period of FY2011. **The bottom line YTD loss of \$125,989 means that a subsidy would be required from the General Fund for the fiscal year just ended.**

Page A-1 is a comparative profit and loss for the three months ended 3/31/13, 3/31/12, and 3/31/11.

Page A-2 is a comparative profit and loss for three months ended 3/31/13, 3/31/12, and 3/31/11 for the pro shop operation only. The total YTD loss for the current year is \$114,643 compared to losses of \$53,254 as of 3/31/12 and \$137,489 as of 3/31/11.

Page B-1 provides an actual to budget comparison for the current fiscal year.

Page C-1 is an analysis of rounds played for the first six months of the fiscal year and shows a 9% decrease in rounds played and a corresponding 6.8% decrease in greens revenues. Our average per round is \$27.62 compared to \$26.95 for the same period last year. We have a total of 18,511 rounds played in the period compared to 20,351 for first six months of FY2012.

**CITY OF MIAMI SPRINGS, FLORIDA
ACTUAL VS ACTUAL-PRO SHOP OPERATIONS
FOR THE PERIOD ENDING:**

	<u>3/31/2013</u>	<u>3/31/2012</u>	<u>3/31/2011</u>
TOTAL PRO-SHOP AND GOLF COURSE- REVENUES	<u>588,901</u>	<u>639,787</u>	<u>569,891</u>
TOTAL PERSONNEL SERVICES	140,495	127,770	139,802
TOTAL OPERATING EXPENDITURES	<u>553,613</u>	<u>555,583</u>	<u>508,363</u>
TOTAL MANAGEMENT OPERATING EXPENDITURES	<u>694,108</u>	<u>683,353</u>	<u>648,165</u>
NET MANAGEMENT EXCESS OF EXP. OVER REV.	<u>(105,207)</u>	<u>(43,566)</u>	<u>(78,274)</u>

OTHER COSTS ASSOCIATED WITH OPERATIONS OF THE GOLF COURSE:

ADMINISTRATIVE EXPENSES	11,346	10,526	12,402
DEBT SERVICE PAYMENT-MAINTENANCE	9,436	9,436	30,765
MACHINERY & EQUIPMENT-MAINTENANCE	<u>-</u>	<u>-</u>	<u>28,998</u>
TOTAL OTHER COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>20,782</u>	<u>19,962</u>	<u>72,165</u>
EXCESS EXPENDITURES OVER REVENUES	<u>\$ (125,989)</u>	<u>\$ (63,528)</u>	<u>\$ (150,439)</u>

**CITY OF MIAMI SPRINGS, FLORIDA
ACTUAL VS ACTUAL-PRO SHOP OPERATIONS
FOR THE PERIOD ENDING:**

	<u>3/31/2013</u>	<u>3/31/2012</u>	<u>3/31/2011</u>
REVENUES			
GREEN FEES	\$ 438,997	\$ 485,098	\$ 424,477
MEMBERSHIPS	16,626	18,813	24,525
CART REVENUES	43,969	42,419	34,089
RANGE FEES	55,844	57,589	49,820
GOLF - OTHER REVENUES	4,164	7,818	13,239
MERCHANDISE SALES	29,301	28,050	23,741
TOTAL PRO SHOP REVENUES	<u>588,901</u>	<u>639,787</u>	<u>569,891</u>
PERSONNEL EXPENSES			
REGULAR SALARIES	52,033	53,126	54,780
PART TIME SALARIES	65,889	53,275	63,709
OVERTIME	485	-	46
FICA TAXES	9,058	8,140	9,746
PENSION	4,958	6,158	5,726
MEDICAL INSURANCE	5,150	6,207	4,655
WORKER'S COMPENSATION	2,922	864	1,140
TOTAL PERSONNEL SERVICES	<u>140,495</u>	<u>128,022</u>	<u>140,054</u>
OPERATING EXPENSES			
CONTRACTUAL SERVICES	3,001	6,778	6,986
RENTALS AND LEASES	39,959	34,914	27,965
REPAIRS AND MAINTENANCE	14,150	2,102	4,877
PROMOTIONS & ADVERTISING	8,737	14,341	13,409
OTHER CHARGES - BANK & CREDIT CARD CHARGES	16,844	20,164	17,181
OPERATING SUPPLIES	5,040	5,255	3,073
UTILITY SERVICES-ELECTRICITY	13,815	15,672	12,619
UTILITY SERVICES-WATER	263	235	117
LIABILITY INSURANCE	5,472	5,998	6,396
TELECOMMUNICATIONS	5,291	8,480	4,572
MERCHANDISE	17,820	20,162	12,280
DRIVING RANGE	5,860	8,023	3,604
OFFICE SUPPLIES	1,335	1,467	930
DUES AND MEMBERSHIPS	150	300	344
MAINTENANCE (Department Total)	<u>411,664</u>	<u>411,692</u>	<u>393,210</u>
TOTAL OPERATING EXPENDITURES	<u>553,613</u>	<u>555,583</u>	<u>507,563</u>
TOTAL PRO SHOP OPERATION EXPENDITURES	<u>694,108</u>	<u>683,605</u>	<u>647,617</u>
OPERATING PROFIT (LOSS) BEFORE OTHER COSTS	<u>(105,207)</u>	<u>(43,818)</u>	<u>(77,726)</u>
OTHER COSTS ASSOCIATED WITH OPERATIONS OF THE PRO-SHOP			
DEBT SERVICE PAYMENT-MAINTENANCE	9,436	9,436	30,765
IMPROVEMENT O/T BUILDINGS - MAINTENANCE	-	-	28,998
TOTAL OTHER COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>9,436</u>	<u>9,436</u>	<u>59,763</u>
NET PROFIT (LOSS)	<u>\$ (114,643)</u>	<u>\$ (53,254)</u>	<u>\$ (137,489)</u>

**CITY OF MIAMI SPRINGS, FLORIDA
GOLF COURSE
ACTUAL VS ACTUAL- MAINTENANCE EXPENSES
FOR THE PERIOD ENDING:**

MAINTENANCE

	<u>3/31/2013</u>	<u>3/31/2012</u>	<u>3/31/2011</u>
PERSONAL SERVICES			
REGULAR SALARIES	\$ 32,092	\$ 30,682	\$ 32,540
PAYROLL TAXES	2,455	2,347	2,489
PENSION	4,035	3,558	3,507
MEDICAL INSURANCE	3,140	3,123	3,287
UNEMPLOYMENT COMPENSATION	-		2,690
WORKER'S COMPENSATION	888	516	696
TOTAL PERSONAL SERVICES	<u>42,610</u>	<u>40,226</u>	<u>45,209</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES	6,206	4,000	82
CONTRACTUAL SERVICES	203,786	188,443	169,318
REPAIRS AND MAINTENANCE	35,987	25,437	27,259
UTILITY SERVICES-ELECTRICITY	16,067	15,995	13,913
UTILITY SERVICES-WATER	6,149	4,549	1,375
OPERATING SUPPLIES	75,183	101,267	107,036
FUEL, OILS, LUBRICANTS	16,099	21,086	16,972
LIABILITY INSURANCE	4,212	4,230	4,896
TELECOMMUNICATIONS	239	291	245
UNIFORMS	-	911	828
RENTALS AND LEASES	5,126	5,257	6,077
TOTAL OPERATING EXPENSES :	<u>369,054</u>	<u>371,466</u>	<u>348,001</u>
MACHINERY AND EQUIPMENT	-	-	28,998
TOTAL CAPITAL OUTLAY :	<u>-</u>	<u>-</u>	<u>28,998</u>
PRINCIPAL PAYMENTS	9,436	9,436	30,765
INTEREST	-	-	-
TOTAL DEBT SERVICE	<u>9,436</u>	<u>9,436</u>	<u>30,765</u>
TOTAL MAINTENANCE	<u>\$ 421,100</u>	<u>\$ 421,128</u>	<u>\$ 452,973</u>

CITY OF MIAMI SPRINGS, FLORIDA
 GOLF COURSE
 ACTUAL VS ACTUAL- ADMINISTRATION EXPENSES
 FOR THE PRIOD ENDING:

ADMINISTRATION

	<u>3/31/2013</u>	<u>3/31/2012</u>	<u>3/31/2011</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES - LEGAL	-	-	108
CONTRACTUAL SERVICES	-		405
UTILITY SERVICES-ELECTRICITY	4,404	4,580	4,150
REPAIRS AND MAINTENANCE	870		943
RISK MANAGEMENT	<u>6,072</u>	<u>5,946</u>	<u>5,508</u>
TOTAL OPERATING EXPENSES :	<u>11,346</u>	<u>10,526</u>	<u>12,402</u>
TOTAL ADMINISTRATION	\$ 11,346	\$ 10,526	\$ 12,402

CITY OF MIAMI SPRINGS, FLORIDA
 GOLF & COUNTRY CLUB
 ACTUAL VERSUS BUDGET
 FOR THE PERIOD ENDING 3/31/13

	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance Positive (Negative)</u>
TOTAL PRO-SHOP- REVENUES	<u>588,901</u>	<u>1,146,690</u>	<u>(557,789)</u>
TOTAL OPERATING EXPENDITURES	<u>694,108</u>	<u>1,368,921</u>	<u>674,813</u>
OPERATING PROFIT (LOSS) BEFORE CAPITAL EXPENDITURES AND DEBT SERVICE PAYMENTS	<u>(105,207)</u>	<u>(222,231)</u>	<u>117,024</u>
<u>OTHER REVENUES, TRANSFERS, AND EXPENDITURES:</u>			
DEBT SERVICE PAYMENT-MAINTENANCE	<u>9,436</u>	<u>18,872</u>	<u>9,436</u>
TOTAL CAPITAL EXPENDITURES AND DEBT SERVICE PAYMENTS	<u>9,436</u>	<u>18,872</u>	<u>9,436</u>
OPERATING PROFIT (LOSS) BEFORE NON-OPERATING COSTS	<u>(114,643)</u>	<u>(241,103)</u>	<u>126,460</u>
<u>NON-OPERATING COSTS:</u>			
CITY ADMINISTRATIVE EXPENSES	<u>11,346</u>	<u>22,317</u>	<u>10,971</u>
TOTAL OTHER NON-OPERATING COSTS	<u>11,346</u>	<u>22,317</u>	<u>10,971</u>
OPERATING PROFIT (LOSS)	<u>\$ (125,989)</u>	<u>\$ (263,420)</u>	<u>\$ 137,431</u>

**CITY OF MIAMI SPRINGS, FLORIDA
ACTUAL VS BUDGET-PRO SHOP OPERATIONS
FOR THE PERIOD ENDING 3/31/13**

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Variance Positive (Negative)</u>
REVENUES			
GREEN FEES	\$ 438,997	\$ 848,094	\$ (409,097)
MEMBERSHIPS	16,626	45,535	(28,909)
CART REVENUES	43,969	82,236	(38,267)
RANGE FEES	55,844	100,874	(45,030)
GOLF - OTHER REVENUES	4,164	12,103	(7,939)
MERCHANDISE SALES	29,301	57,848	(28,547)
TOTAL PRO SHOP REVENUES	<u>588,901</u>	<u>1,146,690</u>	<u>(557,789)</u>
PERSONNEL EXPENSES			
REGULAR SALARIES	52,033	105,107	53,074
PART TIME SALARIES	65,889	119,320	53,431
OVERTIME	485	-	(485)
FICA TAXES	9,058	16,258	7,200
PENSION	4,958	12,319	7,361
MEDICAL INSURANCE	5,150	12,414	7,264
WORKER'S COMPENSATION	2,922	5,841	2,919
TOTAL PERSONNEL SERVICES	<u>140,495</u>	<u>271,259</u>	<u>130,764</u>
OPERATING EXPENSES			
CONTRACTUAL & PROFESSIONAL SERVICES	3,001	22,101	19,100
RENTALS AND LEASES	39,959	64,428	24,469
REPAIRS AND MAINTENANCE	14,150	11,000	(3,150)
PRINTING AND BINDING	4,212	5,250	1,038
PROMOTIONS & ADVERTISING	8,737	34,650	25,913
OTHER CHARGES - BANK & CREDIT CARD CHARGES	16,844	38,100	21,256
OPERATING SUPPLIES	5,040	6,000	960
UTILITY SERVICES-ELECTRICITY	13,815	27,710	13,895
UTILITY SERVICES-WATER	263	484	221
LIABILITY INSURANCE	5,472	10,944	5,472
TELECOMMUNICATIONS	5,291	4,003	(1,288)
MERCHANDISE	17,820	32,500	14,680
DRIVING RANGE	5,860	8,000	2,140
OFFICE SUPPLIES	1,335	2,000	665
DUES AND MEMBERSHIPS	150	610	460
MAINTENANCE (Department Total)	411,664	829,882	418,218
TOTAL OPERATING EXPENDITURES	<u>553,613</u>	<u>1,097,662</u>	<u>544,049</u>
TOTAL PRO SHOP OPERATION EXPENDITURES	<u>694,108</u>	<u>1,368,921</u>	<u>674,813</u>
OPERATING PROFIT (LOSS) BEFORE OTHER COSTS	<u>(105,207)</u>	<u>(222,231)</u>	<u>117,024</u>
OTHER (REVENUES) COSTS ASSOCIATED WITH OPERATIONS OF THE PRO-SHOP			
TRANSFERS TO DEBT SERVICE FUND	9,436	18,872	9,436
TOTAL OTHER (REVENUES) COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>9,436</u>	<u>18,872</u>	<u>9,436</u>
NET PROFIT (LOSS)	<u>\$ (114,643)</u>	<u>\$ (241,103)</u>	<u>\$ 126,460</u>

**CITY OF MIAMI SPRINGS, FLORIDA
GOLF COURSE
ACTUAL VS BUDGET- MAINTENANCE EXPENSES
FOR THE PERIOD ENDING 3/31/13**

<u>MAINTENANCE</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Variance Positive (Negative)</u>
PERSONAL SERVICES			
REGULAR SALARIES	\$ 32,092	\$ 68,472	\$ 36,380
PAYROLL TAXES	2,455	4,783	2,328
PENSION	4,035	8,025	3,990
MEDICAL INSURANCE	3,140	6,249	3,109
WORKER'S COMPENSATION	888	1,782	894
TOTAL PERSONAL SERVICES	<u>42,610</u>	<u>89,311</u>	<u>46,701</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES	6,206	38,760	32,554
CONTRACTUAL SERVICES	203,786	369,280	165,494
REPAIRS AND MAINTENANCE	35,987	58,554	22,567
UTILITY SERVICES-ELECTRICITY	16,067	29,729	13,662
UTILITY SERVICES-WATER	6,149	9,371	3,222
OPERATING SUPPLIES	75,183	172,355	97,172
FUEL, OILS, LUBRICANTS	16,099	35,206	19,107
TOOLS	-	2,000	2,000
LIABILITY INSURANCE	4,212	8,423	4,211
TELECOMMUNICATIONS	239	575	336
DUES AND SUBSCRIPTIONS	-	500	500
EDUCATION AND TRAINING	-	250	250
UNIFORMS	-	1,500	1,500
RENTALS AND LEASES	5,126	14,068	8,942
TOTAL OPERATING EXPENSES :	<u>369,054</u>	<u>740,571</u>	<u>371,517</u>
TRANSFERS TO DEBT SERVICE FUND	<u>9,436</u>	<u>18,872</u>	<u>9,436</u>
TOTAL DEBT SERVICE	<u>9,436</u>	<u>18,872</u>	<u>9,436</u>
TOTAL MAINTENANCE	<u>\$ 421,100</u>	<u>\$ 848,754</u>	<u>\$ 427,654</u>

**CITY OF MIAMI SPRINGS, FLORIDA
 GOLF COURSE
 ACTUAL VS BUDGET- ADMINISTRATION EXPENSES
 FOR THE PERIOD ENDING 3/31/13**

<u>ADMINISTRATION</u>	YTD <u>ACTUAL</u>	YTD <u>BUDGET</u>	Variance Positive (Negative)
OPERATING EXPENSES			
UTILITY SERVICES-ELECTRICITY	4,404	9,537	5,133
REPAIRS AND MAINTENANCE	870	-	(870)
RISK MANAGEMENT	6,072	12,780	6,708
TOTAL OPERATING EXPENSES :	<u>11,346</u>	<u>22,317</u>	<u>10,971</u>
TOTAL ADMINISTRATION	<u>\$ 11,346</u>	<u>\$ 22,317</u>	<u>\$ 10,971</u>

CHART E

MIAMI SPRINGS GOLF & COUNTRY CLUB
ANALYSIS OF ROUNDS PLAYED
FOR THE SIX MONTHS ENDING:

GREEN & CART FEES

TYPE	3/31/2013					3/31/2012		
	Number	%	Revenues	%	Avg Per Round	Number	Revenues	Avg Per Round
RACK RATES								
Weekend Non-Resident	783	4.2%	38,184	7.5%	48.77	1,026	50,224	48.95
Weekday Non-Resident	535	2.9%	20,191	3.9%	37.74	814	31,395	38.57
Weekend/Holiday Resident	1,501	8.1%	64,575	12.6%	43.02	422	18,590	44.05
Weekday Resident	262	1.4%	6,120	1.2%	23.36	350	8,504	24.30
TOTALS FOR TOP RACK RATES	3,081	16.6%	\$ 129,070	25.2%	\$ 41.89	2,612	\$ 108,713	\$ 41.62
SEASONAL(A); DISCOUNT(B); PROMOTIONAL RATES(C)								
resident Weekend > 11:00 (B)	472	2.6%	16,877	3.3%	35.76	569	20,727	36.43
Non resident Weekend > 11:00 (B)	353	1.9%	13,890	2.7%	39.35	478	18,889	39.52
Twi-Light-Weekday	511	2.8%	15,426	3.0%	30.19	1,034	31,412	30.38
Twi-Light-Weekend	1,418	7.7%	45,842	9.0%	32.33	1,496	48,549	32.45
Tee Time USA		0.0%		0.0%	#DIV/0!	2	73	36.50
Shootout (C)	305	1.6%	7,551	1.5%	24.76	417	10,799	25.90
Seniors Weekday	5,745	31.0%	153,517	30.0%	26.72	6,638	176,835	26.64
Super Twilight after 4	220	1.2%	4,112	0.8%	18.69	287	5,364	18.689895
Group Rate Weekend (B)		0.0%		0.0%	-	899	39,036	43.42
Spectator	21	0.1%	390	0.1%	18.57	22	396	18.00
Prime Timers (C)	314	1.7%	6,734	1.3%	21.45	229	4,921	21.49
Teacher, Police, Fire	107	0.6%	2,780	0.5%	25.98	117	3,037	25.96
Men's Golf Assoc. (A)	30	0.2%	1,206	0.2%	40.20	108	4,607	42.66
GolfNow	1,054	5.7%	31,620	6.2%	30.00	-	-	-
Junior	71	0.4%	530	0.1%	7.46	51	381	7.47
Junior with Parent	47	0.3%	862	0.2%	18.34	52	935	17.98
Weekday resident cart Fee	54	0.3%	1,261	0.2%	23.35	60	1,402	-
PGA Member	149	0.8%	2,741	0.5%	18.40	126	2,267	17.99
Can-Am Golf (B)	115	0.6%	3,398	0.7%	29.55	69	1,934	-
Weekday Resident Walking	629	3.4%	2,937	0.6%	4.67	345	1,611	-
Tax Exempt Tournament	257	1.4%	7,818	1.5%	30.42	153	4,834	31.59
Replay 18 Holes		0.0%		0.0%	-	15	179	-
Replay 9 Holes	2	0.0%	24	0.0%	12.00	-	-	-
TOTALS FOR OTHER DISCOUNTED RACK RATES	11,874	64.1%	\$ 319,516	62.5%	\$ 26.91	13,167	\$ 378,188	\$ 28.72
TOTALS FOR ALL RACK RATES	14,955	80.8%	\$ 448,586	87.7%	\$ 30.00	15,779	\$ 486,901	\$ 30.86
Membership Activity:								
Member 18 Hole cart	2,245	12.1%	41,959	8.2%	18.69	2,100	39,249	18.69
9-Hole Member Cart Rate	151	0.8%	1,800	0.4%	11.92	164	1,955	11.92
Trail Fee	3	0.0%	2,325	0.5%	-	2	1,550	0
Membership pro rated income		0.0%	16,626	3.3%	0		18,813	0
Member walk	1,157	6.3%		0.0%	0	2,306	-	0
TOTALS FOR ALL MEMBER ROUNDS	3,556	19.2%	\$ 62,710	12.3%	\$ 17.63	4,572	\$ 61,567	\$ 13.47
TOTALS FOR ALL PAID ROUNDS THRU 12/31/09	18,511	100.0%	\$ 511,296	100.0%	\$ 27.62	20,351	\$ 548,468	\$ 26.95
Employee Rounds	11		-			11	-	
Comp rounds	4		-			12	-	

Note:

Data from GolfTrac application with exception of Membership Pro Rated Income from HTE.



CITY OF MIAMI SPRINGS
City Manager
201 Westward Drive
Miami Springs, FL 33166-5259
Phone: (305) 805-5010
Fax: (305) 805-5040

Agenda Item No.

City Council Meeting of:

04-22-2013

TO: Honorable Mayor Garcia and Members of the City Council

FROM: Ron Gorland, City Manager

DATE: April 18, 2013

RECOMMENDATION:

Reschedule Regular Council Meeting of Monday, May 27th to 7PM Tuesday May 28th,

DISCUSSION:

Due to the regularly scheduled Council meeting occurring on Memorial Day, it is recommended that we delay the meeting one day to Tuesday, May 28th.