



**AGENDA INFORMATION  
CITY OF MIAMI SPRINGS  
CITY COUNCIL**

**Regular Meeting**

**Monday, January 24, 2011**

**7:00 p.m.**

**Mayor Billy Bain**

**Vice Mayor Jennifer Ator**

**Councilman Bob Best**

**Councilman Dan Espino**

**Councilman George V. Lob**

**City Manager James R. Borgmann**

**Assistant City Manager Ronald K. Gorland**

**City Attorney Jan K. Seiden**

**City Clerk Magalí Valls**





***CITY OF MIAMI SPRINGS, FLORIDA***

**Mayor Billy Bain**

**Vice Mayor Jennifer Ator  
Councilman Dan Espino**

**Councilman Bob Best  
Councilman George V. Lob**

**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, January 24, 2011  
7:00 p.m.**

- 1. Call to Order/Roll Call**
- 2. Invocation:** Mayor Bain  
  
**Salute to the Flag:** Audience participation
- 3. Awards & Presentations:**
  - A) Chamber Report on Art Show and Ideas for 85<sup>th</sup> Birthday Celebration at the Springs River Festival
  - B) Presentation by Carmen Rivera Regarding the "Take Stock in Children" Program
  - C) Presentation of the City's 2010 Comprehensive Annual Financial Report by External Auditors Alberni Caballero LLC

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) 01/11/2011 – Regular Meeting
6. **Reports from Boards & Commissions:**
  - A) 01/05/2011 – Architectural Review Board – Minutes
  - B) 01/12/2011 – Recreation Commission – Minutes
  - C) 01/13/2011 – Board of Parks and Parkways – Cancellation Notice
  - D) 01/20/2011 – Historic Preservation Board – Cancellation Notice
  - E) 02/07/2011 – Zoning and Planning Board – Cancellation Notice
7. **Public Hearings:** None
8. **Consent Agenda:**
  - A) Recommendation that Council Approve a Bid to Alan Jay Toyota, Scion, Utilizing Florida Sheriffs Association Bid Award Announcement #10-18-0907 in the Amount of \$51,852.00, Pursuant to Section 31.11 (E) (5) of the City Code and \$741.10 to Communications International, Inc., as Provided in Section 31.11 (C) (1) of the City Code to Purchase Two New Toyota Prius Hybrid Sedans, to be Paid from the Law Enforcement Trust Fund Account
  - B) Recommendation that Council Award a Bid to Quality Paving Corp., Utilizing Miami-Dade County Contract CICC7040-0/07, in the Amount of \$31,853.37, Pursuant to Section 31.11 (E) (5) of the City Code for Additional Sidewalk Work
9. **Old Business:**
  - A) Appointments to Advisory Boards by the Mayor and Council Members
  - B) Recommendation to Sell Decorative Bricks in Support of our Youth Recreation Programs
  - C) Recommendation for Approval of a Change Order in the Amount of \$5,130.00 to Superior Park Systems P. O. #110449 Previously Approved by Council, for a Revised Total Stafford Park Fencing Cost of \$36,742.20

**9. Old Business: (Continued)**

- D) Adopt-a-Park Plan
- E) Special Events Funding and Applications
- F) Historic Designation Packet as Requested by Council

**10. New Business:**

- A) Discussion Regarding Recommendations from the Architectural Review Board
- B) Update to Proposed Fund Balance Designations
- C) Resolution No. 2011-3503 - A Resolution of the City Council of the City of Miami Springs Providing for the Second Amendment to the City's Fiscal Year 2010-2011 Budget; Increasing the Capital Projects Budget of the City's Special Revenue and Capital Projects Fund to Account for Expected GOB Grant Funding from Miami-Dade County and for City Council Authorized Transfers from the General Fund; Authorizing Transfers Within the General Fund to the General Government and Recreation and Culture Budgets; Increasing the Stormwater Operations Budget within the City's Enterprise Fund from Fund Reserves; Declaring the Intent of the Budget Amendments; Specifying Compliance with Budgetary Processes and Procedures; Effective Date
- D) Scheduling of Town Hall Meeting to Discuss Downtown Improvements in the Sosa Theater
- E) Recommendation for Approval of a Recycling Collection Program for the City's Public Properties in the Amount of Approximately \$2,120 for the Remainder of Fiscal Year 2011

**11. Other Business: None**

**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.  
\*\*\*\*\*



**AGENDA ITEM**

**3A**

**WILL BE**

**SUBMITTED**

**BY THE**

**CHAMBER**



# WILL YOU BE MY MENTOR?

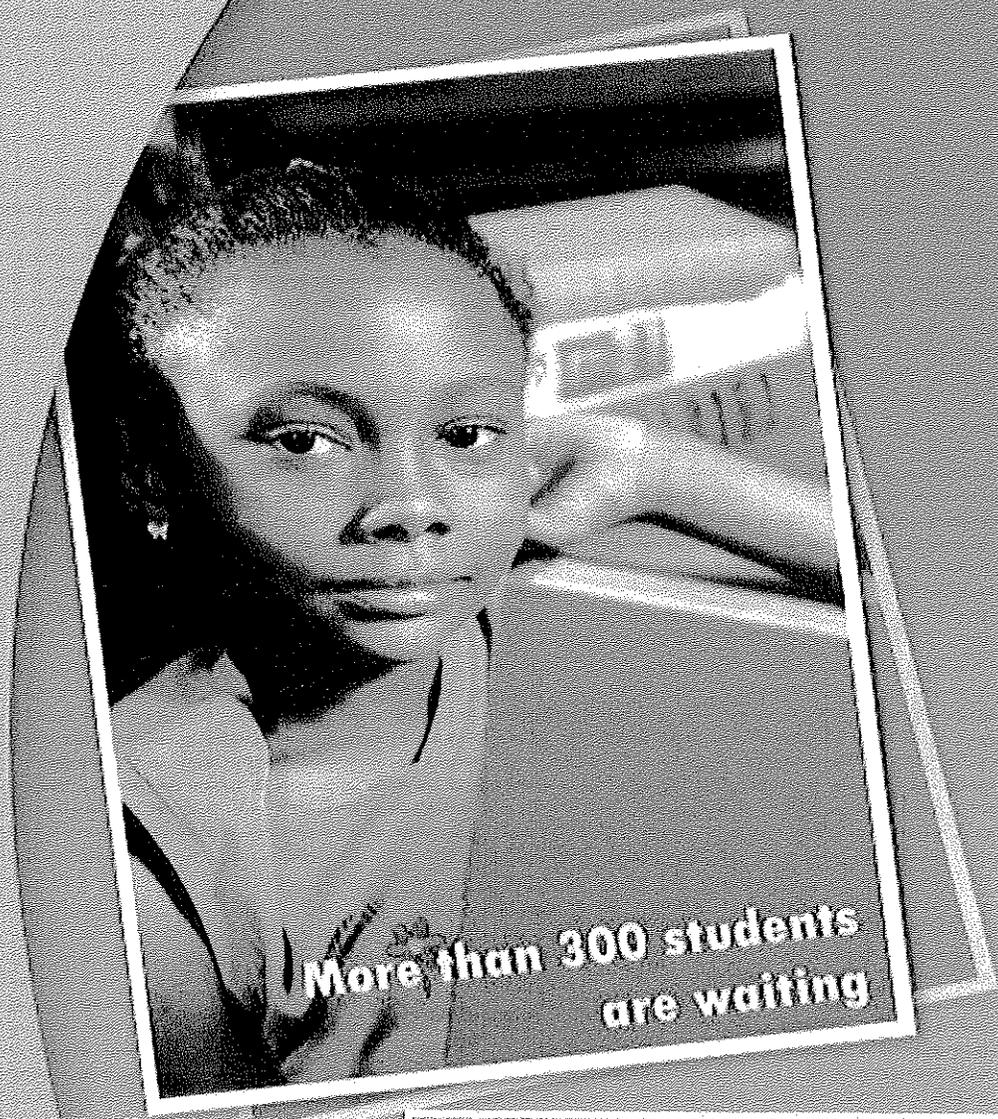
My hopes and dreams can be achieved with you!



Take Stock in  
**Children**<sup>®</sup>

Scholarships,  
Mentors and Hope

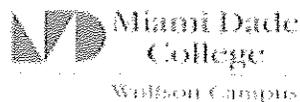
**Mentor today!  
Send a child  
to college**



**More than 300 students  
are waiting**

**FOR MORE INFORMATION:**  
Mentor Department: 305-237-3952  
Email: [lourdes.negreira@mdc.edu](mailto:lourdes.negreira@mdc.edu)  
Website: [www.takestockinchildrenmiami.com](http://www.takestockinchildrenmiami.com)

Partially funded by:



"TSIC is a non-profit organization that provides scholarships, advocacy and mentors for deserving students. Students must maintain good grades, be upstanding citizens and meet with their mentors. In exchange they receive a scholarship to attend a State University or College for up to four years."

# MENTOR 1 CHILD, CHANGE 2 LIVES

## TAKE STOCK IN CHILDREN MENTOR FACT SHEET

### *What is Take Stock in Children?*

*Take Stock in Children* is a non-profit program, which provides deserving low-income children in our community with caring adult mentors, advocacy/case management, wraparound services, scholarships to college or accredited vocational-technical schools and hope for the future. Since 1995, *Take Stock in Children* has enrolled over 13,000 children, of whom 96% of them have remained committed to the program.

*Take Stock-changing children's lives —one child at a time.*

*Take Stock* students sign a contract with their parents' support pledging to:

- Stay in school
- Maintain good grades
- Remain drug free
- Exhibit good behavior
- Not commit any act of crime or violence
- Meet with a mentor.

### **Why Mentor?**

Mentoring helps students succeed, achieve, and graduate from school. The role of a mentor is to provide a listening ear, valuable guidance, and academic assistance to help students experience greater success. Your guidance can help build a foundation of basic values and challenge students to take responsibility for their own actions. They can start to set goals and understand the importance of staying in school. As students begin to realize that someone cares, school absenteeism decreases, academic performance improves, and self-esteem increases.

**More importantly, each child must have a volunteer mentor in order to guarantee their scholarship. Without volunteers like you this is not possible!**



By building their sense of self worth and demonstrating that someone cares, students will have a better chance of staying in school and playing a productive role in the community. As a successful person in

the community, you will be able to share your experiences with a student and open a new world of possibilities to him/her.

### **Who Can Be A Mentor?**

Any responsible adult who is willing and able to share time with a student on a consistent basis can be a mentor. The mentor will show students that someone cares about them and wants them to stay in school. Mentors will become friends and role models to students who may not otherwise have an adult in their lives to guide and direct their actions and choices. A mentor's guidance will greatly contribute to their success.

### **What Does A Mentor Do?**

A mentor makes a commitment to a student to meet with him/her for 30-45 minutes 2-3 times per month. A mentor provides the student with dependable, genuine, and consistent attention. Mentors encourage students to attend school daily, earn good grades, and pursue their goals. Mentors can help students with their homework, class work, or just provide them with a listening ear and caring words of praise or encouragement.

### **Where Do I Mentor?**

Mentoring sessions take place only on school grounds and during school hours. Your mentoring session can be held in the library, cafeteria, or other available places around the school. A schedule is arranged between you and your mentee on which day and time you will meet.

### **How Does A Mentor Know What to Do?**

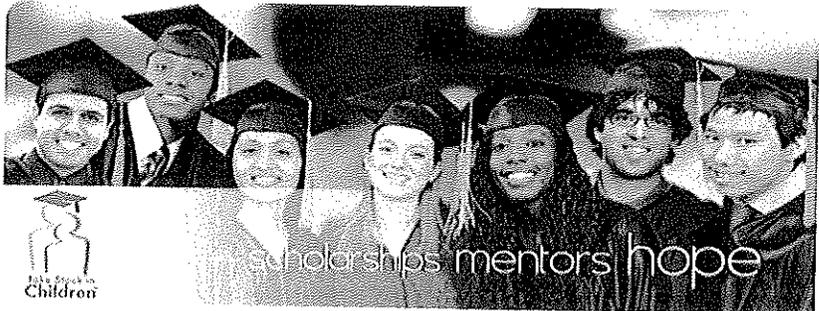
After an initial orientation and training session, you will meet your student/mentee at his/her school. A mentor handbook will be provided with helpful information tips, and activities to guide you in the mentoring process. Your Mentor Coordinator is available for questions and guidance.

### **What Is Team Mentoring?**

Although *Take Stock in Children* would prefer one mentor per student, we recognize the hectic schedule of highly effective people and will pair up mentors with each other. Team mentoring (two mentors per student) assures students the probability that their mentors will meet with them each week.

### **How Can I Become A Mentor?**

When you have decided to make that serious commitment to work with a *Take Stock* student, you will complete a *Take Stock in Children* Mentor application. After your application has been reviewed, you will attend a 60 minute training and once your background check is completed, you will then be matched with a student who will benefit from your guidance and the caring relationship.



Please Complete and Return:

**YES, I WANT TO MENTOR**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

CELL PHONE: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

Please reply in one of the following ways:

- Mail this flyer to Take Stock in Children / Miami-Dade College, Wolfson Campus 300 NE 2<sup>nd</sup> Ave, Room 5501, Miami, FL 33132
- Email your information to [Lourdes.negreira@mdc.edu](mailto:Lourdes.negreira@mdc.edu)
- Fax this form to (305) 237-7689
- Contact us by phone at (305) 237-3952

On Behalf of our Children...  
Thank You!

[www.takestockinchildrenmiami.com](http://www.takestockinchildrenmiami.com)



**AGENDA ITEM**

**3C**

**COMPREHENSIVE**

**ANNUAL**

**FINANCIAL**

**REPORT**

**TO BE SUBMITTED**

**AT A LATER DATE**





## ***City of Miami Springs, Florida***

The Miami Springs City Council held a **REGULAR MEETING** in the Council Chambers at City Hall on Tuesday, January 11, 2011, 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 Billy Bain  
Vice Mayor Jennifer Ator  
Councilman Bob Best  
Councilman Dan Espino  
Councilman George V. Lob

Also Present:

City Manager James R. Borgmann  
Assistant City Manager Ronald K. Gorland  
City Attorney Jan K. Seiden  
Chief of Police Peter G. Baan  
Finance Director William Alonso  
Public Works Director Robert T. Williams  
Recreation Director Omar L. Luna  
Grant Writer/Public Information Specialist Carol A. Foster  
City Clerk Magali Valls

**2. Invocation:** Councilman Espino offered the invocation.

**Salute to the Flag:** The audience participated.

**3. Awards & Presentations:**

#### **3A) Proclamation of Recognition to Lisa Martinez**

On behalf of Mayor Bain, Vice Mayor Ator presented a Proclamation of Recognition to Lisa Martinez for her continued support of the local schools, the Miami Springs Education Advisory Board and the implementation of the Education Compact.

Education Advisory Board Chair Mindy McNichols gave a brief update on the education compact and the activities that Lisa Martinez had helped to accomplish. The purpose of the education compact that was entered into in 2008 was to create a stronger relationship with the Public School District and have a plan for the future through working as partners for the children. Ms. Martinez assisted in drafting the compact at its inception and has been a consistent advisor and facilitator in the implementation of the compact.

One of the top issues was to reduce the student population at the Middle School, which has been reduced from 2,000 to 1,600 students since the compact was enacted, according to Ms. McNichols. This was done through a concerted effort by the District and the school to verify addresses so that students outside of the boundaries were returned to their home schools and to stop transfers from other District schools. A Science, Technology and Mathematics academy was established at the High School and they are laying the groundwork for a magnet program that capitalizes on the math program. The possibility of continuing the bilingual program at Springview to the Middle School was another goal and now this opportunity exists.

Ms. McNichols continued to list the numerous goals and achievements of the Education Advisory Board through the education compact and the partnership with the School District. She thanked Lisa Martinez for making this possible.

Mayor Bain stated that Mindy McNichols is his appointee to the Education Advisory Board, she happens to do a great job and most of the accomplishments are motivated by her. He thanked her for her excellent work.

#### **4. Open Forum:**

##### **Westward Drive**

Nery Owens of 332 Payne Drive stated that the decorum ordinance should apply to the Mayor and Council because they made ugly remarks at the last meeting about the people proposing the Westward Drive amendment. She said that the Mayor called them self-centered, arrogant and selfish. She added that three Council members violated Charter Section 8.05, which is their oath to uphold the laws. She does not understand why Council is determined to revitalize Downtown when it failed in 2001 and wonders how Council will personally benefit from the change.

Ms. Owens said that thirty business owners signed petitions that were brought to Council in April or May and she addressed some comments that Council made at the last meeting. She continued to express her opinion about the failing businesses in the Downtown, which she attributes to the economic downturn and the high rent, not the traffic flow. She said that the business owners need to take responsibility for their actions and run their businesses properly. The Charter amendment does not relate to the building facades; it only deals with the sidewalk, parkway and roadway. She agrees with the Mayor's philosophy that the property owners should be responsible for their own property.

### **Trash Pick-up**

Beatriz Obermann of 449 Swallow Drive, # 23 stated that she came to Council in October last year with photographs of garbage. She said that there is no contract for the trash pick-up, recognized that she was wrong and thanked everyone for their help.

### **Westward Drive**

Charlie Hernandez of 769 Pinecrest Drive commended Council for their "hands-on" approach and their intent to bring the merchants and the community together with the Downtown events. He agrees with most of Council's actions, but he does not agree with changes related to Westward Drive by narrowing the road and widening the sidewalk. He said that there are other ways to help the merchants instead of taking drastic steps.

Mayor Bain informed Mr. Hernandez that Council had not made any decision to reduce the lanes on Westward Drive.

### **Skate Park**

Mr. Hernandez also expressed his concern about the proposed skate park and is glad that the project was put on the "back burner."

### **Westward Drive**

Juan Saborido of 1150 North Royal Poinciana Boulevard stated that people are proposing the amendment to stop anything from happening on Westward Drive, but no one knows what is going to happen. The experts that Council has hired and the citizen's Ad-Hoc Committee that was appointed to review the plans will not be able to work if the petition for the Charter Amendment stops anything from happening. He wants the experts to be able to do their job and for Council to receive feedback from the public in order to be able to decide what to do with Westward Drive.

### **Financial Responsibility**

Donna Hernandez of 769 Pinecrest Drive referred to the comments made by a financial advisor who predicted the downturn in the economy and is saying that it will be worse in twelve months because local communities, counties and states are relying on federal stimulus funds instead of being financially responsible. She mentioned that the \$7MM County tree removal project was done at a bad time after the State had said that they were laying off a thousand employees. Ms. Hernandez explained that her personal business practices are based on responsible spending and making cuts when times are tough.

## **Westward Drive**

Ms. Hernandez stated that the Westward Drive project to widen the sidewalks would probably put several people out of business due to the construction, which means that the process will start all over again with new tenants.

Councilman Espino clarified that there is no Westward Drive project that is scheduled to begin. Council is only talking about problems and solutions.

Ms. Hernandez said that there is speculation of a project on Westward Drive and a majority of the merchants are saying that it will not help their businesses. She does not understand why there is discussion about this project when the economy is so bad. Miami Springs used to have a major draw to the Downtown, which was the movie theatre and now there are major draws in the malls. She urged Council to begin thinking of a major draw, instead of thinking about changing Westward Drive. She added that reducing the lanes on Westward Drive would cause school students to take alternate streets that would create more traffic on Pinecrest or Morningside Drive.

Ms. Hernandez accused Council of reckless spending at a bad time. She urged them to step back and listen to the merchants.

### **5. Approval of Council Minutes:**

#### **5A) 12/13/2010 – Regular Meeting**

Minutes of the December 13, 2010 Regular Meeting were approved as written.

**Councilman Best moved the item. Councilman Espino seconded the motion which was carried 5-0 on roll call vote.**

### **6. Reports from Boards & Commissions:**

#### **6A) 12/28/2010 – Ecology Board – Cancellation Notice**

Cancellation Notice of the December 28, 2010 Ecology Board meeting was received for information without comment.

#### **6B) 01/04/2011 – Code Enforcement Board – Cancellation Notice**

Cancellation Notice of the January 4, 2011 Code Enforcement Board meeting was received for information without comment.

**6C) 01/03/2011 – Zoning and Planning Board – Cancellation Notice**

Cancellation Notice of the January 3, 2011 Zoning and Planning Board meeting was received for information without comment.

**6D) 01/11/2011 – Recreation Commission – Rescheduling Notice**

Rescheduling Notice of the January 11, 2011 Recreation Commission meeting was received for information without comment.

**6E) 01/03/2011 – Board of Adjustment – Approval of Actions Taken at their Meeting of January 3, 2011 Subject to the 10-day Appeal Period**

Actions taken by the Board of Adjustment at their meeting of January 3, 2011 were approved subject to the 10-day appeal period.

**Councilman Espino moved the item. Councilman Lob seconded the motion which was carried 5-0 on roll call vote.**

**7. Public Hearings:**

**7A) Second Reading – Ordinance No. 1002-2010 – Amending Code of Ordinance Section 150-010, Roof Materials, Requirements, and Re-Roofs, by Permitting the Use of Florida Building Code and Miami-Dade County N.O.A. Approved Asphalt Shingles for New Roofs and Re-Roofs for a Two-Year Sunset Period; Repealing all Ordinances or Parts of Ordinances in Conflict; Effective Date (Second First Reading: 12/13/2010 – Advertised: 01/01/2011)**

City Attorney Jan K. Seiden read the ordinance by title.

Attorney Seiden stated that this is the second reading and public hearing on the proposed ordinance. No changes were made since the last meeting; the ordinance provides for shingles for new roofs and re-roofs for a two-year period and unless Council takes further action within the two-year period the provision will sunset.

Mayor Bain opened the public hearing to those persons wishing to speak. There were no speakers, and the public hearing was closed.

**Councilman Best moved to adopt the ordinance on second reading. Councilman Lob seconded the motion which was carried 4-1 on roll call vote, with Councilman Espino casting the dissenting vote.**

**7B) Second Reading – Ordinance No. 1005-2010 – An Ordinance of the City Council of the City of Miami Springs Amending Code of Ordinance Section 34-19, Employee Compensation and Benefits, by Adding Provisions Governing the Granting, Accumulation and Use of Compensation (“Comp”) Time by Eligible and Entitled Employees; Repealing all Ordinances or Parts of Ordinances in Conflict; Effective Date (Second First Reading: 12/13/2010 – Advertised: 01/01/2011)**

City Attorney Jan K. Seiden read the ordinance by title.

Attorney Seiden stated that this is the second reading and public hearing; no changes were made since the first reading. The ordinance codifies the existing City administrative policy on the accumulation and use of “comp” time by City employees.

Mayor Bain opened the public hearing to those persons wishing to speak. There were no speakers, and the public hearing was closed.

**Councilman Lob moved to adopt the ordinance on second reading. Councilman Best seconded the motion which was carried 5-0 on roll call vote.**

**7C) Second Reading – Ordinance No. 1007-2011 – An Ordinance of the City Council of the City of Miami Springs Amending Code of Ordinance Section 150-017, Recreational Vehicles, by Clarifying the Applicability of the Ordinance to Single-Family Residential Districts of the City and Providing Specific Prohibited uses for Such Vehicles; Repealing all Ordinances or Parts of Ordinances in Conflict; Effective Date (First Reading: 12/13/2010 – Advertised: 01/01/2011)**

City Attorney Jan K. Seiden read the ordinance by title.

Attorney Seiden stated that this is the second reading and public hearing; no changes were made since the first reading of the ordinance that simply clarifies that the ordinance provisions are only applicable in single-family districts of the City. There was an administrative change in the placement of prohibited uses within the ordinance.

Mayor Bain opened the public hearing to those persons wishing to speak. There were no speakers, and the public hearing was closed.

**Vice Mayor Ator moved to adopt the ordinance on second reading. Councilman Best seconded the motion which was carried 5-0 on roll call vote.**

**7D) Second Reading – Ordinance No. 1009-2011 – An Ordinance of the City Council of the City of Miami Springs Creating and Codifying Code of Ordinance Section 70-02, Red Light Camera Enforcement; By Electing to Locally Implement Florida Statute Section 316.008(7)(A); Authorizing the Implementation of Law of Florida 2010-80; Directing the Codification of this Ordinance; Providing For Severability; Repealing All Ordinances or Parts of Ordinances in Conflict; Effective Date (First Reading: 12/13/2010 – Advertised: 01/01/2011)**

City Attorney Jan K. Seiden read the ordinance by title.

Attorney Seiden stated that this is the second reading and public hearing on the proposed ordinance. There were no changes made since the first reading of the ordinance that is an enabling ordinance to allow the use for the installation and establishment of red light cameras within the municipal boundaries of the City.

Mayor Bain opened the public hearing to those persons wishing to speak. There were no speakers, and the public hearing was closed.

**Councilman Best moved to adopt the ordinance on second reading. Councilman Lob seconded the motion which was carried 4-1 on roll call vote, with Mayor Bain casting the dissenting vote.**

**8. Consent Agenda: (approved with one motion)**

City Manager Borgmann read the titles of the Consent Agenda items.

**8A) Approval of the City Attorney's Invoice for December 2010 in the Amount of \$10,820.25**

There was no discussion regarding this item.

**Vice Mayor Ator moved the consent agenda. Councilman Espino seconded the motion, which was carried 5-0 on roll call vote.**

**8B) Recommendation that Council Approve a Purchase to CrimeReports, the Lowest Responsible Proposer, in the Amount of \$7,164.00 for "CrimeReports.com" and "Command Central" Software, for a Three-year Period, Pursuant to Section 31.11 (E) (2) of the City Code to Enhance the Police Department's Records Management System, to be Paid from the Law Enforcement Trust Fund Account**

There was no discussion regarding this item.

**Vice Mayor Ator moved the consent agenda. Councilman Espino seconded the motion, which was carried 5-0 on roll call vote.**

**8C) Recommendation that Council Award a Bid for Sports Field Custom Fencing to Superior Parks System, Inc., Utilizing Miami-Dade County Contract Bid # 4907-3/13-1, in an Amount not to Exceed \$31,612.20, Pursuant to Section 31.11 (E) (5) of the City Code**

There was no discussion regarding this item.

**Vice Mayor Ator moved the consent agenda. Councilman Espino seconded the motion, which was carried 5-0 on roll call vote.**

*(Agenda Items 9Da and 9Db considered at this time)*

**9. Old Business:**

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

Councilman Espino (Group II) **re-appointed** Ernie Aloma to the Board of Adjustment for an unexpired term ending on April 30, 2013.

**9B) Consideration of Recommendations from the Education Advisory Board Regarding Civics Week and the Youth Advisory Council**

City Manager Borgmann stated that the Education Advisory Board, at their meeting of November 16, 2010, made several recommendations for Council to consider in regard to establishing a Miami Springs Civics Week and other avenues to educate the community and students about the importance of local government.

City Manager Borgmann referred to Councilman Espino's proposal "Focusing Academics on Civic Education" (FACE), which he included in the agenda packet. He also included information from the Florida League of Cities that provides a framework to work from, including the establishment of a Youth Advisory Council.

Education Advisory Board Chair Mindy McNichols stated that every private and public school principal in the City has confirmed that they will participate and are looking forward to Civics Week in April. She said that the idea is to let the schools decide what program they want to sponsor with the City's assistance. Many students know very little about local government and it really is the bedrock of our democracy, according to Ms. McNichols.

Mayor Bain clarified that Council is being asked to designate April 25, 2011 as "Civics Week" and have the schools participate in City activities.

Ms. McNichols explained that she was hoping the City Manager and the Administration could put together a program that could be brought back to Council in more detail.

Vice Mayor Ator stated that one of the issues was the vagueness of the idea.

Ms. McNichols said that someone from the City must help to put together a program that is more specific. The Education Advisory Board hopes that Council will support the idea and direct staff to put something together that is more definite, such as what activities will be held on what dates.

Vice Mayor Ator felt that the school principals should provide the details for Civics Week.

Ms. McNichols stated that they are looking for assistance from the City by holding a mock Council meeting with students shadowing the elected officials.

Councilman Espino explained that the difference is making the option for the events available, versus commanding that they must be done.

Ms. McNichols felt that each school would have a different activity based on the age group.

Mayor Bain suggested contacting the City of Hialeah because their Mayor is very involved in the school activities and programs.

Ms. McNichols stated that other cities had held mock Council meetings or hosted a night when students could come to ask questions. She would like assistance from Staff and for Council to declare Civics Week or Local Government Week.

City Manager Borgmann said that there is a list of ten options for building citizenship with different activities and programs. He can make himself and his Staff available to whatever Council wants the schools to do; it is a coordination effort.

Ms. McNichols explained that the Education Advisory Board outlined the basics of what a Youth Council should be, including the age range and how they should be chosen, which needs further clarification through an ordinance. There are models from the Village of Pinecrest and the City of Hialeah that she can provide.

**Councilman Espino moved to authorize the Administration to work out a program for Civics Week and the establishment of a Youth Advisory Council and bring it back for final approval. Councilman Lob seconded the motion, which carried 5-0 on roll call vote.**

*Mayor Bain called for a five- minute recess at 8:22 p.m.*

**9C) Scheduling of a Revitalization and Redevelopment Ad-Hoc Committee Workshop Meeting**

City Manager Borgmann stated that Calvin, Giordano would like a Workshop Meeting to discuss their findings and what has been done to date in regard to N. W. 36<sup>th</sup> Street and they are requesting a 5:00 p.m. meeting prior to the Regular Council meeting on January 24<sup>th</sup>. They also suggested that the Ad-Hoc Committee attend the Workshop meeting to introduce them to the process.

**Council scheduled an introductory meeting of the Ad-Hoc Committee for Monday, January 24, 2011 at 5:00 p.m. together with the City Council.**

**9D) Curtiss Mansion Inc.:**

*Agenda Item 9Da was discussed after the consent agenda*

**9Da) Report on the Status of Receipt of the Additional \$1,000,000 GOB Grant Funding**

City Manager Borgmann stated that through the efforts of Curtiss Mansion, Inc. (CMI) and County Commissioner Rebeca Sosa the City was able to obtain an additional \$1MM towards the completion of the Curtiss Mansion restoration. When the City received the paperwork to get the funding, it was recognized that there were several items that would be difficult to achieve. The County indicated that the \$1MM would have to be used last to complete the project, which means the additional funds that are needed to finish the building would total \$1.5MM, including the \$1MM, or \$475,000 to be exact. There was a change by the County to allow the use of the \$1MM first and the \$475,000 at the end, which still puts the City on the hook.

City Manager Borgmann asked Council to guarantee an additional \$500,000 that will allow the City to get \$1MM from the County to complete the project. There are funds available in the unencumbered fund balance and the left over funds from the Community Center project. He said that CMI is working diligently to raise extra funds, but at this time the County will not approve any kind of agreement without a guarantee for the extra funding.

City Attorney Seiden stated that the Finance Director has been told that the \$1MM will not be released unless the City completes the form. The problem in regard to doing this is related to items 1 (a) 2 (a) and 4 (a) on the Pre Interlocal Agreement Checklist that require an affirmative response. This would mean that the City has designated and is prepared to spend the additional funding required to complete the project to allow occupancy and usage of the facility. At this time, it appears that based upon the numbers presented by CMI that the amount is approximately \$475,000.

City Attorney Seiden added that the City is being asked to sign a grant agreement and part of the condition is the guarantee of the completion of the project. The agreement will not be prepared until the checklist is properly executed and returned to the County. It is up to Council to designate the funds for the completion of the project, in order to be eligible to receive the \$1MM.

City Manager Borgmann said that there are six items on the checklist; originally there were seven items, but the County eliminated the seventh item requiring the \$1MM to be used last. They are now allowing it to be used first. He clarified that the estimate to complete the project is \$1,475,000. Funds are available in the cash reserve and CMI is still committed to raising the additional \$475,000.

Councilman Best said that Council had taken similar action before and the cause is well on its way to fruition. He explained that the funds would be encumbered until such time as they are paid back; it is a guarantee that the project will be completed and CMI's efforts to date certainly warrants cooperation.

Councilman Espino commented that CMI is working hard and had raised \$4MM toward the completion of the project. They are pursuing other avenues of raising the funds to cover the balance and the goal is to use additional revenue outside what is needed to guarantee the completion of the project.

Vice Mayor Ator understood that it is CMI's intent to raise the \$475,000, and they are seeking the guarantee from the City so that the project can be finished by June.

Mayor Bain stated that he had visited the Curtiss Mansion this week and the work is a testament to the efforts of CMI. He urged people to set up an appointment to go by to see what has been done.

**Councilman Best moved to offer the guarantee of \$475,000 to CMI. Vice Mayor Ator seconded the motion, which carried 5-0 on roll call vote.**

CMI President Jo Ellen Morgan-Phillips of 372 De Leon Drive thanked Council. She said that the organization never stopped raising money; it is important to finish the project because there is an important program that begins in June. Otherwise, CMI would wait until the money was in the bank.

Ms. Morgan-Phillips introduced the CMI Board members who were present. She complimented them for their dedication and for overcoming incredible odds to bring the Mansion to where it stands today. She invited anyone wishing to see the Mansion to contact her before construction begins again.

Ms. Morgan-Phillips explained that June 2011 is the 100<sup>th</sup> anniversary of aviation in Miami and they want to be able to open the Curtiss Mansion for this event. The next item on the agenda is more important because Captain Barrington Irving, who flew solo around the world, is offering a Science, Technology, Engineering and Math (STEM) academy at the Mansion, which will require a certificate of occupancy allowing students to be on site. This will only be possible if the work to complete the facility begins tomorrow.

City Attorney Seiden said that once the checklist is executed it will be sent to the appropriate person at the County notifying them that the City would like the grant agreement executed. He assumes that the form would be sent to the City in a few days and work should not commence until the agreement is approved.

City Manager Borgmann offered to call the County representative to find out what is needed. It is very clear that they support the project and \$1MM is guaranteed by the vote of the County Commission. Council has guaranteed the additional \$475,000 and there should not be a problem.

Finance Director William Alonso stated that he spoke with the County and once the requirements of the checklist are sent to them they will process an Interlocal Agreement that will be sent to the City, which will take more than a few days to approve. He is 99.9% sure that the County will approve the Interlocal Agreement. He added that the contractor wants to begin work as soon as possible.

City Manager Borgmann said that as long as no invoices from the contractor are dated prior to the date of the agreement there should not be a problem.

**9Db) Approval of Facility Agreement with Experience Aviation for Rental Space in the Curtiss Mansion**

City Manager Borgmann stated that he met Captain Barrington Irving several years ago when he was the Grand Marshal of the Junior Orange Bowl Parade and he has met with him numerous times since then. Captain Irving is a great human being and will be a tremendous asset to the community with his academy. He commended Ms. Morgan-Phillips for finding the connection and making this happen. The culmination of the efforts is for Council to approve a Facility Agreement between Captain Barrington Irving and the City.

City Manager Borgmann explained that the City Attorney had spent numerous hours reviewing the agreement and making the necessary changes to the document that will work for the City.

City Attorney Seiden stated that it is a five-year agreement that provides for minimal rent of the facility by Experience Aviation who will operate the STEM academy for the students. The idea is that when the Mansion is not being used for student education, it will be used as a local office by Experience Aviation. The agreement includes the standard provisions for insurance, hold harmless, etc.

**Councilman Best moved to approve the Facility Agreement with Captain Barrington Irving and the academy. Vice Mayor Ator seconded the motion.**

Mayor Bain stated that he had the pleasure of spending time with Captain Irving and his family, which was a lot of fun.

**The motion was carried 5-0 on roll call vote.**

Ms. Morgan-Phillips stated that she made many telephone calls to Captain Irving before he returned her calls. She knew that once he understood the plans for the Curtiss Mansion and the beginning of aviation in the United States that he would see the connection with himself and his students. She relayed a story about Captain Irving's life and how he gave up football for a scholarship to Florida Memorial and learned to fly. She introduced Captain Barrington Irving saying that he is truly an inspiration to young people.

Captain Barrington Irving said that he is grateful to be surrounded by great folks in the community. He was a bit conservative when this entire process started because he is very protective of his team and who they associate with. CMI Board members are passionate about what they envision and believe in, which is contagious. He immediately agreed to be involved with them and he looks forward to the STEM Program at the Curtiss Mansion. He relayed some of the student achievements and projects, including building of a flyable aircraft in ten weeks that he flew for its first flight. Recently, they received a donation of four airplanes so that Experience Aviation can launch a flight school and they also received \$3MM in avionics equipment to begin a training program. In addition, he is working on another world record that will occur in 2012.

Captain Irving thanked Council for the opportunity to partner with the City and CMI. He is very serious about helping young people and wants them to recognize what others have done, like Glenn Curtiss, in paving the path for them. He said that there are many resources within the community that will foster great programs for young people who are pursuing careers in Science, Technology, Engineering and Mathematics.

Councilman Espino felt that not enough credit had been given to Captain Irving for his flight around the world that was extremely impressive. He visited his academy and saw students of all ages with passion about learning and achieving in areas that are not "cool" like math, science and engineering. Captain Irving instills discipline, dedication and passion to succeed that does not always occur at home or in school. This is equally impressive to his flight around the world because the lasting benefits will reverberate for years to come.

Councilman Best stated that although the subjects of math, science and engineering may not be "cool" it is "cool" to be able to fly.

#### **9E) Application Form for Downtown Event Grants and Thoughts on an Evaluation Process**

City Manager Borgmann stated that this agenda item is related to the finalization of the application form for Downtown event grants and the evaluation process. The packet includes a draft form and two Special Event Applications, including one for filming on public property or in a public facility. He reviewed the information to be completed on the event form, including the total cost, a detailed budget and the expected economic impact on Downtown.

City Manager Borgmann stated that the hard question to answer is how the applications should be evaluated. He said that there could be a point system, and it must be decided if Staff or Council would first review the applications. He said that \$10,000 was set aside in the budget, and this amount has already been exceeded. Council will be asked to increase this amount and a budget amendment will be made for additional funds, if approved.

There should be a deadline when applications would be due, perhaps twice a year, according to Mr. Borgmann. The funds could be divided into two grant cycles for the fiscal year.

Councilman Best felt that it would be difficult to communicate the application deadline with event organizers outside of the Springs River Festival committee. He asked how someone planning an event would know in advance.

Councilman Lob said that the application would be treated as a grant that has a due date.

Councilman Best noted that some events come up quickly as entertainment becomes available.

Councilman Espino liked the idea of having two deadlines. He agreed with the content of the memorandum and said that an evaluation would be a good idea; the applications should first go to the Administration. He also agreed with requesting financial reports in order to understand how the money is spent.

Councilman Lob felt that two deadlines would assure that not all the funds are released at one time. He asked to consider what should be done with funds if they are not allocated during the first process and if they will be added to the second half.

Councilman Espino said that All Angels came forward with their request for Movie Night and there was some concern about allocating funds to them and not others. He made the comment that they should not be penalized for being prepared and coming to Council; now everyone will be on notice as to the application process.

Councilwoman Ator supported two deadlines. She was concerned about dividing the funds since Council has already spent more than was allocated during the first few months of this fiscal year.

Mayor Bain thought that \$25,000 was budgeted since \$30,000 was spent last fiscal year.

Finance Director William Alonso clarified that \$10,000 was budgeted for Circle events and the remaining funds were for other special events that add up to \$25,000. He explained that almost \$12,000 had been spent out of the total \$25,000.

Mayor Bain asked what events were earmarked to receive funds from the \$25,000 in the budget.

Finance Director Alonso responded that the \$25,000 included \$6,000 for the Springs River Festival, \$2,000 for the Stafford Golf Tournament, \$2,000 for the employee luncheon, \$2,000 for the Police Appreciation Dinner, and the \$10,000 for Circle events.

Councilman Espino suggested exempting City functions from the application process. All non-City initiated functions should go through this process.

Mayor Bain recommended that all proposals for events should first be presented to Council before the application process begins. He wants the organizers to express their ideas before beginning the process.

Councilman Espino said that there are sometimes time constraints and he would like to streamline the process.

Councilman Lob felt that currently there are a manageable number of requests that can be handled. At some point it might get out of hand and at that point something else might be necessary. Authorizing funds twice a year will allow people to make their requests for new events excluding those that occur every year. He agrees with the Mayor that Council should first hear the proposals before the application process begins.

Councilman Espino clarified that Council would not render any decisions when the requests are presented. He added that the Optimist Club Barbeque Blast is an example of the Administration working with the organization from the initial proposal to the end result. He also wants to hear the presentations with a complete understanding of what will transpire.

Vice Mayor Ator said that logistically it makes more sense for the Administration to first review the proposal.

Councilman Best likes the front-end approach that should work in conjunction with the application. It is important for anyone wanting to hold an event to come to Council initially to express their ideas and then the process can move forward through the Administration and eventually come back for Council approval.

City Manager Borgmann stated that a good time for Council to receive requests is during the budget process in August and the deadline for the event application would be October 1<sup>st</sup>, which could be the first grant cycle.

Vice Mayor Ator assumed that a notice would be distributed to those organizations to let them know there are funds available.

City Manager Borgmann said the organizations requesting funding could make their presentations to Council during the workshop process and Council would make a decision as to how much should be included in the budget, even though the events will not be approved at that point.

Vice Mayor Ator likes to plan in advance, but the Optimist Barbeque event is an example of a proposal that may not have been conceptualized in September and it seems like a wonderful event.

Mayor Bain stated that the Optimist Club had been planning the event with the Administration and Council first heard of it tonight. He would like the event organizers to come to Council first with a concept and an associated price tag. The Administration can then review the details and move forward. The concept is to hold events to promote Downtown.

Councilman Espino reiterated that he likes the idea of allocating funds for a specific time period.

Mayor Bain wants to let people use their imagination and make the presentation to Council so that a decision can be made in regard to the funding and what the event will contribute to promoting Miami Springs. He would not want the Administration to spend time evaluating events that Council feels would be inappropriate.

Councilman Lob would like to deter last minute events as much as possible because it is not right to allocate money at the last minute without having time to perform due diligence.

Mayor Bain suggested that there should be a time constraint, such as 90-day advance notice of an event.

Councilman Espino said that the first window could be August 1<sup>st</sup> and the second window would be January 1<sup>st</sup>.

**Council agreed with the January and August deadlines and that the concept should be presented to Council first.**

Vice Mayor Ator would like to encourage requests to come to Council as soon as possible; the event organizers should not have to wait until the window opens if they are aware of the event earlier.

Councilman Espino asked to consider how Council would handle those requests that do not fall within the funding window, like emergency events.

City Attorney Seiden said that a hard fast rule could be set and Council could also entertain requests on an emergency basis.

Mayor Bain stated that Council would be able to finalize the details when the information is brought back for final approval.

**9F) Consideration of Correspondence Regarding Charter Petition Approval Process --  
Reconsideration of Approval of Petition Form**

City Attorney Jan K. Seiden said that he requested this item to be on the agenda. As shown in the agenda packet, there is an e-mail from Attorney Kionne McGhee who sent a letter at 2:16 p.m. yesterday afternoon. He sent the letter to the City Clerk at 3:09 p.m. asking that the letter be provided to the elected officials and to place the matter on the agenda for further consideration. He read the letter into the record as follows:

*"Dear Mr. Seiden:*

*Our firm has been retained to represent Jaime Petralanda in the above-mentioned matter. In an attempt to achieve an amicable resolution, I am requesting a meeting or telephone conference with you on this matter. Please feel free to contact me at the email or telephone number listed below."*

Attorney Seiden stated that he spoke with Attorney McGhee sometime in the afternoon between 2:16 and 3:06 p.m. and he assured him that he felt it was important to reach an amicable resolution of the problem. He mentioned that the City Council meeting that normally is held on Monday night was in fact being held on Tuesday, which allowed time to place the matter on the agenda. He also assured Attorney McGhee that he would put the matter back on the agenda for the consideration of the approval of the form of the Charter amendment petition. At that time, Attorney McGhee mentioned that he and his Staff had not finalized the work to file a petition for writ and he would be prepared to file it later in the week, but it seemed that there was an agreement and an understanding that he would take no action until he had an opportunity to come to Council this evening to secure an amicable resolution of the matter.

City Attorney Seiden explained that at 4:25 p.m. today he was called by the City Clerk and received e-mails from a few people, including Mr. McGhee whose e-mail read as follows:

*"Pursuant to the directions of my client, my firm filed a Petition for Writ of Mandamus in the Eleventh Circuit Court today. I have attached a copy of the Petition for Writ of Mandamus. In addition, we served a copy of the Petition for Writ of Mandamus and Appendix at the Office of the City Clerk of Miami Springs. Please contact me at the number listed below if there are any questions or concerns. Thank you."*

Attorney Seiden stated that he was very unhappy and felt that his agreement and understanding with Attorney McGhee had been breached inappropriately and unfairly. He felt that the effort to amicably resolve the matter was untruthful and insincere. The City Clerk confirmed that the City was served with a copy of the Petition for Writ of Mandamus. In speaking with Attorney McGhee today, he asked him why he did it and he said that his client insisted that it be filed today. He does not understand why it was done in light of the fact that he assured him that he was going to present it to Council tonight and request that Council change their position on the petition approval process.

Attorney Seiden encouraged Council to take action to approve the form of the petition that would be used in the charter process. This does not relate to the wording or the specifics of the language; it is only a ministerial process to approve the format of the form to allow the group to begin collecting signatures with the language that they propose. This is his recommendation, and if approved, he will ask the City Clerk to notify Mr. Petralanda and his attorney.

Nery Owens of 332 Payne Drive feels that Council violated their oath of office, as three Council members voted against approving the petition form even though the City Attorney said that they should do it. Her feeling is that time is critical because they want the question on the ballot on the next election.

Ms. Owens read into the record the business names and addresses that signed the petition stating:

*"We, the undersigned business owners on Westward Drive are 100% opposed to any plan that would alter the existing traffic lanes, parking or sidewalk configuration on Westward Drive. We want Westward Drive to remain two lanes each way with the existing parallel parking."*

Ms. Owens stated that after the petitions were submitted, Council moved forward to contract with a consultant to study Westward Drive.

Steve Owens of 413 Swallow Drive, # 10 said that the article in the Gazette titled "Miami Springs Mayoral candidate files suit" quotes Mayor Bain as saying "Jaime and I met for more than an hour and I thought we had this resolved. We understand something has to be done, which is why we are putting it up for a re-vote at tonight's meeting." He said that no agreement was made with Jaime Petralanda and there were never words spoken that indicated it would be re-evaluated at tonight's meeting, according to Mr. Owens. He alleged that Mayor Bain was trying to persuade Mr. Petralanda to change the language of the amendment.

Laz Martinez of 1021 and 161 Westward Drive said that he is a business and property owner who has been attending all meetings pertaining to Downtown improvements. He has spent a lot of time attending these meetings and apparently the gentleman who is spearheading this position has never attended any of the meetings to make any comments. There was an open forum to discuss all issues, positive or negative. It is disappointing that all of a sudden, in light of the fact that he is running for office, Mr. Petralanda has put this petition forward, which is derailing two years of work by the City Council and others involved in the process.

Mr. Martinez said that as a registered voter, it scares him that someone running for such an important office can take on such an important cause like the future of the Downtown improvements without doing their homework. He felt that it is disingenuous to follow through with the lawsuit and interesting that this is the way to win votes.

City Attorney Seiden clarified that the question before Council is whether or not to approve the form of the petition as a ministerial act so that the group can use it to obtain signatures for the Charter amendment process.

Councilman Best asked when the wording will be discussed once the process moves forward.

Attorney Seiden explained that once the ministerial act is done the Clerk notifies the petitioner that they can begin the process. After notification, they have 60 days to collect signatures for the appropriate amount. At some point beyond the time the signatures are collected and verified, it will come back to Council for placing the question on the ballot. Council can address the language and discuss it with the committee if it gets to that point.

To answer Councilman Best's question, Attorney Seiden responded that he had never heard of the McGhee law firm until yesterday.

**Councilman Best moved to approve the form of the petition as a ministerial act. Councilman Lob seconded the motion, which carried 5-0 on roll call vote.**

#### **10. New Business:**

##### **10A) April 5, 2011 Miami Springs General Election – Selection of Site**

City Manager Borgmann stated that Agenda items 10A and 10B are related to the proposed location for the Miami Springs General Election to be held on April 5, 2011. The memo from the City Clerk outlines some of the positive and negative points in regard to the multi-purpose room at the Community Center, which did not have sufficient space to comfortably fit all that was needed to conduct the election.

Council authorized the protective flooring for the basketball gym, which would allow the election to be held inside the gym by closing off the drop nets, according to Mr. Borgmann. Some people have voiced their concern about the Community Center location because of the difficulty to campaign due to the 100 foot limitation during the actual election.

City Manager Borgmann stated that the last election at the Golf Course seemed to work well and the City Clerk can address the matter further.

City Clerk Magali Valls stated that the agenda back-up also includes a memorandum from the Recreation Director expressing his opinion about changing the polling location to the gymnasium and how it would affect his operation. It would be Council's decision as to whether they want to conduct the election at the Community Center or the Golf Course. The 100-foot limitation does not allow room for the candidates to campaign outside the Community Center.

Councilman Espino said that it was a good experience during the last election at the Country Club since there is ample parking and people travel that street. In addition, it would not affect the operation of the gymnasium. He voted at the precinct inside the Community Center and it was crowded with long lines. Even though the gym would have the protective floor covering, he would not want to put it to such severe use.

Councilman Best commented that the gymnasium would have to be closed for two days if the election were held there. In 2009, he had no problem with the election being held at the Golf Course, which was very clean and it gave all the potential candidates a place to make their presence known. The Community Center is surrounded by residents on Apache and Chippewa Street, which might not be fair to them.

Vice Mayor Ator stated that the precinct where she votes is at the Community Center and she heard people complain about the 100-foot limitation. She said that if the Country Club can host the election and is willing to do so she would support that location.

City Clerk Valls explained that she would speak with Carlos Santana about the use of the Country Club and he is always very helpful and works with the City.

**Councilman Best moved to hold the General Election for April 5, 2011 at the Miami Springs Country Club. Councilman Espino seconded the motion, which carried 5-0 on roll call vote.**

**10B) April 5, 2011 Miami Springs General Election – Installation Ceremony – Site Selection**

City Clerk Magali Valls stated that at the November 22<sup>nd</sup> meeting the Mayor and Council expressed an interest in having the installation ceremony of the newly elected officials at the Rebeca Sosa Theatre. After consulting with the Miami-Dade County Elections Department, they confirmed that the official results of the election would be available the Monday following the General Election. The installation ceremony could be held on Monday, April 11, 2011, at the Rebeca Sosa Theatre, giving Council an opportunity to celebrate properly. If necessary, the Regular Council Meeting could be re-scheduled for Tuesday, April 12<sup>th</sup> in the Council Chambers at City Hall.

Mayor Bain inquired if there would be a meeting on April 11<sup>th</sup> and another on April 12<sup>th</sup>.

City Attorney Seiden asked to define what an installation ceremony consists of. In the past, it was an opportunity for people leaving office to speak, as well as the new officials being sworn in.

Councilman Lob would like everything to be done on April 11<sup>th</sup> and April 12<sup>th</sup> would be a Regular Meeting. This way everyone could enjoy themselves.

The City Clerk stated that the only official act would be approving the resolution canvassing the results of the election and the swearing in of the elected officials on Monday, April 11<sup>th</sup>.

The regular Council meeting will be held on Tuesday, April 12, 2011.

**Councilman Espino moved to approve the Installation Ceremony at the Rebeca Sosa Theatre on Monday, April 11th. Councilman Lob seconded the motion, which carried 5-0 on roll call vote.**

*Agenda Item 10C discussed after 10F*

**10C) Discussion of Actions Taken by the Historic Preservation Board at their Meeting of November 18, 2010 Regarding Historic Designation Approval Process**

City Attorney Seiden stated that Council had directed him to prepare a document, which he did and submitted it to the Historic Preservation Board for their comment, additions or corrections. The Vice Mayor had expressed concern about the process of designation being more transparent to the people who were going to be subject to designation.

Attorney Seiden said that the Historic Preservation Board minutes of November 18, 2010 indicate that the Board does not seem to agree with Council's position; it seems that they want to be less transparent and have recommended altering his document. His position is that the document was written for Council and it should be given to every person that is subject to designation, along with any other information that the Board wants to submit to them.

Mayor Bain stated that the Board members are appointed by Council and if they are not representing Council appropriately, then it should be determined whether or not they should be on the Board. Council has been fair and honest by proposing the language they feel is proper and the Historic Preservation Board should uphold their wishes. Proper notification to the property owner is something he wanted to do years ago and now Vice Mayor Ator has brought it forward.

City Attorney Seiden noted that one of the Board members stated that neither the Board nor the City has the right to make a statement about the impact historic designation may have on the property value. He clarified that it is not only a right; it is a duty to inform the citizens. This all came about some time ago because in his opinion, the Board was not answering the questions asked of the people whose house was being designated. He would certainly recommend no change in the document that he prepared and Council should send a message to the Board members as to what they want.

Councilman Espino said that the Board made their recommendation and Council can choose not to accept it.

City Attorney Seiden suggested sending a memorandum to the Historic Preservation Board through the City Clerk that the document is to be included in any correspondence that is sent to any property owner in the City whose property is subject to designation.

The City Attorney clarified for Vice Mayor Ator that the process of notifying the homeowner is already approved and part of the ordinance.

**Councilman Best moved the item, as recommended by the City Attorney, not to amend the language in the Impact of Historic Designation document. Vice Mayor Ator seconded the motion, which carried 5-0 on roll call vote.**

Councilman Best agreed with the City Attorney's suggestion for the City Clerk to send notification to the Board members that this action was taken.

City Attorney Seiden said that the Clerk will prepare a memorandum to the Board.

Mayor Bain added that each Council member should talk with their appointee.

Councilman Espino said that he would like to see the complete designation package and what the resident will receive.

City Attorney Seiden explained that the Board proposed sending a letter. The information regarding the Impact of Historic Designation that Council approved is a fair basis of education for the property owner. He does not feel that the Board will offer more unless they are directed.

Vice Mayor Ator said that she wanted to see what was sent to the property owner last time.

Council **requested** a copy of the complete package of information received by a property owner when their property is being designated, including the new information drafted by the City Attorney, which will be scheduled as an agenda item for the next meeting.

**10D) Resolution No. 2011-3502 - A Resolution of the City Council of the City of Miami Springs Approving and Adopting the Financial Policies Manual for the 2010-2011 Fiscal Year; Specifying Continued Force and Effect of Resolution; Effective Date**

City Attorney Jan K. Seiden read the resolution by title.

Attorney Seiden stated that Council had previously approved the Financial Policies Manual by motion and Finance Director Alonso clarified that this should be approved annually at the beginning of the fiscal year.

**Councilman Best moved to adopt Resolution 2011-3502. Vice Mayor Ator seconded the motion, which carried 5-0 on roll call vote.**

**10E) Approval of Additional Funding for Downtown Events**

City Manager Borgmann stated that Council had been discussing the Downtown events and approved expenditures totaling \$11,990, plus the additional \$5,000 for the Optimist Club and \$1,575.00 for three additional movie nights. He recommended increasing the budget line item by \$10,000.

**Councilman Espino moved to approve an additional \$10,000. Councilman Best seconded the motion, which carried 5-0 on roll call vote.**

*Agenda Item 10F discussed after 10B*

**10F) Miami Springs Optimist Club Requests for Funding**

**10Fa) Annual Soccer Banquet – January 23, 2011**

City Manager Borgmann stated that there are two items from the Optimist Club. The first is a request for \$2,000 towards the annual soccer banquet to be held on January 23<sup>rd</sup> in Virginia Gardens. The City contributed last year and Staff recommends approval. The second request related to a barbecue and cook-off and their budget for this event is \$5,235.00, although there is no specific amount they are requesting from the City. The police services alone will be approximately \$2,000 and moving the event to the first block of Curtiss Parkway would cut this expense, but it is too late this year because all the advertising is geared toward the Circle.

Mayor Bain stated that the Village of Virginia Gardens also contributes to the annual soccer banquet, which is held on their field.

**Councilman Best moved to donate \$2,000 to the Optimist Club. Vice Mayor Ator seconded the motion, which carried 5-0 on roll call vote.**

**10Fb) Barbecue Blast Event – January 22, 2011**

President Tony Silva of 1298 Robin Avenue and Secretary/Treasurer Robert Vico of 571 Nightingale Avenue were present representing the Miami Springs Optimist Club.

Mr. Silva thanked Council for the opportunity to speak. He said that the Miami Springs Optimist Club together with Virginia Gardens have been helping youth and the various local charities for more than fifty years. There are many groups that use the Optimist facility and they must generate funds to assist with the various programs. The proposed barbecue event at the Circle will be a fundraiser that will be a fun event for everyone that will help the City and the local businesses.

To answer Vice Mayor Ator's question, Mr. Silva clarified that the entire Circle will not be closed to traffic, only the inside lane where the grills and tents will be placed in order to preserve the grassy area.

Councilman Espino asked how much money the Optimist Club is asking for.

Mr. Vico stated that the Optimist Club is asking for \$5,200 to hold the free event at the Circle, which does not include trophies, cash awards, T-shirts, banners, advertising, etc. The expenses they are asking for help with are the entertainment, portable toilets, police services, trash containers, fire extinguishers, tables, chairs and bounce houses. He added that this event could become a tradition in the community and everyone can participate.

Mayor Bain asked if there would be a savings on Police services by not closing the entire Circle to traffic.

Chief of Police Peter Baan stated that he is not sure that it would be a good idea to not close the entire Circle, depending on the size of the crowd. He would recommend a three-quarter closure of the Circle due to the safety factor for the all-day event. It takes more police assistance to assist the people across the street than it actually takes to close the Circle. The three-quarter closure would leave the northbound lanes on Curtiss Parkway open to Hook Square. Depending on the scheduling of the on-duty shift, he might be able to use three officers, instead of four and have some of the on-duty officers assist during peak times.

To answer Vice Mayor Ator's question, Chief Baan explained that the entire Circle is not closed for the Relay for Life because there are not as many people coming and going all day long. This event would be different because officers are needed to ensure safety when people are crossing the road.

Mayor Bain asked if the Optimist Club is charging an entry fee and Mr. Vico clarified that there is a \$200.00 fee that covers a team of four cooks.

Vice Mayor Ator clarified that there is a \$200.00 entry fee and the meat is being donated. She asked what will be done with the meat once it is cooked.

Mr. Vico responded that the cooked meat will be sold to the public.

Councilman Lob asked if the local businesses are participating in the event.

Mr. Vico stated that there were some business commitments and those restaurants that participate will serve their prepared meat. They have a few sponsors that are providing in-kind donations and their names will appear on the T-shirts.

Councilman Espino asked for an estimate of the donations the Optimist Club had received, including the meat.

Mr. Vico responded that he did not know the cost of the meat, but the meat company is donating 120 slabs of ribs, 120 pounds of ground beef and 120 dozen chicken wings. The only other in-kind donation received is for the paper plates.

Councilman Best asked if the Harvest Moon restaurant is involved in the event because they normally have a good business on Saturday.

Mr. Silva clarified that he would be approaching Harvest Moon this week to see if they want to participate or make a donation.

Vice Mayor Ator commented that the event could attract hundreds of people to the Circle and that should positively impact the businesses.

Mayor Bain proposed helping with the Police service, portable toilets and trash containers; the other responsibilities should belong to the Optimist Club.

**Councilman Best moved to approve \$3,000 for the event for the Optimist Club. Vice Mayor Ator seconded the motion.**

Mayor Bain added the caveat that if the Optimist Club profits from the event that they should pay back some of the money to the City. He will not make it a condition; it is only a gentleman's agreement.

Mr. Silva agreed with the Mayor that they would try to give back money, if possible.

**The motion carried 5-0 on roll call vote.**

City Manager Borgmann asked for approval to serve beer and wine for the one-day event.

**Councilman Espino moved to approve the use of beer and wine on the Circle. Vice Mayor Ator seconded the motion, which carried 5-0 on roll call vote.**

#### **10G) Adopt-a-Park Program**

City Manager Borgmann stated that Bob Schwinger presented a proposal for an Adopt-a-Park Program at the last meeting and Council asked the Administration to look into the idea. The City of North Port, Florida in Sarasota County has a complete package that was found on the internet. He felt that this could easily be adaptable to Miami Springs if Council wishes to move forward.

**Councilman Espino moved to approve the Adopt-a-Park Program in concept. Councilman Best seconded the motion, which carried 5-0 on voice vote.**

**10H) South Royal Poinciana Boulevard – Trash Collection Program**

Item **pulled** by the Administration.

**11. Other Business:**

None.

**12. Reports & Recommendations:**

**12A) City Attorney**

None.

**12B) City Manager**

**Post, Buckley, Schuh & Jernigan**

City Manager Borgmann reported that he will meet with Staff and representatives from Post, Buckley, Schuh & Jernigan on Thursday, January 13<sup>th</sup> regarding the Basin 35 drainage progress. He will report back to Council on January 24<sup>th</sup>.

**Radar Signs**

City Manager Borgmann announced that the majority of the radar signs were received and installation will begin this week.

**CITT Funds**

City Manager Borgmann reported that the County has reached a compromise in regard to the distribution of the Citizen Independent Transportation Trust (CITT) funds to the municipalities. Even though it would mean a reduction for the City of Miami Springs it would take away the maintenance requirement completely, that would allow more flexibility on how the dollars are spent. The funding for transportation would be reduced from 20% to 10%, which is good for small cities.

**Martin Luther King, Jr. Day**

City Manager Borgmann announced that Martin Luther King, Jr. Day is a legal holiday and City Hall will be closed on Monday, January 17, 2011.

### **Relocation of Bus Bay**

City Manager Borgmann stated that the bus bay relocation from Canal Street to Nakohda Drive commenced and should be finished today.

### **Do it Yourself (DIY) Network**

City Manager Borgmann reported that the Do it Yourself (DIY) Network will be holding a show in Miami Springs in February, which is a one-day landscaping project that involves a driveway. The Administration will determine what work is planned and what permits are needed. He will provide more details later.

### **January 1<sup>st</sup> Event**

City Manager Borgmann received reports on the quality of the talent at the January 1<sup>st</sup> event. The police estimated that approximately 225 people attended.

### **Chamber Art Show**

City Manager Borgmann announced that the Chamber of Commerce Art Show is coming up on February 23, 2011 at the Miami Springs Golf and Country Club.

### **White Fly Infestation**

City Manager Borgmann said that the cold weather may have had a detrimental effect on the white fly infestation so it is unknown if the lady bugs that were released helped.

### **Daddy/Daughter Dinner**

City Manager Borgmann reminded everyone that the Daddy/Daughter Dinner is coming up on February 19<sup>th</sup> and those interested should contact Patti Bradley at the Community Center.

### **Little League and Girls Softball**

City Manager Borgmann announced that Little League Baseball and Girls' Softball signups are currently being held at the Community Center.

## **12C) City Council**

### **Westward Drive**

Councilman Lob took exception to the statements made about neglecting the people who signed the Westward Drive petition because Council had not made a single move to do anything.

Councilman Lob said that Council only asked to look into the possibility of doing something Downtown and no decision had been made. There have been numerous open meetings for people to express their opinions on the subject. He reiterated that he takes offense to the comment that Council does not listen to the people. He clarified that he did not count "For Lease" signs; he counted closed, empty stores or buildings with closed doors.

Councilman Lob said that in regard to the comment that was made about municipalities using stimulus funds, this Council did not budget those types of funds and the City is in a sound fiscal position.

Councilman Lob hopes that the people who signed the petition will come to speak to Council. He has not heard from anyone who is behind the petition process or anyone who has made comments in the newspaper about their feelings toward Downtown; they have not attended any of the meetings and their opinions are expressed after the fact when people are upset with the discussion. The citizens should know that Council is not doing anything to harm the City in any way, shape or form; Council is looking for ways to help the businesses.

Councilman Lob stated that more meetings are planned on Downtown revitalization any anyone with an opinion should be part of the discussion. He wants to make it clear that Council had not made any decisions.

Vice Mayor Ator added that there is a sense of fear and people do not understand because there is a lot of hearsay among the residents, which has been going on for years. It is helpful that the Council meetings can be viewed on the website.

### **Move Night**

Vice Mayor Ator announced that All Angels Movie Night will be held on Friday, January 21<sup>st</sup> with "Despicable Me" and "The Karate Kid".

### **Thank You**

Vice Mayor Ator thanked Councilman Lob for helping to resolve a problem with her internet on Christmas Eve.

### **Historic Preservation Board**

Vice Mayor Ator said that she had made an effort for the last two years to read the Historic Preservation Board minutes. She is careful to make sure that her appointee is not going beyond the bounds of Board's responsibilities. She will talk to her appointee and encourage other Council members to do the same.

### **Board of Adjustment Information**

Vice Mayor Ator said that the Board of Adjustment agenda included a case for a parking variance and it was not clear from the documents whether or not the intent is to add a second story for the restaurant. She encourages the City to make the information clear for the average citizen so that they know what it going on. She would like the City Manager to review the material received from the City Planner to ensure that it is reflective of what is being approved.

### **Happy New Year**

Vice Mayor Ator wished everyone a Happy New Year.

### **Westward Drive Petition**

Councilman Best spoke with a friend who read comments he made about the Westward Drive petition and that he mentioned it was all about politics. Council was elected to do a job and he feels that they have gone out of their way relative to the issue to include the community in more ways than one and it was disturbing to hear the number of addresses that were rattled off of businesses that signed the petition, which makes him wonder how the issue was presented before they signed the petition. Council tries to move forward together as a community and now that another election cycle is beginning the division is starting again. It would be in the best interest of the City to move forward together and he encourages everyone to do that.

### **Holidays**

Councilman Best reported that he traveled to New York for the holidays and there was thirty-two inches of snow.

### **Happy New Year**

Councilman Best wished everyone a very Happy and Healthy New Year.

### **Happy New Year**

Councilman Espino wished everyone a Happy New Year.

### **Westward Drive Issue**

Councilman Espino expressed the importance of educating the public on the Westward Drive issue. The burden is on the Ad-Hoc Committee to move forward.

### **Sidewalk Installation**

Councilman Espino received requests that Council consider adding two more sections of sidewalk on North Royal Poinciana Boulevard between Starling and Hammond Drive where the bike path ends. He would like an agenda item to discuss this possibility, utilizing Citizen Independent Transportation Trust (CITT) funds.

City Manager Borgmann responded that funding is not the issue. There are two more blocks south of that area that do not have a piece of sidewalk, which he mentioned to the Public Works Director. He is not sure about the possibility of installing a sidewalk because there is a wall and there is a deep run-off from the wall to the road, which could involve drainage.

### **“Heart and Soul” Music Event**

Councilman Espino attended the “Heart and Soul” music event and it was one of the best events ever hosted in the City. The quality of the performers was amazing and he purchased two CD’s from the main performer. He ate later in the evening at Harvest Moon, which was a treat.

### **Miami-Dade Legislative Committee**

Councilman Espino was asked to join the Miami-Dade County Legislative Committee, which he did. They are looking at Economic Development unfunded mandates and the Law Enforcement Trust Fund changes he proposed. He asked for Council to let him know if there are any legislative priorities they would like him to address.

### **NBC South Florida Today**

Councilman Espino announced that Tony Silva and Robert Vico will be appearing on NBC South Florida Today the morning of January 18<sup>th</sup> between 11:00 a.m. and Noon.

### **Tree Removal**

Mayor Bain referred to the issue raised by Chris Braden of 1220 Raven Avenue that has been ongoing for eight years. He asked to consider if the tree on the empty lot behind her house can be removed and the property owner can be charged.

### **North Royal Poinciana Lights**

Mayor Bain proposed installing a double timer for the bike path lights along North Royal Poinciana Boulevard so that they are turned off at midnight, since there had been complaints. He said that there are security lights across the street.

City Manager Borgmann added that as the lights burn out they could install bulbs with lower wattage.

### **Stafford Park Field**

Mayor Bain said that there is an area behind the third base on the large field on the south side of East Drive that could be used for a 10-and under soccer field and a couple of lights could be added for illumination. He suggested considering this as an agenda item for the Recreation Commission. This could also help the condition of the main field. He added that there is a light on the playground that is not lit.

### **Parking Garage**

Mayor Bain recommended that Council should ask the City Manager to prepare an RFP for a parking garage in order to have an idea of what it will cost so that it can be included in the plans for Downtown, and it could help with grant funding.

### **Westward Drive Petition**

Mayor Bain said that the residents need to be educated regarding the Charter amendment. He urged the residents to stay informed and suggested a Town Hall meeting at the Community Center. He would like transparency and for all arguments to be laid out. He suggested a date could be scheduled for a Saturday night at 6:30 p.m.

City Attorney Seiden recommended checking with Calvin, Giordano & Associates to see if they are prepared to give input and answer questions from the citizens.

Mayor Bain said that in his mind it is an issue of the verbiage because Calvin, Giordano is moving forward on N. W. 36<sup>th</sup> Street. They are not prepared to answer questions on Westward Drive.

Councilman Espino felt that there are consequences that could cripple City government.

Mayor Bain would like 200 people to attend the Town Hall meeting and for everyone to speak on the issue without the consultants present.

Councilman Lob said that the issue has nothing to do with Council moving forward; it deals with the decisions that were made, the decisions that have not been made and the fact of what something like this could do to the City.

Councilman Espino stated that it is not a coincidence that the issue is being raised now; it is political posturing for many of them and some are taking this to an art form during this election cycle.

Councilman Lob said that the Westward Drive Charter amendment would hurt the City and that is the reason that Amendment 4 did not pass.

Attorney Seiden reminded the Mayor that it would be difficult to record a meeting at the Rebeca Sosa Theatre.

Mayor Bain would like to check with Ralph Wakefield to determine the logistics for sound and recording a meeting in the Rebeca Sosa Theatre. He suggested scheduling an agenda item for the January 24<sup>th</sup> meeting to schedule a Town Hall meeting.

### **Happy New Year**

Mayor Bain wished everyone a Happy New Year.

### **13. Adjourn.**

There being no further business to be discussed the meeting was adjourned at 10:35 p.m.

---

Billy Bain  
Mayor

### **ATTEST:**

---

Magali Valls, CMC  
City Clerk

Approved during meeting of: \_\_\_\_

Transcription assistance provided by Suzanne S. Hitaffer.





**CITY OF MIAMI SPRINGS, FLORIDA**

The **Architectural Review Board** met in Regular Session at 7:00 p.m., on January 5, 2011 in the Council Chambers at City Hall.

**1) Call to Order/Roll Call**

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

Present were: Chairman Mark A. Trowbridge  
Vice Chair Kathy Fleischman (arrived at 7:30 p.m.)\*  
Bob Calvert  
Juan A. Calvo  
Rogerio Plasencia

Also present: Board Secretary Lina Bryon  
Council Liaison Jennifer Ator

\*\*\*\*\*  
Chairman Trowbridge congratulated Board member Calvert for the recognition of his service to the City of Miami Springs by the City Council on December 13, 2010 and the designation of "Bob Calvert Day".  
\*\*\*\*\*

**2) Approval of Minutes: December 1, 2010**

**Board member Plasencia moved to approve the minutes as amended. Board member Calvo seconded the motion which was carried unanimously on voice vote.**

**3) Old Business:**

**A) Scope of work of Consultants Calvin, Giordano and Associates/Proposed Presentation to the Architectural Review Board**

The Chairman stated that he invited Vice Mayor Jennifer Ator to come tonight and comment about the desire of the Board to meet with a representative of the consultant firm Calvin, Giordano and Associates.

Mr. Trowbridge thought that the work the Consultants are doing has an impact on the work that the Architectural Review Board had done and possibly some of the other advisory boards. He suggested that maybe the Consultants could make a presentation to several boards; this could be a compromise, because the Architectural Review Board has some questions for them.

Board member Plasencia replied that he does not have a specific question, but when the consultants are making proposals to the City Council that have something to do with the design of any component of the City, somehow it should be reviewed by the Architectural Review Board in order to be able to give an opinion that would go back to the Council.

Chairman Trowbridge agreed with Mr. Plasencia that the Architectural Review Board could react to the Consultant's proposals, which could even affect the signage.

Board member Plasencia explained that Board member Calvo had brought it up in the past that it would be a good idea for the Architectural Review Board to be involved with all issues that have anything to do with aesthetics, urban planning, lighting, signage, etc.

Chairman Trowbridge recalled what happened with the new Recreation Center because the Architectural Review Board did not participate in the project, even though the Board was active at that time. There is still some clarification to be made as to the specific role of this Board.

The Chairman said that the Board had discussed writing a letter to the City Council at the last meeting and the letter could explain that the Board would like to be a part of the process.

Board member Plasencia expressed his concern about the approval of the Signage Proposal Presentation that they made before the Council.

The Chairman asked the Board members about the contract between the Consulting firm and the City of Miami Springs and if there was anything that should be discussed. He suggested that the members could review the contract to see if there are any points that are of interest that could be added to the Board's request to Council.

Board member Calvo said that the contract had been finalized and the question now is how the Board can fit in and be useful in the process.

Chairman Trowbridge welcomed Board Liaison Ator and explained that the Board was crafting the language that will be used to write a letter to the Council to let them know that the Architectural Review Board would like to be useful in the revitalization process with the Consultants.

Board Liaison Ator said that it is a very gracious offer for the Architectural Review Board to spend some time with Calvin, Giordano and Associates. She said that the Council voted to have a Committee to work with the Consultants, but she is not sure that it is totally defined yet. They are planning on having meetings and those meetings will be noticed. She said that the Architectural Review Board is welcome to attend and share their ideas, as long as the meeting is noticed.

Chairman Trowbridge reiterated that maybe two or three Boards could be potentially impacted by the work of the Consultants and they could all meet together with proper notice.

Board Liaison Ator explained that the limitation that was suggested really came from the Clerk's Office in the recording of the comments of the people who speak. It becomes challenging for the Clerk's Office to record the meeting outside of the Chambers as they are required to do. Those are not things that cannot be overcome, so the Clerk's Office is ready to do just about anything because they are so willing to work with Council. If the Architectural Review Board decides they want to notice their meeting with the Consultants and the Ad-Hoc Committee they could do that.

Chairman Trowbridge recognized that the scope of the Architectural Review Board is undefined in the ordinance and they are going through the process of finding things they could be useful for. They felt that they could have been involved with the Community Center and other projects. He said that the process could be like a germination of the Board and suggested that some of the staff of the City and some of the elected officials probably do not know how to utilize the Architectural Review Board, although the Vice Mayor has a better idea.

Board Liaison Ator explained how the Council retained the Consulting firm. She said that it was a global retainer and Calvin, Giordano & Associates presented separate scopes of work and then Council negotiated the best price for the individual projects, which they could pick and choose from. She recognized that the economy is so bad that the Consultants were willing to work with Council under these conditions, which was wonderful for the City, although some of the recommendations crossed over a lot of the work that the Architectural Review Board had done.

Board Liaison Ator commented that there was a lot of push back from the Council because they told the Consultants that there were well respected and qualified people who had worked hard and that work should not be redone. There were three different proposals; one was approved and the other two were sent back.

Vice Mayor Ator emphasized that Council discussed the work that the Architectural Review Board had done and they have a lot of respect and appreciation for the members.

Board member Plasencia asked if the three different proposals of the Consultants were about design.

Board Liaison Ator replied that there were three proposals from Calvin Giordano & Associates and one included signage, street lamps and many items related to Downtown that encompassed a broad scope. Another proposal was for rewriting the Code, which Council approved. After Calvin, Giordano & Associates were hired they came back with their recommendations for how to proceed based on input from the community. She explained that Council really wants a color palette because there is an opportunity for grant funds for painting buildings Downtown, although the color palette that was approved cannot be found. She recognized that this is an immediate need.

Chairman Trowbridge said that the next agenda item deals with the style guide, which was brought up by Board member Plasencia at a previous meeting. This is the next process for the Architectural Review Board and perhaps they could meet with the consultants in order to be as helpful as possible.

Board member Plasencia stated that it would be natural for the Architectural Review Board to review the design plans and proposals.

Board Liaison Ator explained that she does not oppose Mr. Plasencia's suggestion, but there was a question as to whether or not another committee was needed. There were many business owners who wanted the committee and to give their input. She felt that it was important for those people who wanted to be involved to have a voice and after some compromise, the vote to establish an Ad-Hoc committee passed by a 3-2 vote of Council. The opposing Council members felt that another committee would slow down the process and that people wishing to express their opinions should bring them to Council.

Chairman Trowbridge reiterated that the Architectural Review Board would like to be useful in any way possible and that it could help to flush out the long-term role of the Board.

Board Liaison Ator said that Calvin, Giordano & Associates have an impressive office in Broward County and that it might be possible for the Architectural Review Board members to introduce themselves independently or have the City Clerk set up an appointment with them.

Board member Calvert was under the impression that the Architectural Review Board members wanted to have more input and responsibility. The ordinance clarifies that the Board was created to review, discuss and make recommendations in an advisory capacity to the City Council in all matters related to architectural and design ordinances, issues and policies of the City.

Board Liaison Ator explained the functions of the various advisory boards and she cited the Education Advisory Board as a board that makes very comprehensive recommendations that are considered and approved by Council. She felt that there are ways that the Architectural Review Board can use their role to their advantage, although there might not be a way to give them more authority.

Chairman Trowbridge said that the Architectural Review Board would like an expanded role, not more power, so that they can be more proactive.

Board Liaison Ator clarified that this Council wanted the advisory boards to play a more active role in their decision making.

Board member Plasencia said that the Architectural Review Board must meet together in public to discuss Calvin, Giordano's recommendations, which would lengthen the process. As an architect, he knows that the most important process is the design, which takes time.

Board Liaison Ator explained her role as a Council member and that she had always been an advocate for giving people a voice and not rushing to judgment.

The Chairman stated that the Architectural Review Board members do not want to slow down the process; they want to be a resource in the process. He recognized that they would like to be engaged and involved within the timeframe, which might require them to attend the Council meetings when the discussions are taking place so that they can speak to an issue.

Board Liaison Ator explained that everyone is welcome to speak during Open Forum or they can speak about a specific agenda item. The Council agendas and back-up documents are posted on the website and it is now more user-friendly.

Board member Calvo asked if there is a way for the Architectural Review Board to work with the City on small projects, such as the painting of the building at the tennis center, which was painted in a glossy primary green. He felt that it would take minimal time for the Board to help in the decision making process. Even though this is a minor incident, they all add up to a beautiful City.

Board member Plasencia added that there must be a unified vision for the City. The funds are being spent on various projects, such as the lights on Royal Poinciana that look unprofessional.

Further discussion ensued about the bike path lighting design and how the Architectural Review Board could have helped with that process.

Board Liaison Ator explained that the advisory board minutes are presented to Council for information and when they include recommendations they are placed on the Council agenda for consideration. She will ask for the recommendations of the Architectural Review Board to be placed on the agenda. She added that it would be helpful for the board members to attend the meeting or to simply ask to be placed on the next agenda for January 24<sup>th</sup>.

Chairman Trowbridge outlined the following issues that the Board members wanted to discuss with Council:

- Define and expand the role of the Architectural Review Board
- Approve the Architectural Review Board's involvement with the Consultant
- Involve the Architectural Review Board in the Style Guide for the City
- Assist with existing projects under consideration
- Assist with the design at the Golf and Country Club

**Vice Chair Fleischman moved to recommend the five items as stated by the Chairman. Board member Calvo seconded the motion.**

Discussion ensued about the availability of the members to attend an upcoming Council meeting and they agreed on January 24<sup>th</sup>.

**The motion carried unanimously on voice vote.**

#### **B) Style Guide Next Steps**

The Board members asked to be involved in the Style Guide for the City together with Calvin, Giordano & Associates.

#### **C) Contents of the Letter to the City Council**

In regard to this item, Chairman Trowbridge said that the Board would forego writing a formal letter because the recommendations will be included in the minutes and the Board Liaison will assist in scheduling an agenda item.

#### **4) New Business:**

##### **A) Role of an Architectural Review Board in other Municipalities**

Chairman Trowbridge stated that there was discussion at the last meeting regarding the role of Architectural Review Boards in other municipalities. He said that it might be beneficial to work on this research in anticipation of questions that might arise at the Council Meeting on January 24<sup>th</sup>.

Vice Chair Fleischman asked if the City of Delray Beach has an Architectural Review Board because there is historic architecture in their town.

Board member Plasencia responded that he did not know if Delray Beach had such a board.

Chairman Trowbridge clarified that any city could have an Architectural Review Board; in the City of Coral Gables they address both residential and commercial properties.

Board member Plasencia said that if Council has the discipline to include the Architectural Review Board in the five issues that were raised and if the Architectural Review Board has the discipline to be more involved, things will get done.

Vice Chair Fleischman felt that the City Manager or Assistant City Manager could take into consideration the Architectural Review Board's expertise when dealing with specific projects.

Board Liaison Ator welcomed the Board members to express their opinions during Open Forum at the Council meetings, including the ugly color of the building at the tennis courts.

Board member Plasencia said that the color of the building would be used as an example.

Chairman Trowbridge agreed that the color of the building would be used to emphasize the Board's willingness to help.

Chairman Trowbridge asked the Board members to research the duties of review boards in other municipalities.

Further discussion ensued regarding the duties and responsibilities of Architectural Review Boards.

Board member Plasencia stated that the point is that the Architectural Review Board is not being used as outlined in the Code of Ordinances; the recommendations are written as part of the record, but they are not legally binding.

Board member Calvert said that Council can always send recommendations through the Architectural Review Board before making a decision.

Vice Chair Fleischmann was of the opinion that up until now no one had considered reaching out to the Architectural Review Board. She would like Council to use the Board's pool of expertise in the best interest of the City.

Chairman Trowbridge explained that the Board works at the direction of the City Council and he would emphasize to Council that they should exercise that option, as outlined in Section G (2) of the Code of Ordinances.

Chairman Trowbridge asked the Board Secretary to copy the Code of Ordinance related to the duties of the Architectural Review Board for distribution to the members.

5) **Adjournment**

**Board member Calvert moved to adjourn. Vice Chair Fleischman seconded the motion which was carried unanimously on voice vote.**

There was no further business to be discussed and the meeting was adjourned at 8:25 p.m.

Respectfully Submitted,

Lina Bryon  
Clerk of the Board

Approved as \_\_\_\_\_ during meeting of: \_\_\_\_\_

Transcribed from tape by S. Hitaffer

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".*  
\*\*\*\*\*





DRAFT

## ***CITY OF MIAMI SPRINGS, FLORIDA***

The **Recreation Commission** met in Regular Session at 7:00 p.m., on Wednesday, January 12, 2011 in the Council Chambers at City Hall.

### **1) Call to Order/Roll Call**

The meeting was called to order at: 7:05 p.m.

The following were present: Chairman John Shapiro  
Vice Chair Clark Rinehart  
Board member Santin  
Board member Tilman (arrived at 7:12 p.m.)\*

Absent: Board Member Kondy

Also present: Assistant City Manager Ron Gorland  
Board Secretary Lina Bryon

### **2) Approval of Minutes**

Minutes of the May 11, 2010 meeting were approved **as written**.

**Vice Chair Rinehart moved to approve the minutes. Chairman Shapiro seconded the motion which was carried unanimously on voice vote.**

### **3) Old Business:**

Chairman Shapiro stated that the agenda indicates there is no old business to discuss, but he would like an update on the lighting, since he saw notification that Miami Springs qualified for a grant.

Assistant City Manager Gorland said that initially the City received an affirmative response about qualifying for a grant, but the final decision was that the City did not qualify. He explained that the City appealed the decision, which was based on a point system and the grantor rearranged the order of the recipients and the City did not qualify.

Assistant City Manager Gorland noted that when the meeting advances to "Other Business" he will explain the plans.

**4) New Business:**

**A) Creation of a "Wall of Fame" at the Community Center**

Assistant City Manager Gorland stated that the creation of a "Wall of Fame" at the new Community Center was a request from the Council to the Board.

Assistant City Manager Gorland informed the Board that Council approved \$32,000 for an 8-foot fence around Stafford Park. The idea is to preserve the fields so that they are in better condition for soccer. The only disadvantage is that the field will be locked, which takes away the use of the park by the residents. He added that there are plans to improve a grassy area off South Royal Poinciana Boulevard on Lee Drive that can be used for soccer, although it will not have lights. City Manager Gorland recognized that this is part of a long-term recreation plan conceived by the City Manager that they are reviewing and hope to get estimates before bringing it to Council and the Recreation Commission.

Chairman Shapiro asked if this park belongs to the City of Miami Springs and City Manager Gorland responded affirmatively.

The Assistant City Manager explained that at one point there was some serious interest in putting artificial turf at Stafford Park and the estimate was about a million dollars, which was cost prohibitive and it would not be appropriate for the softball and baseball field. This also included some elevation and laser grading. He added that in the next budget consideration will be given to a laser grade field at Stafford Park for soccer, but the City does not own that property.

Chairman Shapiro said that he heard rumors that public schools were looking to put a football field at Stafford Park.

Assistant City Manager Gorland said that Miami-Dade County Public Schools probably does not have the funding for a football field, but if they were considering it at one point, they might consider it again.

Board member Santin said that the City has no control over Stafford Park because it does not own the property, although he assumes there are some limitations as to what can be done in the neighborhood.

Assistant City Manager Gorland stated that Stafford Park could be taken away with 90-day notice. He added that the site has a vita-track, a new concession stand and restrooms, a storage area, baseball and softball diamonds, two soccer fields and a tot-lot. In addition, this is one of the only sites where the proposed skate park could be built.

Board member Santin asked the Assistant City Manager for details about the “Wall of Fame”.

\*Board member Tilman arrived at this time.

City Manager Gorland replied that the Mayor brought up the idea for a “Wall of Fame” approximately two months ago. The Mayor would like for the Board to develop a process for recommending individuals to include on the Wall, along with the criteria that will be endorsed by Council.

Chairman Shapiro asked if there is supposed to be a joint meeting with the Memorial Committee, as mentioned by the City Attorney. He said that deceased individuals would fall under the purview of the Memorial Committee.

Assistant City Manager Gorland replied that the City Attorney suggested reviewing the criteria of the Memorial Committee. He did not recall the direction to have the Memorial Committee consider deceased individuals. If the person being considered for the “Wall of Fame” is deceased, it would follow the same process for a person that is alive; being deceased would not be a requirement.

Chairman Shapiro noted that he has the criteria for the Memorial Committee and offered to scan it for distribution to the other Board members.

Assistant City Manager Gorland was surprised that the Board members do not have the information about the Memorial Committee and asked the Secretary to send it to all of them. He felt that more individuals would qualify for the “Wall of Fame” than the Memorial Committee could ever endorse.

Chairman Shapiro explained that the criteria set by the Memorial Committee is very stringent.

Board member Santin said that the main idea for the “Wall of Fame” is for people who actually contributed to recreational programs in the City.

Assistant City Manager Gorland explained that the direction from Council was for the Recreation Commission to develop a criteria used in the process for recommending individuals, so that any resident could introduce someone for consideration. He added that there are many people who are deserving of recognition on the “Wall of Fame”, including Tony Bray who was outstanding in the sports programs.

Chairman Shapiro suggested that after the Board members receive the information from the Secretary they could send e-mails amongst themselves.

Board member Tilman asked if it would be appropriate to read the Memorial Committee criteria, draft new language and forward it to Chairman Shapiro.

Chairman Shapiro agreed and said that he would forward the correspondence to Councilman Bob Best.

Board member Tilman said that she does not want to violate the Sunshine Law.

Chairman Shapiro replied that this is not a violation of the Sunshine Law.

Assistant City Manager Gorland explained that the Board members cannot talk or communicate with each other by any form, about something that is going to be voted on.

Chairman Shapiro replied that they are not being asked to vote on the criteria; they are being asked to create something to submit. He explained that it would be a group effort based on the ideas of all the Board members.

Assistant City Manager Gorland stated that he does not see any problem as long as they do not discuss it with people that they are recommending for the "Wall of Fame". He offered to double check with the City Attorney.

Board member Tilman suggested that the appropriate process would be to prepare a draft for the criteria that could be discussed and approved at the next Recreation Commission meeting that could then be sent to Council.

Chairman Shapiro thanked the Assistant City Manager for his help in this matter.

Vice Chair Rinehart asked if there is a specific place in the building for the "Wall of Fame". He asked if the recognition would be a plaque or a painting.

Assistant City Manager Gorland replied that it is up to the Board to select a location and set the criteria for the "Wall of Fame".

Vice Chair Rinehart added that they would need to know the size of the wall in order to know what could be placed on it.

Chairman Shapiro remarked that hopefully the "Wall of Fame" would allow the program to go on for another fifty years. He said that the Memorial Committee used to approve individual memorials throughout the City and in the last couple of years the late Jack Odin came up with the idea for one memorial stand on the first block of Curtiss Parkway that holds several names.

#### **5) Other Business:**

Board member Santin said that the Assistant City Manager eluded to a situation that he believes will get worse at East Drive Park. He knows that Mayor Bain and Mayor Deno visited the area mentioned by City Manager Gorland to see what it can be utilized for and it is large enough to use for practice or small soccer games.

Board member Santin explained that the youth programs are getting bigger, especially football and there could be a major problem in the coming years. He explained that the situation is going to get more difficult and he would like to explore other options, including flexible lighting.

Assistant City Manager Gorland explained that Peavy Field at Dove Avenue Park was designed to have two full fields, or maybe three youth fields for soccer. The fields tie together and during that part of the season they can be widened by moving the second layer of the movable fence out. He said that there is a lot of room at that location.

In addition, there are plans to add a youth soccer field at the south end of Stafford Park between the playground and the fence, according to City Manager Gorland. He informed the Board that the fields at the Middle School are available for the City's use. It might be a possibility to improve those fields to allow play.

Chairman Shapiro inquired if the Virginia Gardens' field would be open for the entire soccer season. He commented that it is a joint soccer program between Virginia Gardens and Miami Springs.

Board member Santin responded that Virginia Gardens also closes their field for maintenance. He knows that the fence at Stafford Park will take care of the field and make it safer for the youth programs, but at the same time it limits the use of the field by citizens of the community. He said that it is very expensive to re-sod and there must be a resting period or it is a waste of money. Mr. Santin said that Virginia Gardens is very meticulous about maintaining their field, which is important.

Further discussion ensued about available playing fields and the growing sports programs.

Assistant City Manager Gorland recognized that another solution to all the problems could come from the 218 acres of the Golf Course. He said that a good municipal golf course is usually 100 acres with a driving range of 10 to 15 acres. City Manager Gorland explained that the Golf Course could be laid out to allow fifty acres for fields, including parking and still accommodate golf.

Chairman Shapiro replied that it is not necessary to carve out the Golf Course because there are areas along Curtiss Parkway.

City Manager Gorland replied that the problem with not laying the course out properly is that people can get hit with golf balls, which is already a problem on Eldron Drive. A long-term solution would be to lay out eighteen holes at the Golf Course in a typical fashion.

Vice Chair Rinehart added that there is a possibility of installing tennis courts at the Golf Course.

Assistant City Manager Gorland agreed that 50 acres would solve a lot of problems, although it is not much space when considering fields, park space and parking.

Board member Tilman stated that there would be an associated cost for re-designing the Golf Course and physically complete the work. She asked if Council had ever received a proposal.

Assistant City Manager Gorland responded that Council never received a proposal; there were discussions with experts in the field that estimated it would cost approximately \$6MM to redo the Golf Course, not including the field improvements.

To answer Board member Tilman's question, City Manager Gorland estimated that artificial turf would cost around \$1MM based on an estimate from the City of Doral. He offered to obtain more information.

Board member Tilman pointed out that there are different varieties of artificial turf, which she has seen at different parks. She can make some inquiries to find out the cost.

Assistant City Manager Gorland recognized that Recreation Director Omar Luna will have better answers. He clarified for the record that he is not advocating taking apart the Golf Course, since he grew up here on the Golf Course, but at the same time land is very valuable and so few residents use the Golf Course.

Further discussion ensued about the durability of artificial turf compared to real grass and whether or not the investment in artificial turf would pay for itself over time.

Board member Santin asked if the City would have to pay to use the public school fields.

Assistant Manager Gorland responded that the City is welcome to use the school fields and sometimes they ask for assistance in lining the fields for their programs.

Board member Tilman said that the public schools are funded by tax dollars and using those fields should be considered before utilizing the Golf Course.

Assistant City Manager Gorland emphasized that lighting the school fields would be a problem because the schools would utilize the fields for other programs, including football and the City would have limited use. He added that residents are concerned that the lights would generate activity at night and they will not agree to installing lights.

Additional discussion ensued regarding options for lighting the fields, including portable lighting.

Board member Santin asked how the Recreation Commission could move forward to make sure that the problem with the fields is addressed in preparation for next year.

Assistant City Manager Gorland replied that this is an advisory board to Council that has the authority to promote ideas to them.

Chairman Shapiro said that normally this time of year all the local athletic clubs and organizations get together to plan for field scheduling, which is the time to bring up ideas for other potential fields, at least for practices.

Board member Santin recognized that sometimes the process is so complicated and the sports representatives should take the initiative and suggest that Council make a move.

Board member Tilman asked what will be the appropriate venue and whether or not the Recreation Commission should suggest that Recreation Director Omar Luna schedule a meeting with all the sports teams.

Assistant City Manager Gorland clarified that it is standard practice to meet every year.

Board member Tilman asked what the Board should do to move this forward to include the Middle School.

Assistant City Manager Gorland replied that the Middle School is already an option that was approved by the school.

Board member Tilman asked if the Recreation Commission has the ability to send a letter advising the teams that the Middle School is available and to consider this when scheduling field times.

Assistant City Manager Gorland said that the teams were advised this season that the Middle School was available, but the suggestion was not popular.

Board member Santin explained that the field at the Middle School has problems and that is something Council could address. He suggested that Recreation Director Omar Luna could explore the cost to improve the field and make it safe to utilize. Another option to consider is the use of portable lights that would attract people to go there.

Assistant Manager Gorland said that the portable lights are very expensive and difficult to secure.

Board member Santin said that the rent for the portable lights is \$200 a month.

Assistant City Manager Gorland advised the Board that they should propose their ideas to Council. He recognized that the main problem with the fields is that they do not have enough rest because they are used for other recreation programs and groups. Some programs would have to be closed to allow enough rest.

Vice Chair Rinehart asked about utilizing the area along Dove and Quail under the power lines and who the City could contact about leasing the property that could be improved for a soccer and football field with parking around the perimeter.

Assistant City Manager Gorland said that he does not know if that the City would be allowed to hold organized programs under the power lines.

Vice Chair Rinehart asked if a motion could be made to find out about the cost of improving that area.

Assistant City Manager Gorland said that burying the power lines is too expensive.

Vice Chair Rinehart said that without burying the power lines, this is something that could be done now to relieve the other fields. The City cannot afford \$6MM to redo the Golf Course, but it might be able to spend \$150,000 or \$200,000 to improve the property with drainage and parking.

Board member Tilman suggested investing that same amount of money to improve the field at the Middle School, which would face less resistance from the residents. She did not feel that it would be a problem to improve a field that is used by the children, even though the property does not belong to Miami Springs.

Chairman Shapiro acknowledged that the City has a working relationship with the School Board. He recommended formalizing an agreement with the Middle School.

Board member Santin suggested that a motion could be made to recommend that Omar Luna explore options and determine what it would cost to improve the Middle School field.

Assistant City Manager Gorland said that technically the Board has to make a motion and send it to Council, but this is something that the Administration could do anyway.

Chairman Shapiro recommended asking for Council's authorization to investigate the feasibility of utilizing Miami Springs Middle School's property in a manner for public recreation.

Assistant City Manager Gorland said that the City already has authorization to use the Middle School and the motion should ask to look at developing the field. He said that the Administration could go ahead and do this without a motion; this would be the first step and they would provide the numbers..

Assistant City Manager Gorland explained that the area could be plotted by going to Google Earth, which will show the size of the area in order to be able to determine the cost of developing the field. He asked the Board if they recommend doing the same thing with Springview Elementary.

Chairman Shapiro answered affirmatively, but that Springview would be more difficult to sell because it is in a residential area. The Middle School also has access to the concession stand and restrooms at Stafford Park, which they do not have at Springview.

Board member Tilman agreed that the Middle School is a logical location.

Board member Santin wanted to make a note for Omar Luna in reference to the field maintenance on East Drive even though it is going to be relieved with a fence. He recognized that his concern is with the sprinklers when it rains because they do not turn off and it makes the field dangerous to play on.

Assistant City Manager Gorland stated that they have reduced the amount of watering. When it comes to field maintenance, he said that Sandy Pell is a resource and she reports to Recreation Director Omar Luna.

Chairman Shapiro agreed and reiterated that this area does not drain well.

Assistant City Manager Gorland said that because of the ways that the fields were laid out and with no rest time, there is an area in front of the goals that becomes worse and more dangerous. He pointed out that the fields have to be relined and the goals must be shifted. The Police have been doing a good job about chasing people off those fields Sunday mornings and some evenings.

Board member Santin said that the key is creating another space at the school that would allow the rotation of the fields.

The Assistant City Manager agreed it would be better to use the Middle School and completely lock off Stafford Park to let the field rest. He added that they are adding a youth field outside of the fenced area and lights will be installed by the vita-track.

Assistant City Manager Gorland reported that the City is working hard to install a diving board at the swimming pool. He explained that the former diving board is not satisfactory for a low dive; it has been engineered and will cost somewhere around \$20,000 when it is finished.

Board member Tilman advised the Board about a recent problem at the pool with the probes that control the chlorine and the pool sensors because it is an automated system. Last week there were some problems with filling and draining the pool and she wonders if there is some way to turn off the system.

The Assistant City Manager stated that he was not aware there was a problem with the pool last week.

Board member Tilman said that her daughter brought it to her attention that in the winter time the Miami Springs' residents are not using the pool as much as they could. She thinks that the programming of the pool is not very well directed.

Assistant City Manager Gorland said the City is promoting use of the pool with deals for memberships.

Ms. Tilman asked how the City is communicating this information to the residents since they no longer receive water bills.

Assistant City Manager Gorland stated that the information is spread through the use of the marquis, banners, mailers to the schools, articles in the Gazette, the City website, flyers and door hangers.

Board member Tilman suggested the use of inserts in the monthly Gazette that goes to all residents. She said that residents might not be aware that the pool is open all year round and the City is paying to heat it.

Chairman Shapiro explained that the insert in the Gazette could also promote the Golf Course, the Gym, and all the facilities of the Recreation Center.

Board member Santin also expressed his ideas for informing the community through an activities magazine or news letter.

Assistant City Manager Gorland said that small clinics help to promote the Golf Course. He said that the City is trying to get the word out to the schools. He added that they are trying to spread the message that Community Center is for all ages and all types of activities. He agreed to try the flyers and test the results.

Assistant City Manager Gorland explained that the City is currently working with professionals to promote the City and its facilities. He stressed the importance of raising the tax base and attracting investors to N. W. 36<sup>th</sup> Street.

Board member Tilman said that the lights on the bike path are lovely and make her neighborhood feel more secure.

The Assistant City Manager said that there is a lot of work to do and he will get back to the Board. The fields are definitely a priority.

Assistant City Manager Gorland reported that the City will begin selling bricks very soon that will be placed in front of the Community Center. The funds that are raised will go toward youth sports. The bricks can be laser etched, which is permanent and they will look nice.

Vice Chair Shapiro noted that the next meeting is scheduled for Tuesday, February 8<sup>th</sup>.

6) Adjournment

**Board member Rinehart moved to adjourn. Board member Santin seconded the motion which was carried unanimously on voice vote.**

The meeting was duly adjourned at 8:22 p.m.

Respectfully Submitted,

Lina Bryon  
Clerk of the Board

Transcribed from tape by S. Hitaffer.

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*

*Board of Parks and Parkways*

**CANCELLATION NOTICE**

The Board of Parks and Parkways Regular Meeting of Thursday, January 13, 2011 has been canceled in advance.

A handwritten signature in cursive script, reading "Allene M. Paz", is written over a horizontal line.

Allene M. Paz  
Secretary to the Board

cc: Mayor and Council  
City Manager  
Assistant City Manager  
Board of Parks and Parkways Members  
Board Secretary  
Post

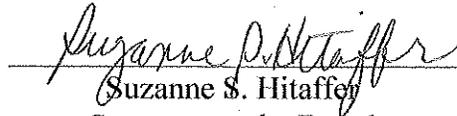




*City of Miami Springs, Florida*

**CANCELLATION NOTICE**

The Historic Preservation Board Regular Meeting of Thursday, January 20, 2011 was canceled in advance.

  
Suzanne S. Hitaffer  
Secretary to the Board

cc: Historic Preservation Board Members  
Mayor and Council  
City Manager  
City Attorney  
City Clerk  
Post

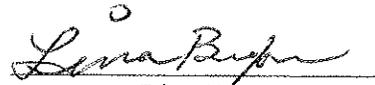




## *Zoning and Planning Board*

### *Cancellation Notice*

The Zoning and Planning Board meeting of Monday, February 7, 2011 has been canceled in advance.

  
Lina Bryon  
Board Secretary

cc: City Council  
City Manager  
City Attorney  
City Planner  
City Clerk  
Zoning and Planning Board Members  
Post



# CITY OF MIAMI SPRINGS



Police Department  
201 Westward Drive  
Miami Springs, FL 33166-5289  
Phone: (305)887-1444  
Fax: (305) 884-2384

TO: Honorable Mayor Bain and Members of the City Council

VIA: James R. Borgmann, City Manager

FROM: Peter G. Baan, Chief of Police

DATE: January 10, 2011

SUBJECT: Recommendation that Council Approve a bid to Alan Jay Toyota, Scion, utilizing Florida Sheriffs Association Bid Award Announcement #10-18-0907 in the amount of \$51,852.00, pursuant to Section §31.11 (E)(5) of the City Code and \$741.10 to Communications International, Inc. as Provided in Section §31.11 (C) (1) of the City Code.

REASON: Purchase two (2) new 2011 Toyota Prius hybrid sedans as undercover vehicles and required police equipment. See attached documentation; Memorandum from Chief P. Baan, FSA Bid Award Announcement #10-18-0907, Alan Jay Toyota's quote and vehicle specifications, Quote Number QTE1100010 from Communications International, Inc.

COST: \$52,593.10

FUNDING: Law Enforcement Trust Fund, Account 650-2010-521.65-00 \$51,852.00  
Law Enforcement Trust Fund, Account 650-2010-521.52-00 \$ 741.00

This expenditure and the program that it will fund will comply with the provisions of Florida State Statute 932.7055(4)(a & b).

Procurement approval: 

Agenda Item No.

City Council Meeting of:

1-24-2011 



Miami Springs  
Police Department

Memorandum

**To:** James R. Borgmann, City Manager  
**From:** Peter G. Baan, Chief of Police  
**Subject:** Unmarked Hybrid Vehicle Purchase  
**Date:** 01/10/2011

A handwritten signature in black ink, appearing to read "Peter G. Baan".

Currently, the Miami Springs Police Department utilizes 2 full-size unmarked Ford sedans as administrative vehicles. These vehicles, although reliable and durable, do not serve well as undercover or surveillance vehicles when needed for that function. They are readily recognizable as police vehicles due to their make and model. Additionally, these vehicles get poor fuel mileage when compared to other vehicles currently on the market.

Investigative, surveillance and pro-active crime prevention operations frequently dictate the need for additional undercover vehicles. In order to address this need, I propose the purchase of two hybrid vehicles to add to the current Police fleet. Deploying these vehicles would significantly reduce fuel costs and contribute in the effort to clean up the environment. The decommissioned vehicles can be offered to other City departments or auctioned off.

The vehicle that I recommend for this purpose is the Toyota Prius. The Prius is highly rated in both performance and reliability and comes with an 8 year factory warranty on the hybrid components. These vehicles are available for purchase under Florida Sheriffs Association Bid Award # 10-18-0907. Because of the additional capabilities and utilization these vehicles provide, funding for this proposal is available from the Law Enforcement Trust Fund. I recommend that this item be placed on the next regular City Council Meeting Agenda for approval.

The cost of this proposal is as follows:

**Vehicles:**

2 – 2011 Toyota Prius sedans @ \$21,835.00 each	\$43,670.00
2 – Temporary tag charge @ \$25.00 each	\$50.00

2 – Platinum 6yr/100K \$0 Ded. Warranty @ \$1,756.00 each \$3,512.00

**Equipment:**

Concealed emergency lights, concealed siren and speaker	2 @ \$2,011.00 each	\$4,022.00
Carpet mat set	2 @ \$299.00 each	\$598.00

**Equipment Installation (including police radios):**

2 @ \$370.55 each \$741.10

**Total Program Cost: \$52,593.10**

2011 HYBRID 4-DOOR ADMINISTRATIVE VEHICLE (SPEC. #7) PURCHASE  
(FSA) Bid Award Announcement #10-18-0907  
CITY OF MIAMI SPRINGS POLICE FIN:GH408

**PURCHASER:** City of Miami Springs Police Department  
201 Westward Dr.  
Miami Springs, FL 33166

Contact: Lieutenant Randy Walker  
PH: 305-887-1444 FAX: 305-884-2384

**BID** Florida Sheriff's Association  
**COORD.:** P.O. Box 12519  
Tallahassee, FL 32317-2519

Contact: Lynn Meek, Vehicle Bid Coordinator  
PH: 850-877-2165 FAX: 850-878-8665

**VENDOR:** Alan Jay Toyota, Scion  
P.O. Box 9200  
Sebring, Fl. 33871

Contact: Chris Wilson chris.wilson@alanjay.com  
PH: 863-402-4234 Cell: 863-381-3411  
Fax: 863-402-4221

**VEHICLE:** 2011 Toyota Prius (1223)  
Exterior Color:  
Interior Color:

**BASE PRICE:** \$21,835.00

**Order Code: OPTIONS:**

PV40	Carpet Mat Set. . . . .	\$ 299.00
TEMP	Temporary Tag. . . . .	\$ 25.00
WAVP	Whelen:Administrative Vehicle Package LED Lighting to be Red & Blue. . . . .	\$2,011.00
PL6100	Platinum 6yr/100K \$0 Ded. Ext. Warranty. . . . .	<u>1,756.00</u>
		25,926.00

**X2 vehicles**

**TOTAL \$51,852.00**



Print

Email

Close Window

Please click the Print button to print this page. Once you have successfully printed, click the "Close Window" button above to close this window.

**Inst. Name:** MIAMI SPRINGS PD

**Cust. Phone:**

**Dealer:** Alan Jay Toyota

**Contact:** CHRIS WILSON

**Phone:** 863-402-4234

**Series:** Prius

**Model:** Base 1223 - Base Gas/Electric Prius

**Model Year:** 2011

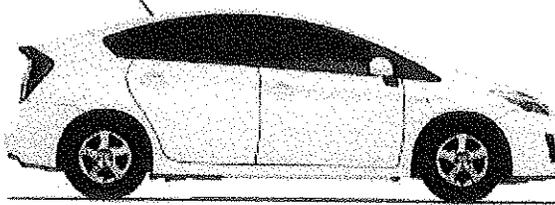
**Transmission:** Continuously Variable Transmission

**VIN:** XXXXXXXXXXXXXXXXXXXX

**Exterior:** Super White

**Interior:** Gray Fabric

2011 PRIUS



Estimated Pricing*	
	<b>MSRP</b>
<b>Base</b>	<b>\$23,050.00</b>
<b>Options</b>	<b>\$299.00</b>
<b>Manuf. Delv, Proc, &amp; Hndlg</b>	<b>\$785.00</b>
<b>Total</b>	<b>\$24,134.00</b>

Base - the price for the vehicle, prior to options and manuf. delv, proc & hndlg fees.

Options - the amount of optional equipment (accessories and packages) installed on the vehicle.

Manuf. Delv, Proc & Hndlg - Delivery, Processing & Handling - the fee that is paid by the Dealer to the Manufacturer to cover the cost of transporting the vehicle to the dealership.

Admin - the Administrative Fee is a charge paid by the Dealer to Southeast Toyota, the regional distributor, and is used for the regional dealer support programs.

**Options Installed**

	<b>MSRP</b>
<b>50 State Emissions</b>	<b>\$0</b>
<b>50 States Emission</b>	<b>\$0</b>
<b>6-Gallons of Gas</b>	<b>\$0</b>
<b>Carpet Mats</b>	<b>\$299</b>

**48 MPG Highway**



**51 MPG City**

**Standard Features of this Vehicle**

**Mechanical**

Hybrid Synergy Drive System, AT-PZEV • 1.8L DOHC 16V VVT-i 4-Cylinder Engine • 15" ALLOY WHLS W/CVRS, P195/65R15 TIRES • Electric Power Steering (EPS) • 4-Wheel Disc Brakes / Front Ind Suspension

**Safety**

STAR SAFETY SYSTEM: ENHANCED VSC W/TRAC • ANTI-LOCK BRAKE SYS, ELECTRONIC BRAKE- • FORCE DISTRIBUTION AND BRAKE ASSIST • SMART STOP TECHNOLOGY • Dr & Fr Pass Advanced Airbag System • Dr & Fr Pass Seat Mounted Side Airbags • Side Curtain Airbags & Dr Knee Airbag • Dr & Fr Passenger Active Headrests • LATCH(LWR ANCHOR & TETHERS FOR CHILDREN) • FOR OUTBOARD REAR SEATING POSITIONS ONLY • Eng Immobilizer, Tire Press Monitor Sys

**Comfort/Convenience**

EV/Eco/Pwr Modes & Touch Tracer Display • Multi-Information Display w/ Trip Info • AM/FM CD PLAYER W/6 SPKRS, XM COMPATIBLE • (HRDW & SUBSCR REQ), AND AUX AUDIO JACK • DR SMRT KEY SYS, FABRIC 6-WAY ADJ DR & • 4-WAY ADJ DR PASS SEAT, SEATBACK POCKETS • Rmte Keyless Entry & Push Button Start • Tilt/Telescopic Steering Whl w/Controls • CRUISE CONTROL, INSTANT MPG INDICATOR • CENTER CONSOLE W/SLIDING ARMREST/STORAGE • COMPARTMENT & DUAL FRONT CUP HOLDERS • 60/40 SPLIT FOLD-DOWN REAR BENCH SEAT W/ • FOLD-DOWN CTR ARMREST & ADJ HDRESTS • Auto

Climate Control System • POWER LOCKS & AUTO UP/DOWN POWER WINDOWS • OVERHEAD CONSOLE W/MAP LAMPS •  
CARGO TONNEAU COVER & (2) FR PWR OUTLETS • DUAL COMPARTMENT GLOVE BOX

### **Exterior**

RR SPOILER, BLUE ACCENT CAR BADGES • PROJECTOR-BEAM HALOGEN HEADLAMPS W/AUTO- • OFF FEATURE • CLR-  
WEYED PWR HTD FOLDING OUTSIDE MRRS • Front Variable & Rear Intermittent Wiper

This price does not include any options that may have been installed at the dealership. Please contact your local dealer for details.

There may be other dealer preparation or service fees not shown above that are charged by the dealer, which represents costs and profit to dealer for items such as cleaning, inspecting, adjusting vehicles and preparing documents related to the sale. Please see your dealer for details.

Selection of Incentive or Special APR may affect final selling price.

Specifications, standard features and available equipment are based upon information available at the time of posting, are subject to change without notice.

### **Warranty Info**



**COMMUNICATIONS  
INTERNATIONAL, INC.**

3513 NW 115th Avenue  
Doral, FL 33178  
Voice: 305.436.8233 Fax: 305.436.8238

**QUOTATION**

Page	1/1
Date	1/4/2011
Quote Number	QTE1100010

<b>Bill To</b>	City of Miami Springs Police Department 201 Westward Drive Miami Springs, FL, 33166 USA
----------------	---

<b>Site</b>	Miami Springs Police Department 201 Westward Drive Miami Springs, FL, 33166
<b>Contact</b>	Lt Randy Walker Voice: -- Fax: --

Description	Qty	List Price	Disc %	Disc Amt	Sale Price	Total
<b>Removal and Install</b>						
Removal, Rear Mount Radio	2	86.00	0.00 %	0.00	86.00	172.00
Install - Rear Mount Radio	2	235.00	0.00 %	0.00	235.00	470.00
KG3E825UD - Glass Mount 3dBd Superflex 14' UD coax	2	51.35	10.00 %	5.14	46.22	92.43
RFT12022T - TNC Male crimp plug RG-58U	2	3.70	10.00 %	0.37	3.33	6.66
<b>Subtotal:</b>						741.09

Prices quoted are valid for ( 30 ) Days from Document Date.  
Orders may be subject to shipping & handling charges.  
All warranties are manufacture's warranties.

Plus Tax	0.00
<b>Total Due (USD)</b>	<b>741.09</b>

By signing this Quotation and/or submitting a purchase order pursuant to this Quotation you acknowledge that you have read and agree to be bound by Communications Int'l. Inc.'s Terms and Conditions of Sale Service and Technical Support.



# CITY OF MIAMI SPRINGS

---



Public Works Dept  
345 N Royal Poinciana Blvd  
Miami Springs, FL 33166-5289  
Phone: (305) 805-5170  
Fax: (305) 805-5176

TO: Honorable Mayor Bain and Members of the City Council

VIA: James R. Borgmann, City Manager *JRB*

FROM: Robert Williams, Public Services Director *R. Williams*

DATE: January 12, 2011

SUBJECT: Recommendation that Council award a bid to Quality Paving Corp, utilizing Miami Dade County Contract CICC7040-0/07, in the amount of \$31,853.37 pursuant to Section §31.11 (E)(5) of the City Code.

REASON: For additional sidewalk work identified, resulting from requirements stipulated and recommendations made by inspector for locations identified by the attached.

COST: \$ 31,853.37

FUNDING: Department\Description: Citizens Independent Transportation Trust

Account Number: 135-0902-541-4600

Procurement approval: *TR*

Agenda Item No.

City Council Meeting of:

1-24-2011 *JRB*

Carlos Alvarez, Mayor

miamidade.gov

January 16, 2009

**CERTIFIED MAIL No.**  
7005 1820 0004 0569 8052

**FACSIMILE: TELEPHONE No.**  
305-668-3317; 305-525-1456

Mr. Richard Gonzalez  
Quality Paving Corp.  
7875 S.W. 40<sup>th</sup> Street, Suite 229  
Miami, Florida 33155

Re: **Recommendation for Award**  
Request for Price Quotation (RPQ)  
No. 20080223 - CICC 7040-0/07  
People's Transportation Plan (PTP) Intersection Improvement Contract

Dear Mr. Gonzalez:

This letter will serve as your notification that you have been recommended for award for the above referenced RPQ based on your Price Quotation submitted on Wednesday, January 7, 2009. The total RPQ amount is five hundred seventy-seven thousand five hundred dollars and zero cents (\$577,500.00). This includes a base contract amount of five hundred thousand dollars and zero cents (\$500,000.00), a contingency amount of fifty thousand dollars and zero cents (\$50,000.00), and dedicated allowances totaling twenty-seven thousand five hundred dollars and zero cents (\$27,500.00). The contract duration is established as **270-calendar days**. However, the award is contingent upon the submission of the required items listed below:

1. Performance and Payment Bond as required in Contract No. CICC 7040-0/07, Section 2.0 Special Conditions, Page 16, Article 2.11, **PERFORMANCE AND PAYMENT BOND**. (The **original attached documents** must be used).
2. Letter from Bonding Agent granting Miami-Dade County authorization to date the Performance Bond.
3. Copies of current insurance certificates.
4. Copies of required license(s).

The preceding documents are required as outlined within Contract CICC-7040-0/07 and to be submitted within 10 business days. Failure to submit the document(s) within the specified time, or any extension granted, will result in the award being rescinded. Upon receipt and approval of the aforementioned documents, you are required to obtain the permit(s) in the time stipulated in the RPQ. Upon obtaining the permit(s), a copy must be submitted to the Project Manager prior to commencement of work. No work is to be performed without the permit unless the Project Manager issues a written directive to proceed without permit(s). Upon receipt of the permits the Project Manager will schedule a Pre-Construction Conference and issue a Notice to Proceed authorizing the performance of the work.

**MIAMI-DADE  
COUNTY**

Page 2  
Recommendation of Award  
RPQ No. 20080223

This letter will also serve as a reminder that all work must be performed according to the scope of work and contract's terms and conditions, all permits and inspections and in accordance with all applicable Federal, State and local laws, codes and regulations.

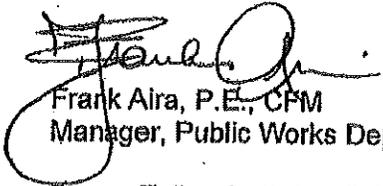
Additionally, this contract, along with any future contracts awarded to your firm, have very similar completion schedules and competing deadlines. Please be advised that your firm must have the resources to ensure work proceeds without delay once the "Notice to Proceed" is issued. This will result in your firm working on multiple contracts concurrently. Lack of equipment and/or personnel will not be reason for delay. Please be advised that your firm must perform as required in the contract.

Further, it shall be understood that since proceeds from the Charter County Transit System Sales Surtax levied pursuant to Section 29.121 of the Code of Miami-Dade County may be used to pay for all or some part of the cost of this contract, no award of this contract shall be effective and thereby give rise to a contractual relationship with the County unless and until the following have occurred: 1) the County Commission awards the contract, and such award becomes final (either by expiration of 10 days after such award without veto by the Mayor, or by Commission override of a veto); and 2) either i) the Citizens' Independent Transportation Trust (CITT) has approved same, or ii) in response to the CITT's disapproval, the County Commission re-affirms its award by two-thirds (2/3) vote of the Commission's membership and such reaffirmation becomes final.

**Please contact Mr. Ultimo De Oliveira, OCI office, at (305) 375-5265 to insure that your file is complete for award consideration.**

Should you have any questions please contact me at (305) 375-2930.

Sincerely,

  
Frank Aira, P.E., CFM  
Manager, Public Works Department

C: Esther L. Calas, P.E., PWD  
Johnny Martinez, OCI  
Penelope Townsley, SBD  
Antonio Cotarelo, P.E., PWD  
Bassam Mouyabed, PWD  
Duane Kopp, P.E., PWD  
Joaquin Rabassa, P.E., PWD  
Alicia Arce, PWD  
Orky Rodriguez, PWD  
Alvaro Castro, PWD  
Patrice King, SBD  
Clerk of the Board  
Reading File  
Project File

Quality Paving Corp 1-04-2011

Inv. # 372 Details

Location : City of Miami Spring	Water M. Box		ADA Handicap Ramps		Sidewalk 4"			Sidewalk 6"			Removal Sidewalk > 8"		Removal Sidewalk < 8"		Asphalt Patch		
	EA	SQF	EA	SQF	LF	SQF	SQY	LF	SQF	SQY	SY	LF	SY	LF	SY		
#1 Sidewalk Repairs	1	8			348	5	1740	193.34			0		238.8				
#1 185 Flagler Dr.									26	9	234	26					
#2 1900 Miami Spring Ave					53	5	265	29.45	26	5	130	14.45		43.9			
#3 188 Whitethorn Dr.					62	5	310	34.45	21	5	105	11.67		46.12			
#4 31 Osage Dr.					99	5	495	55	30	5	150	17.2	71.3				
#5 985 Ludlum Dr.	2				70	4	280	31.12	5	4	20	2.23	31.0				
#6 1220 Wren Ave	2				98	4	392	43.56	5	4	20	2.23		45.79			
Down Town					78	5	390	43.2			0	0	0.0	43.2			
#17 South Royal Ponceana Blvd		1.0	8.0						20	9	180.0	20.0		23.0			
#18 45 Curtiss Parkway		2.0	16.0						25	6	150.0	16.7		16.1	13.0	6.0	78.0
#19 52 Curtiss Parkway		2.0	16.0						21	10	210.0	23.3		0.0	19.0	3.0	57.0
#20 53 Curtiss Parkway		2.0	16.0						18	11	198.0	22.0		0.0	6.0	13.0	78.0
#21 Curtiss Parkway		4.0	8.0	64.0	208.0	33.0	3672.0	430.1	262.0	91.0	1752.0	185.8	341.1	284.0	60.0	60.0	359.0
Totals																	
Items Description		Unit	Price										QTY	Amount			
Handicap Ramps - ADA		SQF	28.00										64.0	\$1,792.00			
Curb		SY	17.00										50	\$850.00			
Sidewalk 4"		SY	10.00										430.1	\$4,300.80			
Sidewalk 6"		SY	12.50										195.8	\$2,447.63			
Removal Existing Concrete ( 8" -		SY	30.00										341.1	\$10,234.20			
Removal Existing Concrete ( less		SY	18.00										284.0	\$5,112.54			
Removal Asphalt		SY	30.00										26.6	\$798.00			
Embankment		CY	15.00										110	\$1,650.00			
WaterMeter Box		EA	100.00										4.0	\$400.00			
Asphaltic Driveway Transition		SY	30.00										39.94	\$1,198.20			
Sodding		SY	4.00										444.5	\$1,778.00			
Barricades If		EA	0.40										470	\$188.00			
Work Signs		EA	1.00										104	\$104.00			
Maintenance of Traffic		LS	250.00										2	\$500.00			
Mobilization		LS	250.00										2	\$500.00			
Total Invoice # 372														\$31,853.37			





OFFICE OF THE CITY CLERK  
MEMORANDUM

TO: Honorable Mayor Bain and Members of the City Council  
FROM: Magali Valls, City Clerk  
DATE: January 17, 2011  
SUBJECT: PENDING BOARD APPOINTMENTS

\*\*\*\*\*  
The following appointments are pending:

APPOINTING COUNCILMEMBER	CURRENT MEMBER	TERM EXPIRES	ORIGINAL APPOINTMENT DATE	LAST APPOINTMENT DATE
<b><u>Disability Advisory Board</u></b>				
Mayor Bain	Charlene Anderson	12/31/2010	05/26/2009	05/26/2009
Councilman Best – Group I	Catherine Stadnik	12/31/2010	12/14/1998	01/14/2008
Councilman Espino – Group II	VACANT*	12/31/2010	VACANT	VACANT
Councilman Lob – Group III	Richard Barnes	12/31/2010	05/11/2009	05/11/2009
Vice Mayor Ator – Group IV	Roxana Garciga	12/31/2010	08/12/2002	12/10/2007
<b><u>Historic Preservation Board</u></b>				
Vice Mayor Ator – Group IV	M.A. Goodlett-Taylor**	01/31/2010	01/24/1983	01/22/2007

\* Peter Newman resigned on August 1, 2009.

\*\* 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  
City Attorney  
Affected Board Members



JAN 24, 2011**CITY OF MIAMI SPRINGS**

---



Recreation Department  
1401 Westward Drive  
Miami Springs, FL 33166-5289  
Phone: (305) 805-5075  
Fax: (305) 805-5077

TO: Honorable Mayor Bain and Members of the City Council

VIA: James R. Borgmann, City Manager *JRB*

FROM: Omar Luna, Recreation Director

SUBJECT: Recommendation to Sell Decorative Bricks in Support of our Youth Recreation Programs

It is our recommendation to move forward with this project so that we can implement a fundraiser for our Youth Recreational Programs. This fundraiser will allow for us to sell bricks at a pre-selected location at the Community Center. The bricks can be engraved with a logo from a business, family's name, special Logo, etc. Our vision is to have an area in front of the community center squared off with brick pavers and in the middle a design with the letters "MS" in a different shade of bricks. We are going to sell 2 sizes of the bricks so that we can allow for all residents to have an opportunity to participate in this great project. The sizes are 4X8 for \$75 ea. and 8X8 for \$150 ea. with (additional cost); and without clipart these sizes will fit into our project with no problem.

This project is going to add another artistic component to our beautiful Community Center and it will give our Community a sense of ownership if they participate. On the other hand, this program will also allow for the Recreation Department to fundraise some funding to help support our Youth Programs.

How the brick program will work:

- ❖ The brick program will be managed by the Recreation staff at the Community Center.
- ❖ We would like to sell the bricks in phases; by doing so we will have the opportunity to set a deadline date to order the bricks and give those who do order bricks a date range of when they can expect to see their purchased bricks installed.
- ❖ If we proceed with the "MS" design in the front of the Community Center we can sell the bricks that are going to be the actual "MS" at a higher cost as well as the bricks that are going to be surrounding the "MS"
- ❖ The bricks that are going to be sold as part of the regular walkway will have their own price scale

- ❖ For the brick project we would like to use two color bricks; one color for the bricks of the "MS" and one color for the rest of the bricks.
- ❖ It is our hope to use the profit to enhance existing programs and start new programs within the Parks and Recreation Department.
- ❖ We have received a quote from Miguel Lopez Jr. inc. for the removal of the concrete sidewalk, the installation of the blank bricks, the removal of the blank bricks and the installation of the engraved bricks. The total estimated cost is \$3650.00.
- ❖ We are looking into buying the blank bricks from Brick Markers USA for the 100 sq. ft area in front of the Community Center. To fill the front area we would need 450 4x8 bricks which would total 1 pallet of bricks which consists of 470 bricks.
- ❖ One pallet of bricks costs \$1,198.50
- ❖ Potential Start Date is March 2011
- ❖ Please see the attached for the flyer and order form

Estimated Profits & Losses

If we buy 225 4x8 bricks from Brick Markers USA the cost is est. @ \$4,050.00

If we buy 225 8x8 bricks from Brick Markers USA the cost is est. @ \$6,750.00

If we sell 225 4x8 bricks @ \$75.00 we would make \$16,875.00

If we sell 225 8x8 bricks @ \$150.00 we would make \$33,750.00

So if we were to sell 225 4x8 bricks & 225 8x8 bricks our P&L would break down like so..

Est. cost of concrete, install take out and install	\$3,000.00
Est. cost of blank bricks, 1 pallet	\$1,198.50
Est. cost of 225 4x8 engraved bricks	\$4,050.00
Est. cost of 225 8x8 engraved bricks	\$6,750.00

Cost: \$14,998.50

Est. sales of 225 4x8 engraved bricks @\$75.00

Est. Revenue: \$16,875.00

Est. sales of 225 8x8 engraved bricks @150.00

\$33,750.00

Total Revenue: \$50,625.00

Revenue: \$50,625.00

Cost: \$14,998.50

Est. Net: \$35,626.50



# CITY OF MIAMI SPRINGS

---



Recreation Department  
1401 Westward Drive  
Miami Springs, FL 33166-5289  
Phone: (305) 805-5075  
Fax: (305) 805-5077

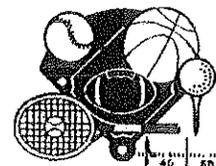
TO: Honorable Mayor Bain and Members of the City Council  
VIA: James R. Borgmann, City Manager *JRB*  
FROM: Omar Luna, Recreation Director  
SUBJECT: Recommendation For Approval of a Change Order in the Amount of \$5,130.00 to Superior Park Systems P.O. #110449, previously approved by Council, for a revised total Stafford Park Fencing cost of \$36,742.20  
Date: January 20, 2011

It is recommended that subject be approved in order to fence the area Council recently requested for a new youth soccer field (south section of Stafford Park).

Agenda Item No.

City Council Meeting of:

JAN 24, 2011



# SUPERIOR PARK SYSTEMS, INC.

"A CERTIFIED LOCAL MBE/SBE OWNED BUSINESS #22214"

"For All of Your Parks and Recreational Needs"

January 20, 2011

---

## Quote No. 012011

---

### Send To:

City of Miami Springs  
Parks & Recreation Department  
1401 Westward Drive  
Miami Springs, Florida 33166  
Attention – Omar Luna, Director

Re: "Stafford Park" Additional Custom Fencing Quote for ages 10 & under sports/ soccer field

Superior Park Systems, Inc. quotation off the Miami Dade Contract #4907-3/13-1 at the same price, terms and conditions:

### "Stafford Park" Additional Custom Fence

Additional 200 linear feet of 2x9x96 galvanized steel custom fencing for 10 & under soccer field	\$5,400.00
5% Discount	\$ 270.00
<u>Discount Price per contract</u>	<u>\$5,130.00</u>
<b>Total Price</b>	<b>\$5,130.00</b>

**Comments:** Delivery & installation 1-2 weeks after receipt of purchase.

All posts set in isolated concrete footers 12" x 36", with concrete at 2500 psi.

**Fabric:** 2 x 9 x 96 barb/knuckle selvages

**End, corner and hinge posts:** 3" S-40 astm-153

**Line posts:** 2-1/2" S-40 astm – 153

**Top rail:** 1-5/8" S-40 astm – 153

**Fittings:** All fittings cast or pressed steel.

Submitted by,

Mitchell Leitner, President

File: "Miami Springs" – "Stafford Park" additional custom fencing quote 01/20/11





## City of Miami Springs Interoffice Memo

DATE: January 20, 2011  
TO: The Honorable Mayor Billy Bain and Members of the City Council  
FROM: James R. Borgmann, City Manager *JRB*  
RE: Adopt a Park Plan

---

Attached are all the documents and forms necessary to institute an "Adopt-a-Park" program here in Miami Springs.

Our next step is to begin an advertising campaign so that we can kick this program off in the Spring with additional activities to be scheduled in conjunction with the Springs River Festival (originally an ecology based event) and our annual Arbor Day celebration.

Agenda Item No.

City Council Meeting of:

JAN 24, 2011

# City of Miami Springs Adopt-a-Park Program

With ever decreasing resources and daily increases in demands for those resources, the City of Miami Springs, through the encouragement of our residents, looks at various ways to enlist the help of our citizens. To that end, the Adopt-A-Park program is designed to enlist the help of the public in maintaining and beautifying neighborhood parks and recreation facilities. This is an informal program that seeks volunteers to keep an eye on our park areas and assist when problems arise. Through these partnerships, the City will be better able to maintain and improve the parks and keep them beautiful and safe for the enjoyment of our park users.

The program will encourage volunteers from the neighborhood and encourage them to "take ownership" of their local park. These volunteers will then work with City parks staff to initiate new activities and provide manpower to make improvements. The adopted park then becomes a focal point of neighborhood activities.

## **What are the responsibilities of an adopting organization?**

By adopting a park, an organization commits to enhancing and maintaining the park land through tree plantings, pruning, clearing, painting, flower bed preparation and planting and any other approved projects that will enhance the beauty of the park for a one-year period. The adopting group would also monitor the park site for safety conditions and vandalism. Organizations are asked to schedule one volunteer project per quarter to remain active in the program. The program is flexible and can be tailored to your group's needs and interests.

## **Who can adopt a park?**

Any civic-minded individual, group or organization can adopt a City park. Garden clubs, corporations, Scout groups, student organizations, social clubs, youth sport organizations and homeowner associations are just a few examples. An Adopt-A-Park volunteer must be at least 12 years old to participate.

## **To Adopt A Park:**

- Identify a park you would like to adopt and the type of project/activity you would like to do.
- Request an application form, then complete and return it to the Parks and Recreation Director. You will then be contacted to discuss the adoption procedure. Both Parks and Public Works staff will work with your group to identify park needs.
- Once the "Adoption" is approved, sign the **Adopt-A-Park Agreement** and you are ready to begin.
- Coordinate your project(s) with the Parks and Recreation Division. Certain tools, materials and supplies can be provided to help the adopting group with their projects.

- Make sure all volunteers sign a **waiver release and service agreement** prior to participation in the program.
- Recruit and schedule volunteers from your organization to implement the program.
- Submit a quarterly activity report to update your progress.

### **What are the benefits?**

Volunteer groups and organizations derive great satisfaction from becoming protectors of the City parks and enjoy knowing that their efforts make a difference. In addition, the City will provide a plaque or recognizable sign erected at the adopted park acknowledging the group's contribution and commitment to the program. Adopt-A-Park helps people help each other so that all may have a better recreational experience.

### **Safety guidelines you should follow:**

For the safety of program participants, park personnel and park users, the City encourages everyone to adopt a responsible, common sense approach to safety. Adopt-A-Park participants are expected to accept responsibility for their actions, be safety-conscious at all times, and act with care in order to avoid causing damage to park facilities. Following are some basic safety guidelines:

- Organizations must provide adequate supervision for participants under the age of 18.
- All volunteers must sign a waiver prior to participate (a parent/guardian must sign for anyone in their care who is under the age of 18).
- Volunteer groups are prohibited from modifying field conditions, entering into facilities or buildings, moving equipment or creating situations that may be hazardous without prior authorization from the Parks & Recreation Department.
- When threatening weather is present, all activities must cease to ensure the safety of every volunteer. You will know of pending threatening weather at our major parks by the ThorGard® alarm system's horn alert.
- Volunteers should not perform any activity outside of their physical capabilities.
- The use of power tools and motor-driven equipment is discouraged unless pre-authorized by the Parks & Recreation Division.
- Volunteers must wear appropriate clothing and shoes and use sunscreen. Gloves are a must as are safety goggles.
- Work during daylight hours only and drink plenty of fluids during hot, humid weather.
- Be alert to the presence of bees and other stinging and biting insects. Apply insect repellent when necessary.
- Be aware of traffic when working close to roadways.
- Avoid picking up discarded syringes and/or needles, or coming into contact with unknown chemicals.

Do not approach unfamiliar animals or pets.



## ADOPT-A-PARK Application & Instructions

The Adopt-A-Park program is designed to increase community involvement in preserving our City parks. The program is voluntary and is designed for organizations, businesses and individuals. Each adopting group assumes responsibility for an assigned park or section of a park and agrees to participate in park improvements a minimum of four (4) times a year for a one year period. The City will work with the adopting group to select a park and provide guidelines to complete work assigned.

The participant agrees and is expected to:

- A. Request an application from the Parks and Recreation Department
- B. Meet with Parks & Recreation representatives to discuss the park project and identify the park needs.
- C. Be instructed on the safety requirements and operate in accordance to the safety regulations of the program.
- D. Sign the "Adopt-A-Park" Agreement.
- E. All participants must sign the Liability Agreement.
- F. Recruit and schedule volunteers from your organization to implement the program.
- G. Obtain permission from the Parks & Recreation Department before proceeding with any action.
- H. Notify the Parks and Recreation Department of any unusual or suspicious activities or conditions.
- I. Submit an activity report upon completion of your activities.
- J. Return all City owned equipment, materials and supplies when project is completed.

The City shall:

- A. Provide the adopting group with necessary tools and materials, if requested, to help with their project.
- B. Identify park needs and a list of parks available to adopt.
- C. Provide instruction and coordination for assigned work projects with adopting group.
- D. Dispose of trash and debris from adopted park site.
- E. Provide signage at the park to recognize the volunteer group for their contribution and commitment to the specific park.

I have read and agree to follow the above guidelines for adopting a City of North Port park. I sign this agreement voluntarily.

\_\_\_\_\_  
Individual or Group Representative Signature

\_\_\_\_\_  
ADOPTED PARK

Date \_\_\_\_\_

\_\_\_\_\_  
Parks & Recreation Department Director Signature

\_\_\_\_\_  
Date \_\_\_\_\_

## **ADOPT-A-PARK PROGRAM AGREEMENT**

This **ADOPTION AGREEMENT**, is made and entered into by and between the City of Miami Springs Florida, hereinafter referred to as the "CITY" and \_\_\_\_\_, a corporation/ partnership/association/service/social club/individual, hereinafter referred to as the "PARTICIPANT."

**WHEREAS**, the City is promoting an Adopt-A-Park Program to encourage community groups and individuals to provide for monitoring, care and maintenance of neighborhood parks, facilities, landscaped areas, pathways and other public areas; and

**WHEREAS**, it has been deemed to be in the best interest to the parties hereto to provide this community service setting forth the respective duties and terms and conditions thereof.

**NOW, THEREFORE**, in consideration of the mutual covenants, promises and representations contained herein, the parties agree as follows:

**I. SCOPE OF SERVICES:**

A. The PARTICIPANT shall provide the services and/or contributions set forth herein in the parks, facilities, landscaped areas, or other public areas in accordance with city guidelines as described below:

1. Pick up litter and debris.
2. Mow and edge grass and plant beds.
3. Remove weeds.
4. Maintain plants and shrubs in accordance with the approved landscaped plan with no substitutions without prior approval in writing.
5. Minor repair and painting with prior authorization before work begins.
6. Notify the General Services Department/Parks & Recreation Division of any unusual or suspicious activity or conditions.
7. Contribute and install grass, plants, flowers or other landscaping material with prior written approval.
8. The PARTICIPANT shall notify the Parks & Recreation Department in the event a problem should arise, or if repairs to the adopted area are necessary which the PARTICIPANT is unable to do or, is not authorized to do or if the PARTICIPANT can no longer be obligated to maintain his Adopt-A-Park services.

B. The CITY shall:

1. Provide the adopting group with necessary tools and materials to help with the project.
2. Provide instruction and coordination for assigned work projects
3. Dispose of trash and debris from adopted park site.
4. Provide signage to recognize the volunteer group for their contribution and commitment.

The CITY shall have no obligation to replace any plants contributed or paid for by the PARTICIPANT, which subsequently die as a result of neglect by the PARTICIPANT, the CITY or otherwise.

In the event improvements are damaged or destroyed by a third party, the CITY at its sole discretion, may replace or repair the improved landscape.

**II: PERIOD OF AGREEMENT**

The period of this Agreement shall be for one (1) year from the date of the executed document and shall be automatically extended for successive one (1) year periods under the same terms and conditions, unless either party provides the other with written notification forty five (45) days prior to the end of any one (1) year term of its intent not to extend the agreement.

**III: NEGATION OF AGENT OR EMPLOYEE STATUS**

The PARTICIPANT shall perform the services provided under this Agreement as an independent volunteer group and nothing contained herein shall in any way be construed to constitute the PARTICIPANT, its officers, employees, agents or subcontractors to be representative, agent, or employees of the City or any political subdivision of the state of Florida.

**IV: NO ASSUMPTION OF LIABILITY**

The CITY shall neither be responsible nor incur any liability for the actions, inactions, omissions or commissions of the PARTICIPANT or any of its officers, employees or agents in performing under this Agreement.

**IN WITNESS WHEREOF**, the City has caused this Agreement to be duly executed on the date herein below set forth.

WITNESSES:

\_\_\_\_\_

\_\_\_\_\_

ATTEST:

City Clerk \_\_\_\_\_

PARTICIPANT:

\_\_\_\_\_  
Adopting Representative Signature

\_\_\_\_\_  
Date

CITY OF Miami Springs, FLORIDA

\_\_\_\_\_  
Recreation Director

\_\_\_\_\_  
Date



**Waiver Release of Liability and Volunteer Service Agreement**

I, \_\_\_\_\_, being of sound mind and body am fully aware of and understand the conditions of my voluntary work that will be performed for the City of Miami Springs.

In consideration of the opportunity afforded to me to participate voluntarily in the City activities, and in recognition of the possible injury or liability to which I may voluntarily subject myself, I and my heirs, executors, administrators and successors and assigns hereby knowingly, freely and voluntarily waive any right or cause of action, whatsoever, arising as a result of such activities from which any liability or injury may or could accrue to the City or their agent or employees individually, except for actual medical expenses that might be incurred as a result of personal injury caused by negligent or intentional acts of City employees as provided by Florida Law.

I understand and agree that my voluntary participation in City activities does not entitle me to any compensation or other employee benefits. I further understand that I am NOT an agent or employee of the City and that will not so represent myself to any person, government unit or corporate entity. I further understand and agree that I will be solely responsible for my actions while participating in volunteer activities.

I further understand and agree that my voluntary participation in the aforementioned activities is subject to termination at any time by the City for any reason or no reason at all without notice, and that I am entitled to no recourse, nor will I seek any recourse in the event of such termination.

This waiver shall be determined to be and shall be a complete bar to any action which might otherwise be brought either by law or under any state or federal statute for the property injuries arising as a result of voluntary participation in the activities contemplated herein except for those benefits afforded volunteers in accordance with Florida Workers' Compensation Law.

\_\_\_\_\_  
Volunteer Signature

\_\_\_\_\_  
Parks & Recreation Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian (if volunteer is under 18)

\_\_\_\_\_  
Date

<b>Print Volunteer Name:</b> _____	<b>Phone:</b> _____
<b>Address:</b> _____	<b>City:</b> _____ <b>State:</b> _____ <b>Zip:</b> _____



**City of Miami Springs  
Adopt-A-Park  
Activity Report Form**

Name of Organization \_\_\_\_\_

Group Representative \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Adopted Park \_\_\_\_\_ Date of Project Activity \_\_\_\_\_

# of Volunteers \_\_\_\_\_ Estimated Hours Worked \_\_\_\_\_

Describe Project Goals \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Describe Work Accomplished \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Suggestions for Improvements \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





## City of Miami Springs Interoffice Memo

DATE: January 20, 2011

TO: The Honorable Mayor Billy Bain and Members of the City Council

FROM: James R. Borgmann, City Manager *JRB*

RE: Special Events Funding and Applications

---

At your meeting of January 11, 2011, we discussed various aspects of the process to host special events by outside groups and organizations in the City. Specific to the discussion was a process to evaluate and award money to those organizations to assist them in holding a successful event. The main focus of these events was to attract visitors to our downtown business district, aka, "The Circle/Westward Drive".

To that end, and based on our conversations at that meeting, the attached narrative and forms are presented tonight. This packet will serve as the new special events permit application process. City Attorney Jan Seiden has also suggested changes to the existing forms as can be seen in his attached memo. Most of these changes involve fees and insurance requirements. Once those change are made, and any others that may be recommended as this item is discussed, we will formalize the packet and begin making it available.

I believe it would also be helpful to mail a copy to every group or event that we have worked with in the past to make them aware of the change in process for funding requests.

Agenda Item No.

City Council Meeting of:

JAN 24, 2011

## **City of Miami Springs Special Events Permit and Funding Application**

The City of Miami Springs strives to make our community the best place to live, work and play here in Miami Dade County. To that end, we make funds available each year to organizations and events that help promote our downtown business district. These events not only help bring our community together, but quite often they help showcase the goods and services offered by our local businesses. A healthy business community is paramount to quality of life in any city.

The City has created the attached materials and application forms for holding special events on City property. For groups needing funding to assist with their event, the City has established two (2) application cycles. These cycles are strictly for funding requests. If your event does not request funds from the City, you may apply for a special event permit anytime throughout the year.

### **Funding Cycles and Deadlines:**

The deadline for Cycle #1 is August 15. This cycle runs from October 1 through the end of February. The deadline for Cycle #2 is February 15. That cycle runs from March 1 through September 30. The Cycle #1 deadline will allow for a thorough review by staff and the city council during the annual budget process. Additional funds will be held for events that may occur later in the calendar year and/or plans were not ready to present for the first cycle.

Applicants are encouraged to submit their requests well in advance of the deadlines listed above to assure that they receive a full and complete review. Last minute requests that may be incomplete may not be reviewed in time for consideration.

While we would like to fund every event, we all know that is not possible. However, we will make every attempt to fund events and organizations that have a proven track record of hosting events that have proved to be a benefit to downtown. New events will be given full and fair consideration.

The City is also aware that the amount of funding you need and request may be a "make or break" amount for your event. If the City cannot provide the full amount of your request, you may need to revise the scope of your event or postpone it until you have the needed additional money.

**Financials:**

Your organization will be required to submit a budget for your event and a financial report after the event. These are required as to assure the residents that the City is watching out for their tax dollars.

**Insurance:**

Almost every event will need special event insurance if it is going to take place on City property. Exceptions may be granted on a case by case basis. If you are part of an organization such as a service club or church, this insurance requirement may be as easy as naming the City as an additional insured on your existing insurance coverage for the day(s) of your event. Staff will help you with this upon receipt of your application.

**Clean Up:**

A minimum refundable deposit of \$100 is required to cover the cost if the area is left with debris that will require public works personnel to collect and dispose. If the area is left clean and presentable, the check is returned to you. Larger, multi-day events may require a larger deposit as determined by the public works department.

**Police & Security:**

Providing a safe environment for your event is paramount in importance. As one of the sign-offs on the application, you may need to meet with our police staff to determine the level of support they require. We usually provide police on an "off-duty" basis, which is less costly you and the City. Payment is made by the event directly to the officers. Most requests for funding are to assist in this area.

The City wants to wish you the best of luck with your event!



**City of Miami Springs**  
Special Event Funding Request Application

1. Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

2. Amount Requested: \$ \_\_\_\_\_

3. Tax exempt? \_\_\_\_\_ 4. Employer/Tax ID #: \_\_\_\_\_

5. Purpose of this request (Name of Benefactor of this event): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

6. Event Date: From \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

6a. Time of Day: \_\_\_\_\_ AM / PM to \_\_\_\_\_ AM / PM

7. Total cost of event (must attach a detailed budget): \$ \_\_\_\_\_

8. Other contributors (names and \$ amts): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Expected economic impact on downtown: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name & Title of Individual Filing Request (print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**SPECIAL EVENTS APPLICATION**

(TO CONDUCT A SPECIAL EVENT ON CITY PROPERTY OR OTHER PUBLIC PROPERTY)

1. **APPLICANT:** \_\_\_\_\_  
Name of Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

2. **EVENT:** \_\_\_\_\_  
Purpose: \_\_\_\_\_  
Profit: \_\_\_\_\_ Non-Profit: \_\_\_\_\_  
Date: \_\_\_\_\_  
Time Start: \_\_\_\_\_ End: \_\_\_\_\_  
Estimated # of participants: \_\_\_\_\_ Estimated # of spectators: \_\_\_\_\_  
Location of event: \_\_\_\_\_

(Attach map to show route, if applicable)

3. **INSURANCE:** Attach Certificate of Insurance naming City of Miami Springs as an additional insured: Limits \$500,000 each person; \$500,000 each occurrence for bodily injury liability; \$100,000 each occurrence on property damage liability, or \$300,000 single limit coverage.

4. **FACILITY CLEAN-UP/DAMAGE REPAIR:** There is a deposit required of \$100 to cover cost of applicant litter clean-up and facility repair. Applicant agrees to reimburse the City if its clean-up/damage repair costs exceed the \$100 deposit. If no clean-up/damage repair is required, the deposit will be returned.

5. **SPECIAL SERVICE:** Police: Traffic control and/or crowd control will be determined by the Miami Springs Police Department. Any police personnel costs incurred in addition to normal operating expenses will be provided by off-duty police officers and must be arranged with the Chief of Police or his designee.

6. **CODE COMPLIANCE:** Any placement of placards, banners, signs, etc., must be cleared with the Code Compliance Officer in compliance with the City Code.

Applicant hereby affirms that none of the activities involved in this request involve any nudity or acts which could be construed as lewd, offensive to the senses, or offensive to the decency of an individual or the City.

Applicant: \_\_\_\_\_  
(Print Name/Title) (Signature) (Date)

1. Risk Manager \_\_\_\_\_ Date \_\_\_\_\_  
2. Chief of Police \_\_\_\_\_ Date \_\_\_\_\_  
3. Code Compliance \_\_\_\_\_ Date \_\_\_\_\_  
4. City Manager \_\_\_\_\_ Date \_\_\_\_\_

<b>Enclosure:</b>	Certificate of Insurance	Yes _____	No _____	Waived _____
	Route Map	Yes _____	No _____	Waived _____
	Clean-up/Damage Repair Deposit	Yes _____	No _____	Waived _____
	Usage Fee	Yes _____	No _____	Waived _____
	Special Condition	Yes _____	No _____	Waived _____
	Facility Agreement	Yes _____	No _____	Waived _____

---

---

---

---

---

---

---

---

**FOLLOW-UP NOTES:**

---

---

---

---

---

---

---

---

Please initial \_\_\_\_\_



# City of Miami Springs

201 Westward Drive

Miami Springs, FL 33166

## SPECIAL EVENTS PERMIT APPLICATION (FILM)

The City of Miami Springs requires commercial photographers to obtain the following permit from the City Manager's Office to conduct commercial photography/filming in/on a city facility or other public property.

1. **APPLICANT:**  
Name of Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_
2. **EVENT:**  
Purpose: \_\_\_\_\_  
Profit: \_\_\_\_\_ Non-Profit: \_\_\_\_\_  
Date: \_\_\_\_\_  
Time Start: \_\_\_\_\_ End: \_\_\_\_\_  
Estimated # of participants: \_\_\_\_\_ Estimated # of spectators: \_\_\_\_\_  
Location of event: \_\_\_\_\_
3. **INSURANCE:** Attach Certificate of Insurance naming City of Miami Springs as an additional insured: Limits \$500,000 each person; \$500,000 each occurrence for bodily injury liability; \$100,000 each occurrence on property damage liability or \$300,000 single limit coverage.
4. **USAGE FEE:** There is a Usage-Fee of \$500 for use of a city facility or other public property for commercial still photography/filming within city limits. All commercial photographers must have the permit at the photographic site at all times.
5. **FACILITY CLEAN-UP/DAMAGE REPAIR:** There is a deposit required of \$500 to cover cost of applicant litter clean-up and facility repair. Applicant agrees to reimburse the City if its clean-up/damage repair costs exceed the \$500 deposit. If no clean-up/damage repair is required, the deposit will be returned.
6. **SPECIAL SERVICE:** Police: Traffic control and/or crowd control will be determined by the Miami Springs Police Department. Any police personnel costs incurred in addition to normal operating expenses will be provided by off-duty police officers and must be arranged with the Chief of Police or his designee.
7. **CODE COMPLIANCE:** Any placement of placards, banners, signs etc., must be cleared with the Code Compliance Officer in compliance with the City Code.

**Applicant hereby affirms that none of the activities involved in this request involve any nudity or acts which could be construed as lewd, offensive to the senses, or offensive to the decency of an individual of the City.**

Applicant: \_\_\_\_\_

(Print Name/Title)

(Signature)

(Date)

1. Risk Manager: \_\_\_\_\_ Date \_\_\_\_\_
2. Chief of Police: \_\_\_\_\_ Date \_\_\_\_\_
3. Code Compliance: \_\_\_\_\_ Date \_\_\_\_\_
4. City Manager: \_\_\_\_\_ Date \_\_\_\_\_

Enclosure:	Certificate of Insurance	Yes _____	No _____	Waived _____
	Route Map	Yes _____	No _____	Waived _____
	Clean-up Deposit	Yes _____	No _____	Waived _____
	Usage Fee	Yes _____	No _____	Waived _____
	Special Condition	Yes _____	No _____	Waived _____
	Facility Agreement	Yes _____	No _____	Waived _____

REFERENCES:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FOLLOW-UP NOTES:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please initial: \_\_\_\_\_

**Attorneys at Law**

Robert D. Orshan  
Robert P. Lithman  
Jan K. Seiden  
Jorge H. Ramos  
David L. Hatton  
Nicole J. Huesmann  
Ariana Fajardo

Jamie Segal Davis  
Rachel Klastorin Samek  
Jeffrey M. Seiden  
Steven P. Spann

**MEMORANDUM**

**TO: CITY MANAGER, FINANCE DIRECTOR AND HUMAN RESOURCES DIRECTOR**

**FROM: JAN K. SEIDEN, CITY ATTORNEY**

**DATE: JANUARY 18, 2011**

**RE: AMENDMENTS TO EXISTING "SPECIAL EVENTS APPLICATION" AND "SPECIAL EVENTS PERMIT APPLICATION (Film)"**

Following my review of the above referenced form applications, it is my recommendation that the following provisions be substituted for the existing provisions in the forms, to-wit:

1. New Paragraph No. 3 - Insurance.

"3. Insurance - Each applicant shall be required to provide a Certificate of Insurance to the City, in advance of any use of City facilities, providing for single limit insurance coverage of \$\_\_\_\_\_ for general personal liability, bodily injury or death, and single limit insurance coverage of \$\_\_\_\_\_ for property damage liability."

\* *The blanks should be filled in on a case-by-case usage basis to be determined by the City Staff.*

2. New Paragraph No. 4 - Usage Fee (both forms).

"4. Usage Fee - Each applicant shall pay to the City, in advance of any use of City facilities, \$\_\_\_\_\_ for the use of any City facility or public property."

\* *This provision should be included in the "Special Events Application" and the blank filled-in on a case-by-case basis to be determined by the City Staff.*

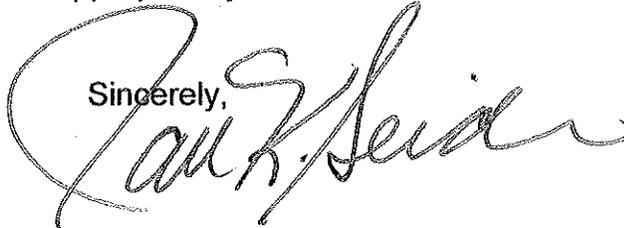
4. Usage Fee - Each applicant shall pay to the City, in advance of any outdoor commercial photography or filming in the City, \$\_\_\_\_\_ for any outdoor commercial photography or filming within the City corporate limits. Any permit issued shall be available for inspection at all times the photography or filming are taking place."

*\* This should be included in the "film" application and the blank filled-in on a case-by-case basis to be determined by the City Staff.*

3. Retain the current provisions in each Agreement titled "Facility Clean-Up/Damage Repair. However, each Agreement should now provide "\$\_\_\_\_\_" for each time the amounts are now provided in the existing formats. The blanks will give the City Staff more flexibility on a case-by-case basis to establish a correct "Clean-Up/Damage Repair" amount.

I believe the foregoing revised provisions will enable the City to administrate to these type of applications and permits more appropriately.

Sincerely,



JAN K. SEIDEN

JKS:jll



JAN 24, 2011



**OFFICE OF THE CITY CLERK  
MEMORANDUM**

**TO:** Historic Preservation Board Members  
**FROM:** Suzanne Hitaffer, Secretary to the Board *S. Hitaffer*  
**VIA:** Magali Valls, City Clerk *M. Valls*  
**DATE:** January 20, 2011

**SUBJECT: "IMPACT OF HISTORIC DESIGNATION" DOCUMENT**

\*\*\*\*\*  
Please refer to action taken by the Board at your meeting of November 18, 2010, to amend the Impact of Historic Designation document that was drafted by the City Attorney and approved by the City Council.

The City Council, at its Regular Meeting of January 11, 2011, as agenda item 10C, took the following action:

*"Councilman Best moved the item, as recommended by the City Attorney, not to amend the language in the Impact of Historic Designation document. Vice Mayor Ator seconded the motion, which carried 5-0 on roll call vote."*

As you will see from the attached excerpts, the "Impact of Historic Designation" document is to be included in any correspondence that is sent to any property owner in the City whose property is subject to designation.

Please contact me if you need additional information.

Thank you.

Attachment: Excerpts -- Agenda Item 10C -- City Council Meeting of January 11, 2011

cc: Mayor and Council  
City Manager ✓  
Assistant City Manager  
City Attorney

## Excerpts: City Council Regular Meeting of January 11, 2011

### **10C) Discussion of Actions Taken by the Historic Preservation Board at their Meeting of November 18, 2010 Regarding Historic Designation Approval Process**

City Attorney Seiden stated that Council had directed him to prepare a document, which he did and submitted it to the Historic Preservation Board for their comment, additions or corrections. The Vice Mayor had expressed concern about the process of designation being more transparent to the people who were going to be subject to designation.

Attorney Seiden said that the Historic Preservation Board minutes of November 18, 2010 indicate that the Board does not seem to agree with Council's position; it seems that they want to be less transparent and have recommended altering his document. His position is that the document was written for Council and it should be given to every person that is subject to designation, along with any other information that the Board wants to submit to them.

Mayor Bain stated that the Board members are appointed by Council and if they are not representing Council appropriately, then it should be determined whether or not they should be on the Board. Council has been fair and honest by proposing the language they feel is proper and the Historic Preservation Board should uphold their wishes. Proper notification to the property owner is something he wanted to do years ago and now Vice Mayor Ator has brought it forward.

City Attorney Seiden noted that one of the Board members stated that neither the Board nor the City has the right to make a statement about the impact historic designation may have on the property value. He clarified that it is not only a right; it is a duty to inform the citizens. This all came about some time ago because in his opinion, the Board was not answering the questions asked of the people whose house was being designated. He would certainly recommend no change in the document that he prepared and Council should send a message to the Board members as to what they want.

Councilman Espino said that the Board made their recommendation and Council can choose not to accept it.

City Attorney Seiden suggested sending a memorandum to the Historic Preservation Board through the City Clerk that the document is to be included in any correspondence that is sent to any property owner in the City whose property is subject to designation.

The City Attorney clarified for Vice Mayor Ator that the process of notifying the homeowner is already approved and part of the ordinance.

**Councilman Best moved the item, as recommended by the City Attorney, not to amend the language in the Impact of Historic Designation document. Vice Mayor Ator seconded the motion, which carried 5-0 on roll call vote.**

Councilman Best agreed with the City Attorney's suggestion for the City Clerk to send notification to the Board members that this action was taken.

City Attorney Seiden said that the Clerk will prepare a memorandum to the Board.

Mayor Bain added that each Council member should talk with their appointee.

Councilman Espino said that he would like to see the complete designation package and what the resident will receive.

City Attorney Seiden explained that the Board proposed sending a letter. The information regarding the Impact of Historic Designation that Council approved is a fair basis of education for the property owner. He does not feel that the Board will offer more unless they are directed.

Vice Mayor Ator said that she wanted to see what was sent to the property owner last time.

Council **requested** a copy of the complete package of information received by a property owner when their property is being designated, including the new information drafted by the City Attorney, which will be scheduled as an agenda item for the next meeting.

Proposed Letter to Homeowner upon commencement of the Designation process.

Dear Homeowner,

Your house has been placed under consideration for designation as a local historic site.

Designation is based on the following criteria of Section 153.20 of the City of Miami Springs Historic Preservation Ordinance (153).

- (A)(1) *Are associated with distinctive elements of the cultural, social, political, economic, scientific, religious, prehistoric, and/or architectural history that have contributed to the pattern of history in the community, the county, South Florida, the state or the nation;*
- (A)(2) *Are associated with the lives of persons significant in our past;*
- (A)(3) *Embody the distinctive characteristics of a type, period, style, or method of construction or work of a master; or that possess high artistic value, or that represent a distinguishable entity whose components may lack individual distinction;*

In the coming months the history of your house will be researched. You are invited to attend Preservation Board meetings (Usually held the third Thursday of the month at 7:00 p.m. at Miami Springs City Hall) and contribute your knowledge of the history of your house during this time. It would be helpful if you could pull the abstract from your title company and allow us to copy pertinent information.

If your house meets the standards for designation, a public hearing will be scheduled. At that point, you will receive a letter placing a moratorium on building or demolition of the house until the public hearing is held (Not more than 90 days). The public hearing is the time for you to express your opinion on the Designation of your house.

If designation of your house is approved, you will be offered a bronze plaque, at no charge to you. This plaque will identify your home as a historic site.

Sincerely,

---

Mary Ann Goodlett-Taylor, Chairman  
Historic Preservation Board

## IMPACT OF HISTORIC DESIGNATION

It is the public policy of the City to protect, enhance and perpetuate the buildings and structures, improvements, landscape features and archaeological sites and districts which represent distinctive elements of the City's, county's or region's cultural, social, economic, political, scientific, religious, prehistorical or architectural history.

The City complies with its stated public policy by safeguarding historic sites within the City, fostering civic pride by providing education on the accomplishments of the past, and by promoting, protecting, and enhancing individual sites within the City for the attraction and education of City residents and visitors to the Community.

In order to implement and comply with the foregoing public policy of the City, the Historic Preservation Board was created and empowered by the enactment of Code of Ordinance Chapter No. 153 and given the power, authority and jurisdiction to designate, regulate and administer to historic, cultural, archaeological and architectural buildings and structures, improvements, landscape features and sites and districts in the City.

The exercise of the jurisdiction and powers of the Board is mainly concentrated in its authority to "*designate*" individual buildings or structures, improvements, landscape features or sites and districts for historic preservation. The process and procedures of "*designation*" are contained, and more fully explained, within Article III of Code Chapter 153 (Sections 153-20 through 153-26). These provisions should be carefully reviewed by any property owner who is subject to "*designation*" to insure that all appropriate procedures and rights of appeal are followed and provided.

In addition to the foregoing, it is essential that property owners who are subject to

*“designation”* clearly understand the benefits and detriments that are a direct result of *“designation”*.

### **BENEFITS**

- The prestige and recognition derived from being the owner of a designated building or structure, improvement, landscape feature, site or district from local, county, state and federal governments and regulatory agencies.
- The potential availability for the receipt of restoration or improvement grants from governmental entities or regulatory agencies.
- Participation in “official tours” of historically designated and preserved buildings or structures, improvements, landscape features, or sites or districts within the City.
- Possibility of qualifying for “tax relief” from governmental taxing authorities and agencies.
- *“Designation”* may be seen as an enhancement or price increasing factor to potential purchasers of the subject of designation.

### **DETRIMENTS**

- Imposition of an automatic and immediate “moratorium” against any work being performed on or in the subject of designation upon the filing of a Staff Designation Report (Code Section 153-26).
- The requirement to secure a “Certificate of Appropriateness” from the Historic Preservation Board before erecting, altering, restoring, renovating, excavating, moving or demolishing anything in or on the subject of designation (Code Section 153-35).
  - ~ Regular Certificates (Code Section 153-36).
  - ~ Special Certificates (Code Section 153-37).
- Demolition related to anything in or on a subject of designation must be authorized by the issuance of a Special Certificate of Appropriateness by the Historic Preservation Board.

- No building permit shall be issued by any authorized building official for a subject of designation without the issuance of a Certificate of Appropriateness.
- A Certificate to Dig must be issued before any designated archaeological site may be excavated, filled, subjected to tree removal or any other activity that may reveal or disturb the site.
- All work performed pursuant to the issuance of a Certificate of Appropriateness shall strictly conform to the specific requirements of the Certificate which will be subject to verification by a Board representative and an appropriate building official of the City.
- Imposition of a fine of Five Hundred (\$500.00) Dollars a day, the issuance of other civil or criminal penalties, and requirement that all unapproved work be removed, may be authorized against any owner by the Historic Preservation Board for failing to comply with the provisions of Chapter 153.
- Designation may be seen as a "detriment" and price reducing factor to potential purchasers of the subject of designation.

Notwithstanding anything previously contained herein, owners of property that may be subject to designation by the Historic Preservation Board of the City should carefully review Code of Ordinance Chapter No. 153, advise their legal and financial advisors of the proposed designation, and contact any City official or department for any further information or documentation that may be required to fully comprehend the potential impact of Historic Designation.

HISTORIC PRESERVATION BOARD

DESIGNATION SCHEDULE

PROJECT NAME: CAREY - DANT HOUSE

PROJECT ADDRESS: 122 Pinecrest Dr.

Date Accomplished

5-21-09 1. Board or owner petitions for designation.  
(Section 153.21)

5-21-09 2. Board directs staff to write designation report. (Section 153.22 (A))

1-21-10 3. Report is filed with Clerk. MORATORIUM TAKES EFFECT IMMEDIATELY. (Section 153.26)

1-25-10 4. Clerk notifies appropriate parties:  
(Section 153.23 (A) (B))

- a) report has been received ✓
- b) moratorium is in effect ✓
- c) date, time, and place of Board meeting at which a public hearing will be held ✓
- d) transmits copy of designation report ✓

MDBR + RCG.

THUR  
2-4-2010

5. Legal notice of public hearing is published at least 10 days prior to hearing date. (Section 153.24) Sent 1-26-2010

2-18-2010

6. 2/18 AGENDA MAILED FRI, 2-12-2010  
Public hearing is held as advertised. At the hearing the Board must:

- a) allow presentation of all issues
- b) vote to either approve, deny or amend the designation report
- c) reduce decision to writing (a resolution).

✓

7. Copies of resolution and minutes must be sent to appropriate officials as notice of Board's decision. (Section 153.25 (A))

N/A

8. Appeals must be filed within 20 days of written notice. Appeals must be filed in writing with City Clerk and appeal fee paid. (Section 153.45 (A) (B))

N/A

9. Appeals hearing is held before Council at later of two dates: (Section 153.45 (A))

- a) within 60 days of filing appeal, or
- b) at first regular Council meeting after appeal is filed



## *City of Miami Springs, Florida*

The **Miami Springs Historic Preservation Board** met at 7:00 p.m., on Thursday, January 21, 2010 in the Council Chambers at City Hall.

The meeting was called to order at 7:01 p.m.

### **1) Call to Order/Roll Call**

The following were present:

Chairman Mary Ann Goodlett-Taylor  
Vice Chairman Sydney Garton  
Charles M. Hill  
Yvonne Shonberger  
Michael Windrem

Also Present: Deputy City Clerk Suzanne Hitaffer

### **2) Presentation of Sunshine Law DVD**

The Board members viewed the Sunshine Law DVD.

Board member Windrem explained that the most important point that was made is that Board members should convey their ideas or comments on business that may be brought to the Board through City Staff.

### **3) Approval of Minutes: November 19, 2009**

**Vice Chair Garton moved to approve the minutes as written. Board member Windrem seconded the motion, which carried 5-0 on voice vote.**

**4) Old Business:**

**a. Designation of the Carey-Dant House – 122 Pinecrest Drive**

The Board members reviewed and completed the property information sheet on the first page of the report. It was noted that the designation number will change from 1-2009 to 1-2010.

The Board accepted the designation report as amended. The Clerk of the Board will publish notice of the public hearing and prepare a letter notifying the owners and appropriate authorities, as outlined in Code of Ordinance Section §153 – Historic Preservation.

**Board member Hill moved to accept the designation report and schedule the public hearing during the next regular meeting of Thursday, February 18, 2010. Vice Chair Garton seconded the motion, which carried 5-0 on voice vote.**

**5) New Business:**

**a. Pioneer Resident Nomination – William C. Windrem**

Vice Chair Garton **moved** to approve the nomination of William C. Windrem. Board member Windrem seconded the motion, which was carried unanimously on voice vote.

**b. Curb Appeal: None**

**6) Reports/Requests:**

**a. Council Liaison:**

No report.

**b. Board Members**

Chair Goodlett-Taylor reported that Carol Dodgen notified her that she may be selling the Miami Springs Pharmacy because the business is losing money. She informed her that the property must be sold with the historic designation and any changes to the building would require a Certificate of Appropriateness.

Board member Shonberger explained that interior renovations could be made as long as the outside of the structure maintains the historic character.

Board member Windrem stated that from a real estate standpoint, without the historic protection it would be very attractive for a buyer to demolish the building and build a new one according to the current building codes.

Board member Shonberger reported that Movie Night at the Museum is Friday, January 22<sup>nd</sup> at 7:30 p.m. The feature will be on Pueblo architecture and free popcorn and drinks will be served. Admission is \$5.00 for adults and \$2.00 for seniors and children. She also reported on a fundraising raffle to be held in March with proceeds benefiting the Museum. Tickets are \$5.00 each or five for \$20.00.

Chair Goodlett-Taylor asked everyone to remember the devastation in Haiti. She made a donation through her church.

7) **Adjourn**

There was no further business to discuss and the meeting adjourned at 8:03 p.m.

Respectfully Submitted,

  
Suzanne Hitaffer  
Clerk of the Board

Approved as written at meeting of: 2-18-2010

\*\*\*\*\*  
**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*

OFFICE OF THE CITY CLERK  
201 WESTWARD DRIVE  
MIAMI SPRINGS, FL 33166

TELEPHONE:  
305-805-5006  
FAX:  
305-805-5019  
305-805-5028

CERTIFIED MAIL – 7009 1410 0001 6163 2706

January 25, 2010

Juergen and Kimberlee Kortenbach  
122 Pinecrest Drive  
Miami Springs, FL 33166

RE: 122 Pinecrest Drive, Miami Springs, Florida 33166

Dear Property Owners:

This letter is to advise you that this office has received a site designation report on your property, the "Carey-Dant House".

The report, a copy of which is enclosed, will be formally presented to the Historic Preservation Board at a meeting on February 18, 2010 in the Council Chambers, second floor of City Hall, at 7:00 p.m., and a public hearing will be held at that time.

You should also know that, effective with the receipt by this office of the designation report, a moratorium is now in effect on the property described in the report which requires that you do not do either of the following:

- (1) Erect any structure on the subject property,
- (2) Alter, restore, renovate, move, or demolish any portion of the subject property, until such time as final administrative action, as provided by Chapter 153 of the City's Code of Ordinances, is completed.

If you have any questions, or desire to receive a copy of Chapter 153 of the Code of Ordinances, please feel free to contact me at 305.805.5006.

Juergen and Kimberlee Kortenbach

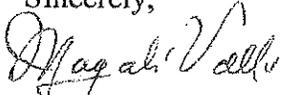
January 25, 2010

Page 2

By copy of this letter, we are notifying the Historic Preservation Board and other required officers and agencies that the designation report has been received.

Again, if you need additional information or documentation, please do not hesitate to contact this office and we shall endeavor to provide accurate and timely information.

Sincerely,



Magali Valls, CMC  
City Clerk

sh

Attachments

cc: City of Miami Springs:

City Council  
City Manager  
Assistant City Manager  
City Attorney  
City Planner  
City Building Official  
Historic Preservation Board members

cc: Clerk of the Board of County Commissioners  
111 N. W. First Street  
Suite 210  
Miami, FL 33128

cc: Miami-Dade County  
Historic & Archeological Resources  
111 N. W. 1<sup>st</sup> Street, Suite 695  
Miami, FL 33128

# **LOCAL DESIGNATION REPORT**

**SITE: CAREY-DANT HOUSE**



**CITY OF MIAMI SPRINGS, FLORIDA  
HISTORIC PRESERVATION BOARD  
2010**

**PREPARED BY: Miami Springs Historic Preservation Board**

**DESIGNATION/RESOLUTION # 01-2010**

**PROPERTY:** CAREY-DANT HOUSE

**LOCATION/ADDRESS:** 122 PINECREST DRIVE, MIAMI SPRINGS,  
FLORIDA

**PROPERTY OWNERS:** JUERGEN & KIMBERLEE KORTENBACH

**ZONING:** R-1B SINGLE FAMILY

**TAX FOLIO NUMBER:** 05-3024-006-2700

**LEGAL DESCRIPTION:** PB 28-11, COUNTRY CLUB ESTATES,  
AMENDED PLAT SECTION 1, LOT 42,  
BLOCK 84

**STRUCTURES:** 4 BEDROOM/3BATH RESIDENCE PLUS  
2 PRIVATE APPURTENANT STRUCTURES

**YEAR BUILT:** 1924

**RATINGS OF AREAS OF SIGNIFICANCE:**

(Based on a scale of 1-3  
With 3 being the highest rating)

3 HISTORY  
3 ARCHITECTURE  
N/A ARCHEOLOGY

**IMPACTS:** CHANGES IN THE EXTERIOR  
OF THE STRUCTURE THAT  
REQUIRE A BUILDING PERMIT  
WILL REQUIRE A CERTIFICATE  
OF APPROPRIATENESS

## SIGNIFICANCE OF SITE

This home was built in 1924 and took two years to complete. It was the 4<sup>th</sup> home built in what was part of Hialeah until it became Country Club Estates in 1926. W. Carey came to the area from Ohio in the 1920's. He was an investor in Hialeah Race Track and this was his winter home. Carey paid approximately \$11,000.00 for the house. It was not typical of the houses built during the Florida Land Boom, most of which were small and built to attract workers and to accommodate retirees needs. It was a custom-built house, designed on a much grander scale, and it included the first swimming pool located in Miami Springs. The 38 ft. long double lap pool was also constructed in 1924.

## HISTORICAL CONTEXT

The home suffered some damage when the 1926 Hurricane hit the area. The well situated on the Carey-Dant property was shared with the Rogerson property located at 22 Pinecrest Drive, the Michael property located at 27 Hunting Lodge Drive and the Lua Curtiss property located at 85 Deer Run. They were the first 4 houses built in Miami Springs. W. Carey's daughter, Betty, met and married Paul, the son of J.W. Dant, a Kentucky bourbon distillery owner. Betty and Paul Dant raised their 4 sons in the home in the 1920's. The current owners, Juergen and Kim Kortenbach purchased the house from the grandson of the original owner. They are the first owners not in the Carey-Dant family. Juergen and Kim have restored and decorated the house themselves with careful attention to the period and style of the home which creates the sensation of a trip back in time.

## ARCHITECTURE

The architectural style is Spanish eclectic, a mix of Spanish Mediterranean, Pueblo Revival and Mission. The architect designed the home to function perfectly in the South Florida climate without our air conditioning by having numerous screened doors and large windows to open and ventilate the home combined with the unusually high ceiling design. The house was also unique to the area as most homes built here in the 1920's had flat parapet roofs. This one originally boasted a tall, pitched, Italian blue and green barrel-tiled roof. Today there are cobalt blue shutters on the front of the house that have been color matched to the original 1920's trim color. Also unique to this particular home are the more generously scaled rooms and sizable closets which was rare for the time.

The courtyard has the original 1920's fountain which leads to the spacious covered porch with 5 sets of transom windowed French doors. The original screen doors have been restored. The vaulted pecky cypress ceiling of the living room and the old-Spanish flavor of the 36 inch plaster caravel ship over the fireplace mantel and the heavily textured Tiffany plastered walls are original.

## ARCHEOLOGY

Not Applicable

## STANDARDS FOR CERTIFICATE OF APPROPRIATENESS

The standards will follow the general guidelines as recommended for historic properties as detailed in *The Secretary of the Interior's Standards for the Treatment of Historic Properties* as developed in 1922 and codified as 36CFR Part 68 in the July 12, 1995, *Federal Register* (Vol. 60, No.133).

### CRITERIA FOR DESIGNATION

The Carey-Dant House designation is based on the following criteria of Section 153.20 of the *City of Miami Springs Historic Preservation Ordinance* (153).

- (A)(1) *Are associated with distinctive elements of the cultural, social, political, economic, scientific, religious, prehistoric, and architectural history that have contributed to the pattern of history in the community, the county, South Florida, the state or the nation;*
- (A)(2) *Are associated with the lives of persons significant in our past;*
- (A)(3) *Embody the distinctive characteristics of a type, period, style, or method of construction or work of a master; or that possess high artistic value, or that represent a distinguishable entity whose components may lack individual distinction;*

### DESIGNATION RECOMMENDATION

The recommendation is that the Historic Preservation Board of the City of Miami Springs designates the Carey-Dant House. The designation of the above property is based on architecture, historical and contextual significance.

### BIBLIOGRAPHY (If applicable)

DATE \_\_\_\_\_

\_\_\_\_\_  
Signature of Chairman or  
Vice-Chairman of the  
Miami Springs Preservation Board

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

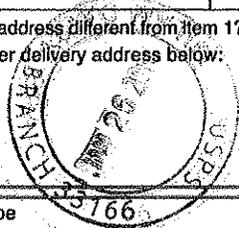
A. Signature  Agent  Addressee  
 X *[Signature]*

B. Received by (Printed Name) \_\_\_\_\_ C. Date of Delivery \_\_\_\_\_

D. Is delivery address different from item 1?  Yes  
 if YES, enter delivery address below:  No

3. Service Type  
 Certified Mail  Express Mail  
 Registered  Return Receipt for Merchandise  
 Insured Mail  C.O.D.

4. Restricted Delivery? (Extra Fee)  Yes



1. Addressed to:  
 Juergen + Kimberlee Kortenbach  
 122 Pinecrest Drive  
 MIAMI SPRINGS, FL  
 33166

2. Article Number (Transfer from service it) 7009 1410 0001 6163 2706

PS Form 3811, August 2001 Domestic Return Receipt 2ACPRI-03-Z-0985 (ICE) MAIL RECEIPT (Domestic Mail Only. No Insurance Coverage Provided)

7009 1410 0001 6163 2706

For delivery information visit our website at www.usps.com

**OFFICIAL USE**

CLERIK Postage	\$ 1.00	0119
Certified Fee	\$ 2.50	
Return Receipt Fee (Endorsement Required)	\$ 2.00	
Restricted Delivery Fee (Endorsement Required)	\$ 0.00	
Total Postage & Fees	\$ 6.00	01/27/2001

Postmark Here

Sent To Juergen + Kimberlee Kortenbach  
 Street, Apt. No. or PO Box No. 122 Pinecrest Drive  
 City, State, ZIP+4 MIAMI SPRINGS, FL 33166

7009 1410 0001 6163 2706

U.S. Postal Service CERTIFIED MAIL RECEIPT (Domestic Mail Only. No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com

**OFFICIAL USE**

CLERIK Postage	\$ 1.00	
Certified Fee	\$ 2.50	
Return Receipt Fee (Endorsement Required)	\$ 2.00	
Restricted Delivery Fee (Endorsement Required)	\$ 0.00	
Total Postage & Fees	\$ 6.00	

Postmark Here

Sent To Juergen + Kimberlee Kortenbach  
 Street, Apt. No. or PO Box No. 122 Pinecrest Drive  
 City, State, ZIP+4 MIAMI SPRINGS, FL 33166

# 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  
V. PEREZ, who on oath says that he or she is the  
LEGAL CLERK, 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  
PUBLIC HEARING FOR 2/18/2010

in the XXXX Court,  
was published in said newspaper in the issues of

02/04/2010

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.

*V. Perez*  
\_\_\_\_\_

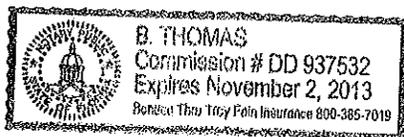
Sworn to and subscribed before me this

04 day of FEBRUARY, A.D. 2010

*B. Thomas*  
\_\_\_\_\_

(SEAL)

V. PEREZ personally known to me



## CITY OF MIAMI SPRINGS, FLORIDA PUBLIC HEARING

The Miami Springs Historic Preservation Board will conduct a public  
hearing during its regular meeting to be held on Thursday, February 18,  
2010 at 7:00 p.m., regarding local historic designation as a historic site of  
the "Carey-Dant" house, 122 Pinecrest Drive, Miami Springs, Florida.

Anyone wishing to offer verbal or written comment regarding the  
proposed designation may do so at the public hearing which will be held  
in the Council Chambers at Miami Springs City Hall, 201 Westward  
Drive, Miami Springs, FL 33166.

Magali Valls, CMC  
City Clerk

2/4

10-3-143/1402183M

*\$50.75*

RIVER CITIES GAZETTE  
Dolphin Publishing Company  
PUBLISHED WEEKLY  
MIAMI—DADE—FLORIDA

STATE OF FLORIDA )  
COUNTY OF DADE ) SS:

Before the undersigned authority personally appeared

*Thomas W. Curtis*

who on oath says that he/she is

*Publisher*

of the River Cities Gazette, a weekly newspaper published at Miami in Dade County, Florida; that the attached copy of advertisement was published in said newspaper in the issue(s) of

*Feb. 4<sup>th</sup>, 2010*

Affiant further says that the said the River Cities Gazette is a newspaper published at Miami, in the said Dade County, Florida, and that the said newspaper has heretofore been continuously published in said Dade County, Florida for a period of one year preceding the first publication of the attached copy of advertisement; that the said newspaper has been entered as second class mail matter each week; and affiant further says that he 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.

*[Signature]*

Sworn to and subscribed before me this 4<sup>th</sup> day of

Feb. A.D. 2010

*[Signature]*

My commission Expires:

\*\*\*\*\*  
MARIA ESTEVEZ  
Comm# DD0559304  
Expires 6/18/2010  
Florida Notary Assn. Inc  
\*\*\*\*\*



# CITY OF MIAMI SPRINGS PUBLIC HEARING

The Miami Springs Historic Preservation Board will conduct a public hearing during its regular meeting to be held on Thursday, February 18, 2010 at 7:00 p.m., regarding local historic designation as a historic site of the "Carey-Dant" house, 122 Pinecrest Drive, Miami Springs, Florida.

Anyone wishing to offer verbal or written comment regarding the proposed designation may do so at the public hearing which will be held in the Council Chambers at Miami Springs City Hall, 201 Westward Drive, Miami Springs, FL 33166.

Magali Valls, CMC  
City Clerk

PUBLISHED: FEBRUARY 4, 2010.

\$70.00



**Agenda**  
**Historic Preservation Board**  
**Thursday, February 18, 2010**  
**7:00 p.m.**

\*\*\*\*\*

Mary Ann Goodlett-Taylor, Chairman  
Sydney Garton, Vice Chairman  
Charles M. Hill  
Yvonne Shonberger  
Michael Windrem

\*\*\*\*\*

1. Call to Order/Roll Call
2. Approval of Minutes: January 21, 2010
3. Public Hearing:
  - a) Resolution – A Resolution of the City of Miami Springs Historic Preservation Board Accepting and Approving the Designation Report for the Carey-Dant House; Designating the Subject Property as a Local Historic Site; Specifying the Authorization and Requirements of Designation; Providing an Effective Date
4. Old Business
5. New Business
6. Reports/Requests:
  - a) Council Liaison
  - b) Board Members
7. Adjourn

Next Meeting: Thursday, March 18, 2010



## *City of Miami Springs, Florida*

The **Miami Springs Historic Preservation Board** met at 7:00 p.m., on Thursday, February 18, 2010 in the Council Chambers at City Hall.

The meeting was called to order at 7:00 p.m.

### **1) Call to Order/Roll Call**

The following were present:

Chairman Mary Ann Goodlett-Taylor  
Vice Chairman Sydney Garton  
Charles M. Hill  
Yvonne Shonberger  
Michael Windrem

Also Present: Deputy City Clerk Suzanne Hitaffer

### **2) Approval of Minutes:**

#### **2a. January 21, 2010**

**Vice Chair Garton moved to approve the minutes as written. Board member Hill seconded the motion, which carried 5-0 on voice vote.**

### **3. Public Hearing:**

- a) Resolution – A Resolution of the City of Miami Springs Historic Preservation Board Accepting and Approving the Designation Report for the Carey-Dant House; Designating the Subject Property as a Local Historic Site; Specifying the Authorization and Requirements of Designation; Providing an Effective Date

Chair Goodlett-Taylor read the resolution by title. She opened the public hearing to anyone wishing to speak.

Kimberlee Kortenbach of 122 Pinecrest Drive stated that the property had always been zoned multi-family because it has a detached guest house that was built in 1924. She is concerned because the property information on the miamidade.gov website and the designation report show that the property is zoned as a single family residence.

Mrs. Kortenbach explained that she and her husband totally support historic preservation, but they are concerned about the additional restrictions. She has seen what happens when homes are destroyed during hurricanes and how long it takes to repair them without having to go before an additional board to get approval.

Mrs. Kortenbach is also concerned because they have two young children and should something happen that would require the sale of the home they would not want historic preservation to be a deterrent. She felt that there is a stigma attached to historic homes that frightens people from purchasing them. Their home is their largest investment and the restrictions could affect the market value of the home.

Board member Shonberger explained that the historic preservation ordinance only requires approval of a Certificate of Appropriateness when there are changes to the exterior structure of the home.

Board member Windrem said that from a real estate standpoint a historic home is more difficult to market, but it is not difficult or impossible to make improvements.

Board member Shonberger further explained the process for acquiring approval to make changes to historic homes.

Mrs. Kortenbach relayed past experiences with the City when trying to make repairs to the doors on the front of the house, which took nine months. Because her husband is an engineer, he was able to get approval for the doors to open in because the porch overhang is so deep. They also had difficulty getting approval to replace the original front gate and reconstruct the garage.

Mrs. Kortenbach could foresee having to make improvements to the guest house to accommodate her mother who is ill. She wants a better understanding of what historical designation means.

Board member Windrem said that there were plenty of historic homes that have added on space or made emergency repairs and some people are interested in buying historic homes.

To answer Mrs. Kortenbach's question, Board member Shonberger stated that there could be some tax benefit for historic homes and there are low interest loans or grants for restoration. Her experience with her historic home has been very good. The only problem is related to demolition of a historic home.

Mrs. Kortenbach reiterated her concern about a hurricane damaged home because she knows it is less expensive to rebuild than to restore.

Mr. Kortenbach added that the designation of the home at 851 Hunting Lodge Drive seems to be getting in the way of the sale of the property.

Further discussion ensued regarding the problems associated with the Hequembourg House at 851 Hunting Lodge Drive.

Vice Chair Garton explained that during her tenure on the Board for more than nine years there were many people who were granted a Certificate of Appropriateness.

Board member Shonberger shared her experience when she and her husband bought their historic home, "The Alamo" at 85 Deer Run.

Mrs. Kortenbach stated that the certified letter notifying her that the Board was going to designate her home made her feel defensive and she would have liked to have been notified personally.

Chair Goodlett-Taylor asked the Board if they were ready to make a decision to officially designate and protect the house. She reiterated that any changes to the exterior of the home, once it is designated, will require approval of a Certificate of Appropriateness. She feels that it is a unique historic house and should be designated.

Board member Shonberger suggested verifying that the property is actually multi-family and changing that information in the designation report.

Vice Chair Garton explained that the problem is with the County; she has the same problem with her property.

Mrs. Kortenbach emphasized that she had never received a tax bill that indicated the property was zoned single family. She said that the County must have recently made this change.

Vice Chair Garton stated that it is a conflict with the zoning Code of Miami Springs by not being single family.

Mrs. Kortenbach stated that she prefers multi-family zoning because it increases the value of her home.

Further discussion ensued regarding the legal description and zoning for the property.

To answer Board member Shonberger's question, the Clerk of the Board clarified that she verified the property was zoned single-family on the miamidade.gov website. She said that the City Planner could verify the property is zoned single-family.

Board member Windrem agreed that the question regarding zoning could be answered by the City Planner and the County.

Vice Chair Garton reiterated that there is a conflict between the County and the City. She has the same problem with her property because the information on the miamidade.gov website has always indicated her property is multi-family and she pays double water, sewer, garbage and trash fees.

Mrs. Kortenbach continued to explain her concern about the zoning of the property.

Further discussion ensued about having a detached living quarter in a single-family district.

Board member Hill suggested asking the City Attorney for an opinion.

**Board member Shonberger moved to table the resolution pending verification of the correct zoning. Vice Chair Garton seconded the motion.**

Board member Shonberger suggested that Mr. and Mrs. Kortenbach should contact the Miami-Dade County Tax Assessor to explain that the property has been multi-family since 1924.

Further discussion ensued.

Vice Chair Garton explained that the designation report indicates R-1B zoning and eliminating the words single family from the report would solve the problem. Mr. and Mrs. Kortenbach could then follow through with the County to resolve the zoning problem as they wish.

Board member Shonberger reassured Mr. and Mrs. Kortenbach that there are people who want to purchase historic homes, which are advertised in the "Historic Preservation" magazine.

There were no additional speakers and the public hearing was closed.

**Board member Shonberger withdrew the motion on the floor. Vice Chair Garton withdrew the second.**

**Board member Shonberger moved to strike the language "single family" from the zoning portion of the designation report. Vice Chair Garton seconded the motion, which carried unanimously on voice vote.**

**Board member Windrem moved to approve the resolution designating the property. Board member Hill seconded the motion, which carried 5-0 on roll call vote.**

Board member Hill thanked Mr. and Mrs. Kortenbach for preserving and beautifying their home. He hoped that they would consider the designation as an honor.

Board member Shonberger explained that the designation is part of the history of Miami Springs, which will always be in the official records. She added that the home now qualifies for a beautiful designation plaque.

#### **4. Old Business**

The Clerk of the Board reported that Recreation Director Omar Luna was charged with the task of ordering the memorial plaque for Dr. James and the designation plaques for the Golf Course.

Board member Hill referred to correspondence dated November 2009 requesting more information regarding the ownership of the War Memorial at the Circle.

Further discussion ensued about the monument and the six war veterans whose names are on the plaque. The Clerk of the Board explained that when the question was raised she referred it to Chair Goodlett-Taylor who responded at the time; it is no longer an issue.

## 5. New Business

Chair Goodlett-Taylor announced that Ana May Carter owns the historic house located at 166 South Melrose, which is a mission frame house that was built in the 1920's that is covered in Perma-Stone. They are worried about losing the home and want to designate it before anything happens to it. She advised the owners to come to City Hall to get the designation papers.

The Clerk of the Board explained that the City Clerk's office does not have an application for historic designation. It is the responsibility of the Historic Preservation Board to complete the designation report.

Board member Shonberger advised Ana May Carter, who was in the audience, that she should try to obtain the abstract for the property from the title company. It will show the history of the house.

Ana May Carter of 166 South Melrose Drive said that she is requesting the assistance of the Board to preserve her home. She obtained copies of recorded warranty deeds for the property from the County's records, which were submitted to the Board (attached for the record).

Board member Shonberger advised Ms. Carter that the Board has the designation form. She explained that the information that she submitted will help to complete the report.

Further discussion ensued regarding the Carter family and the features of their home located at 166 South Melrose.

To answer Board member Windrem's question, Ms. Carter stated that her brother is staying at the property, but she is staying elsewhere because there is no electricity in the house even though there is running water. She clarified that the house was condemned in July 2008 by the City of Miami Springs because it is in bad condition. There is no roof or floor in the house, with the exception of the northeast bedroom. The front porch is still in tact.

Further discussion ensued regarding the information in the warranty deeds.

Board member Shonberger asked if Ms. Carter had any expectation of being able to repair the home.

Ms. Carter responded that she did not know if she is able to repair the home, but she hopes to save it. The house is termite ridden and there has always been a problem with the roof.

Board member Windrem advised Ms. Carter that the historic designation would not stop the condemnation process. He asked her to consider how she wants to proceed.

Board member Shonberger asked Ms. Carter to think about the matter and to come before the Board at their next meeting on March 18<sup>th</sup> to let them know how she wants to proceed.

To answer Board member Hill's question, Ms. Carter stated that she is not financially able to improve the property and return it to habitability. She hopes to be able to be able to repair the home over time. She will come to the next meeting on March 18, 2010.

**6. Reports/Requests:**

a) Council Liaison

No report.

b) Board Members

Board member Shonberger reported that there will be a wine and cheese party at the Miami Springs Historical Museum on Friday, March 19<sup>th</sup> at 7:30 p.m. when the drawing for the raffle will take place. Wine will be served from historic airline glasses.

Board member Hill submitted the following addresses for Curb Appeal recognition: 296 Apache Street, 1001 Dove Avenue, 1281 Dove Avenue, 1651 Hammond Drive, 290 North Esplanade, 1251 Quail Avenue, 1291 Redbird Avenue, 1190 Thrush Avenue and 1255 Thrush Avenue.

Board member Windrem stated that his father is very excited about becoming a Pioneer Resident. He challenged the Board members to identify more Pioneers.

**7. Adjourn**

There was no further business to discuss and the meeting adjourned at 8:32 p.m.

Respectfully Submitted,

Suzanne Hitaffer  
Clerk of the Board

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.**  
\*\*\*\*\*

**RESOLUTION HP 1-2010**

**A RESOLUTION OF THE CITY OF MIAMI  
SPRINGS HISTORIC PRESERVATION BOARD  
ACCEPTING AND APPROVING THE  
DESIGNATION REPORT FOR THE CAREY-  
DANT HOUSE; DESIGNATING THE SUBJECT  
PROPERTY AS A LOCAL HISTORIC SITE;  
SPECIFYING THE AUTHORIZATION AND  
REQUIREMENTS OF DESIGNATION;  
PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, at the meeting of January 21, 2010, the City of Miami Springs Historic Preservation Board unanimously approved a motion to start the designation process for the Carey-Dant House located at 122 Pinecrest Drive, which is legally described as:

Lot 42, Block 84, of Country Club Estates,  
Amended Plat Section 1,  
According to the Plat Thereof,  
As recorded in Plat Book 28,  
Page 11, of the Public Records of  
Miami-Dade County, Florida

**WHEREAS**, the Carey-Dant House was constructed in 1924, and was approximately the fourth home built in what was then known as "Hialeah" and then became Country Club Estates in 1926; and,

**WHEREAS**, the architectural style of the house is Spanish eclectic, which is a mix of Spanish, Mediterranean, Pueblo Revival and Mission and the courtyard has the original 1920's fountain, leading to a spacious covered porch with five sets of transom windowed French doors; and,

**WHEREAS**, the property for designation is a custom-built four bedroom/three bath home that was designed to function perfectly in the south Florida climate with numerous screened doors and large windows, combined with unusually high ceilings and a 38-foot long double lap swimming pool; and,

**WHEREAS**, the original owner, W. Carey, was an investor in the Hialeah Race Track and this was his winter home; and,

**WHEREAS**, the Historic Preservation Board has determined that the house is significant in the areas of history and architecture; and,

**WHEREAS**, the subject property of the designation is located within the boundaries and jurisdiction of the City of Miami Springs, Florida; and,

**WHEREAS**, following appropriate review of the designation documentation at a properly noticed public hearing, the City of Miami Springs Historic Preservation Board has determined that the designation of the Carey-Dant House is both proper and appropriate,

**NOW, THEREFORE, BE IT RESOLVED BY THE MIAMI SPRINGS HISTORIC PRESERVATION BOARD:**

**Section 1:** That the designation report submitted on the Carey-Dant House is hereby accepted and approved as submitted, following a public hearing on the same which was held on Thursday, February 18, 2010.

**Section 2:** That the Carey-Dant House located at 122 Pinecrest Drive, Miami Springs, Florida, which is legally described below, is hereby designated as a local historic site;

Lot 42, Block 84, of Country Club Estates,  
Amended Plat Section 1,  
According to the Plat Thereof,  
As recorded in Plat Book 28,  
Page 11, of the Public Records of  
Miami-Dade County, Florida

**Section 3:** That the aforesaid designation of the Carey-Dant House is authorized by the provisions contained within Chapter 153 of the City of Miami Springs Code of Ordinances, which further subjects the designated property to all rights, privileges and requirements contained therein.

**Section 4:** That this resolution and the designation contained herein, shall take effect immediately upon adoption.

**PASSED AND ADOPTED** by the Historic Preservation Board of the City of Miami Springs, Florida this 18<sup>th</sup> day of February, 2010.

Motion to adopt the foregoing resolution was offered by Board member Windrem, seconded by Board member Hill, and on roll call the following vote ensued:

Vice Chair Sydney Garton	"aye"
Charles M. Hill	"aye"
Yvonne Shonberger	"aye"
Michael Windrem	"aye"
Chairman Mary Ann Goodlett-Taylor	"aye"

*Mary Ann Goodlett-Taylor*  
 \_\_\_\_\_  
 Mary Ann Goodlett-Taylor  
 Chairman

**ATTEST:**

*Suzanne Hitaffer*  
 \_\_\_\_\_  
 Suzanne Hitaffer  
 Clerk of the Board



# LOCAL DESIGNATION REPORT

## SITE: CAREY-DANT HOUSE



**CITY OF MIAMI SPRINGS, FLORIDA  
HISTORIC PRESERVATION BOARD  
2010**

PREPARED BY: Miami Springs Historic Preservation Board

DESIGNATION/RESOLUTION # 01-2010

**PROPERTY:** CAREY-DANT HOUSE

**LOCATION/ADDRESS:** 122 PINECREST DRIVE, MIAMI SPRINGS,  
FLORIDA

**PROPERTY OWNERS:** JUERGEN & KIMBERLEE KORTENBACH

**ZONING:** R-1B

**TAX FOLIO NUMBER:** 05-3024-006-2700

**LEGAL DESCRIPTION:** LOT 42, BLOCK 84, OF COUNTRY CLUB  
ESTATES, AMENDED PLAT SECTION 1,  
ACCORDING TO THE PLAT THEREOF,  
AS RECORDED IN PLAT BOOK 28,  
PAGE 11, OF THE PUBLIC RECORDS OF  
MIAMI-DADE COUNTY, FLORIDA

**STRUCTURES:** 4 BEDROOM/3BATH RESIDENCE PLUS  
2 PRIVATE APPURTENANT STRUCTURES

**YEAR BUILT:** 1924

**RATINGS OF AREAS OF SIGNIFICANCE:**

(Based on a scale of 1-3  
With 3 being the highest rating)

3	HISTORY
3	ARCHITECTURE
N/A	ARCHEOLOGY

**IMPACTS:** CHANGES IN THE EXTERIOR  
OF THE STRUCTURE THAT  
REQUIRE A BUILDING PERMIT  
WILL REQUIRE A CERTIFICATE  
OF APPROPRIATENESS

## SIGNIFICANCE OF SITE

This home was built in 1924 and took two years to complete. It was the 4<sup>th</sup> home built in what was part of "Hialeah" until it became Country Club Estates in 1926. W. Carey came to the area from Ohio in the 1920's. He was an investor in Hialeah Race Track and this was his winter home. Carey paid approximately \$11,000.00 for the house. It was not typical of the houses built during the Florida Land Boom, most of which were small and built to attract workers and to accommodate retirees' needs. It was a custom-built house, designed on a much grander scale, and it included the first swimming pool located in Miami Springs. The 38 ft. long double lap pool was also constructed in 1924.

## HISTORICAL CONTEXT

The home suffered some damage when the 1926 Hurricane hit the area. The well situated on the Carey-Dant property was shared with the Rogerson property located at 22 Pinecrest Drive, the Michael property located at 27 Hunting Lodge Drive and the Lua Curtiss property located at 85 Deer Run. They were the first 4 houses built in Miami Springs. W. Carey's daughter, Betty, met and married Paul, the son of J.W. Dant, a Kentucky bourbon distillery owner. Betty and Paul Dant raised their 4 sons in the home in the 1920's. The current owners, Juergen and Kim Kortenbach purchased the house from the grandson of the original owner. They are the first owners not in the Carey-Dant family. Juergen and Kim have restored and decorated the house themselves with careful attention to the period and style of the home which creates the sensation of a trip back in time.

## ARCHITECTURE

The architectural style is Spanish eclectic, a mix of Spanish Mediterranean, Pueblo Revival and Mission. The architect designed the home to function perfectly in the South Florida climate without air conditioning by having numerous screened doors and large windows to open and ventilate the home combined with the unusually high ceiling design. The house was also unique to the area as most homes built here in the 1920's had flat parapet roofs. This one originally boasted a tall, pitched, Italian blue and green barrel-tiled roof. Today there are cobalt blue shutters on the front of the house that have been color matched to the original 1920's trim color. Also unique to this particular home are the more generously scaled rooms and sizable closets which were rare for the time.

The courtyard has the original 1920's fountain which leads to the spacious covered porch with 5 sets of transom windowed French doors. The original screen doors have been restored. The vaulted pecky cypress ceiling of the living room and the old-Spanish flavor of the 36 inch plaster caravel ship over the fireplace mantel and the heavily textured Tiffany plastered walls are original.

## ARCHEOLOGY

Not Applicable

## STANDARDS FOR CERTIFICATE OF APPROPRIATENESS

The standards will follow the general guidelines as recommended for historic properties as detailed in *The Secretary of the Interior's Standards for the Treatment of Historic Properties* as developed in 1922 and codified as 36CFR Part 68 in the July 12, 1995, *Federal Register* (Vol. 60, No.133).

### CRITERIA FOR DESIGNATION

The Carey-Dant House designation is based on the following criteria of Section 153.20 of the *City of Miami Springs Historic Preservation Ordinance* (153).

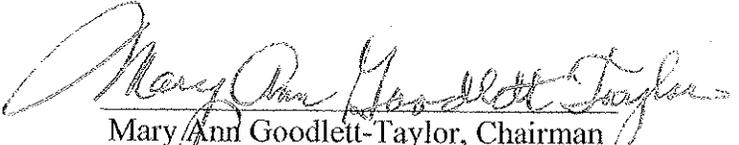
- (A)(1) *Are associated with distinctive elements of the cultural, social, political, economic, scientific, religious, prehistoric, and architectural history that have contributed to the pattern of history in the community, the county, South Florida, the state or the nation;*
- (A)(2) *Are associated with the lives of persons significant in our past;*
- (A)(3) *Embody the distinctive characteristics of a type, period, style, or method of construction or work of a master; or that possess high artistic value, or that represent a distinguishable entity whose components may lack individual distinction;*

### DESIGNATION RECOMMENDATION

The recommendation is that the Historic Preservation Board of the City of Miami Springs designates the Carey-Dant House. The designation of the above property is based on architecture, historical and contextual significance.

### BIBLIOGRAPHY (If applicable)

DATE 2-18-2010

  
Mary Ann Goodlett-Taylor, Chairman  
Miami Springs Historic Preservation Board





**CITY OF MIAMI SPRINGS, FLORIDA  
MEMORANDUM**

**TO:** James R. Borgmann, City Manager *JRB*  
**FROM:** Suzanne Hitaffer, Deputy City Clerk *S. Hitaffer*  
**VIA:** Magali Valls, City Clerk *Magali Valls*  
**DATE:** January 7, 2011.

**SUBJECT: Board Recommendations**

\*\*\*\*\*

Based on the actions taken at their meeting of January 5, 2011, Chairman Trowbridge outlined the following issues that the Board members wanted to discuss with Council:

- Define and expand the role of the Architectural Review Board
- Approve the Architectural Review Board's involvement with the Consultant
- Involve the Architectural Review Board in the Style Guide for the City
- Assist with existing projects under consideration
- Assist with the design at the Golf and Country Club

**Vice Chair Fleischman moved to recommend the five items as stated by the Chairman. Board member Calvo seconded the motion, which carried unanimously on voice vote.**

O:\3\Architectural Review Board\Memo to City Manager from the ARB - 1-7-2011.doc

**Agenda Item No.**

**City Council Meeting of:**

1-24-2011

*JRB*

**Excerpts: January 5, 2011 Architectural Review Board Meeting**

**3) Old Business:**

**A) Scope of work of Consultants Calvin, Giordano and Associates/Proposed Presentation to the Architectural Review Board**

The Chairman stated that he invited Vice Mayor Jennifer Ator to come tonight and comment about the desire of the Board to meet with a representative of the consultant firm Calvin, Giordano and Associates.

Mr. Trowbridge thought that the work the Consultants are doing has an impact on the work that the Architectural Review Board had done and possibly some of the other advisory boards. He suggested that maybe the Consultants could make a presentation to several boards; this could be a compromise, because the Architectural Review Board has some questions for them.

Board member Plasencia replied that he does not have a specific question, but when the consultants are making proposals to the City Council that have something to do with the design of any component of the City, somehow it should be reviewed by the Architectural Review Board in order to be able to give an opinion that would go back to the Council.

Chairman Trowbridge agreed with Mr. Plasencia that the Architectural Review Board could react to the Consultant's proposals, which could even affect the signage.

Board member Plasencia explained that Board member Calvo had brought it up in the past that it would be a good idea for the Architectural Review Board to be involved with all issues that have anything to do with aesthetics, urban planning, lighting, signage, etc.

Chairman Trowbridge recalled what happened with the new Recreation Center because the Architectural Review Board did not participate in the project, even though the Board was active at that time. There is still some clarification to be made as to the specific role of this Board.

The Chairman said that the Board had discussed writing a letter to the City Council at the last meeting and the letter could explain that the Board would like to be a part of the process.

Board member Plasencia expressed his concern about the approval of the Signage Proposal Presentation that they made before the Council.

The Chairman asked the Board members about the contract between the Consulting firm and the City of Miami Springs and if there was anything that should be discussed. He suggested that the members could review the contract to see if there are any points that are of interest that could be added to the Board's request to Council.

Board member Calvo said that the contract had been finalized and the question now is how the Board can fit in and be useful in the process.

Chairman Trowbridge welcomed Board Liaison Ator and explained that the Board was crafting the language that will be used to write a letter to the Council to let them know that the Architectural Review Board would like to be useful in the revitalization process with the Consultants.

Board Liaison Ator said that it is a very gracious offer for the Architectural Review Board to spend some time with Calvin, Giordano and Associates. She said that the Council voted to have a Committee to work with the Consultants, but she is not sure that it is totally defined yet. They are planning on having meetings and those meetings will be noticed. She said that the Architectural Review Board is welcome to attend and share their ideas, as long as the meeting is noticed.

Chairman Trowbridge reiterated that maybe two or three Boards could be potentially impacted by the work of the Consultants and they could all meet together with proper notice.

Board Liaison Ator explained that the limitation that was suggested really came from the Clerk's Office in the recording of the comments of the people who speak. It becomes challenging for the Clerk's Office to record the meeting outside of the Chambers as they are required to do. Those are not things that cannot be overcome, so the Clerk's Office is ready to do just about anything because they are so willing to work with Council. If the Architectural Review Board decides they want to notice their meeting with the Consultants and the Ad-Hoc Committee they could do that.

Chairman Trowbridge recognized that the scope of the Architectural Review Board is undefined in the ordinance and they are going through the process of finding things they could be useful for. They felt that they could have been involved with the Community Center and other projects. He said that the process could be like a germination of the Board and suggested that some of the staff of the City and some of the elected officials probably do not know how to utilize the Architectural Review Board, although the Vice Mayor has a better idea.

Board Liaison Ator explained how the Council retained the Consulting firm. She said that it was a global retainer and Calvin, Giordano & Associates presented separate scopes of work and then Council negotiated the best price for the individual projects, which they could pick and choose from. She recognized that the economy is so bad that the Consultants were willing to work with Council under these conditions, which was wonderful for the City, although some of the recommendations crossed over a lot of the work that the Architectural Review Board had done.

Board Liaison Ator commented that there was a lot of push back from the Council because they told the Consultants that there were well respected and qualified people who had worked hard and that work should not be redone. There were three different proposals; one was approved and the other two were sent back.

Vice Mayor Ator emphasized that Council discussed the work that the Architectural Review Board had done and they have a lot of respect and appreciation for the members.

Board member Plasencia asked if the three different proposals of the Consultants were about design.

Board Liaison Ator replied that there were three proposals from Calvin Giordano & Associates and one included signage, street lamps and many items related to Downtown that encompassed a broad scope. Another proposal was for rewriting the Code, which Council approved. After Calvin, Giordano & Associates were hired they came back with their recommendations for how to proceed based on input from the community. She explained that Council really wants a color palette because there is an opportunity for grant funds for painting buildings Downtown, although the color palette that was approved cannot be found. She recognized that this is an immediate need.

Chairman Trowbridge said that the next agenda item deals with the style guide, which was brought up by Board member Plasencia at a previous meeting. This is the next process for the Architectural Review Board and perhaps they could meet with the consultants in order to be as helpful as possible.

Board member Plasencia stated that it would be natural for the Architectural Review Board to review the design plans and proposals.

Board Liaison Ator explained that she does not oppose Mr. Plasencia's suggestion, but there was a question as to whether or not another committee was needed. There were many business owners who wanted the committee and to give their input. She felt that it was important for those people who wanted to be involved to have a voice and after some compromise, the vote to establish an Ad-Hoc committee passed by a 3-2 vote of Council. The opposing Council members felt that another committee would slow down the process and that people wishing to express their opinions should bring them to Council.

Chairman Trowbridge reiterated that the Architectural Review Board would like to be useful in any way possible and that it could help to flush out the long-term role of the Board.

Board Liaison Ator said that Calvin, Giordano & Associates have an impressive office in Broward County and that it might be possible for the Architectural Review Board members to introduce themselves independently or have the City Clerk set up an appointment with them.

Board member Calvert was under the impression that the Architectural Review Board members wanted to have more input and responsibility. The ordinance clarifies that the

Board was created to review, discuss and make recommendations in an advisory capacity to the City Council in all matters related to architectural and design ordinances, issues and policies of the City.

Board Liaison Ator explained the functions of the various advisory boards and she cited the Education Advisory Board as a board that makes very comprehensive recommendations that are considered and approved by Council. She felt that there are ways that the Architectural Review Board can use their role to their advantage, although there might not be a way to give them more authority.

Chairman Trowbridge said that the Architectural Review Board would like an expanded role, not more power, so that they can be more proactive.

Board Liaison Ator clarified that this Council wanted the advisory boards to play a more active role in their decision making.

Board member Plasencia said that the Architectural Review Board must meet together in public to discuss Calvin, Giordano's recommendations, which would lengthen the process. As an architect, he knows that the most important process is the design, which takes time.

Board Liaison Ator explained her role as a Council member and that she had always been an advocate for giving people a voice and not rushing to judgment.

The Chairman stated that the Architectural Review Board members do not want to slow down the process; they want to be a resource in the process. He recognized that they would like to be engaged and involved within the timeframe, which might require them to attend the Council meetings when the discussions are taking place so that they can speak to an issue.

Board Liaison Ator explained that everyone is welcome to speak during Open Forum or they can speak about a specific agenda item. The Council agendas and back-up documents are posted on the website and it is now more user-friendly.

Board member Calvo asked if there is a way for the Architectural Review Board to work with the City on small projects, such as the painting of the building at the tennis center, which was painted in a glossy primary green. He felt that it would take minimal time for the Board to help in the decision making process. Even though this is a minor incident, they all add up to a beautiful City.

Board member Plasencia added that there must be a unified vision for the City. The funds are being spent on various projects, such as the lights on Royal Poinciana that look unprofessional.

Further discussion ensued about the bike path lighting design and how the Architectural Review Board could have helped with that process.

Board Liaison Ator explained that the advisory board minutes are presented to Council for information and when they include recommendations they are placed on the Council agenda for consideration. She will ask for the recommendations of the Architectural Review Board to be placed on the agenda. She added that it would be helpful for the board members to attend the meeting or to simply ask to be placed on the next agenda for January 24<sup>th</sup>.

Chairman Trowbridge outlined the following issues that the Board members wanted to discuss with Council:

- Define and expand the role of the Architectural Review Board
- Approve the Architectural Review Board's involvement with the Consultant
- Involve the Architectural Review Board in the Style Guide for the City
- Assist with existing projects under consideration
- Assist with the design at the Golf and Country Club

**Vice Chair Fleischman moved to recommend the five items as stated by the Chairman. Board member Calvo seconded the motion.**

Discussion ensued about the availability of the members to attend an upcoming Council meeting and they agreed on January 24<sup>th</sup>.

**The motion carried unanimously on voice vote.**



# CITY OF MIAMI SPRINGS



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

TO: MAYOR BILLY BAIN AND MEMBERS OF THE CITY COUNCIL  
VIA: JAMES BORGMANN, CITY MANAGER *JB*  
FR: WILLIAM ALONSO, FINANCE DIRECTOR *WAL*  
DATE: JANUARY 24, 2011  
SUBJECT: UPDATE TO PROPOSED FUND BALANCE DESIGNATIONS

Since we have now received our audited financial statements for FY2010 and in an effort to update the fund balance designations, we are providing you with the attached "Proposed Fund Balance Designations". As you can see from this report, we finished FY2010 with an available fund balance of \$6,299,906. This balance is used as follows, \$2,499,182 already designated by Council, \$495,248 that was appropriated in the FY2011 budget, and \$3,305,476 to be retained as unreserved, undesignated according to the GFOA.

The GFOA recommends that a minimum of 15% of annual expenses be maintained as an undesignated, unrestricted fund balance. However, higher percentages should be used in those areas designated high risk to natural disasters, that is why after these designations Miami Springs will have approximately 25% of annual expenditures as undesignated, unrestricted fund balance.

These Council designations may be reduced, increased, transferred, or otherwise cancelled by the Council at anytime. The purpose of the designations is to designate funds for future needs and projects of the City. It also ensures that residents and/or outside third parties understand that the City is planning for the future needs of the community and how to fund for those needs.

We recommend that Council approve these designations. We will monitor and report to council on an interim basis as to the status of the designations. Council will approve any usage of funds from these designations before expenditures are incurred.

Agenda Item No.  
City Council Meeting of  
JAN 24, 2011

**CITY OF MIAMI SPRINGS  
PROPOSED GENERAL FUND BALANCE DESIGNATIONS  
PROJECTED FISCAL YEAR 2010-2011**

<u>DESIGNATION</u>	Balance 9/30/2010	Additions	FY2010-11 Reductions	Balance 9/30/2011
Parks and Recreation:				
Gymnasium/Recreation building	\$ 752,246	-	506,612	\$ 245,634
Rec Trac Software	33,783	-	33,783	-
Park Fencing	-	31,612	-	31,612
<b>Total Recreation Designations</b>	<b>786,029</b>	<b>31,612</b>	<b>540,395</b>	<b>277,246</b>
<b>Curtis Mansion Project Completion</b>	<b>-</b>	<b>475,000</b>	<b>-</b>	<b>475,000</b>
<b>Skate Board Park</b>	<b>-</b>	<b>275,000</b>	<b>-</b>	<b>275,000</b>
<b>Senior Center:</b>				
Senior Center Building	280,000	-	-	280,000
Senior Center Van	20,000	-	-	20,000
<b>Total Senior Center Designations</b>	<b>300,000</b>	<b>-</b>	<b>-</b>	<b>300,000</b>
<b>Downtown Revitalization</b>	<b>91,936</b>	<b>200,000</b>	<b>-</b>	<b>291,936</b>
<b>Contingency-Hurricane Costs</b>	<b>500,000</b>	<b>-</b>	<b>-</b>	<b>500,000</b>
<b>Pool improvements</b>	<b>280,000</b>	<b>-</b>	<b>-</b>	<b>280,000</b>
<b>Linear Park</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>100,000</b>
<b>Total proposed designations</b>	<b>\$ 2,057,965</b>	<b>\$ 981,612</b>	<b>\$ 540,395</b>	<b>\$ 2,499,182</b>
<b>Fund Balance appropriated FY2011</b>	<b>\$ -</b>	<b>\$ 495,248</b>	<b>-</b>	<b>\$ 495,248</b>
<b>Total Available Fund Balance</b>	<b>6,299,906</b>	<b>-</b>	<b>-</b>	<b>6,299,906</b>
<b>Unrestricted, Undesignated fund Balance</b>	<b>4,241,941</b>	<b>-</b>	<b>-</b>	<b>3,305,476</b>
25% of FY10-11 Budgeted expenditures.....				\$ 3,305,476
<b>Excess(deficit) funds available for designation</b>				<b>\$ (0)</b>

**APPROVED AT COUNCIL MEETING OF xxxxxxxxxx**



RESOLUTION NO. 2011-3503

City Council Meeting of:

1-24-2011



**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS PROVIDING FOR THE SECOND AMENDMENT TO THE CITY'S FISCAL YEAR 2010-2011 BUDGET; INCREASING THE CAPITAL PROJECTS BUDGET OF THE CITY'S SPECIAL REVENUE AND CAPITAL PROJECTS FUND TO ACCOUNT FOR EXPECTED GOB GRANT FUNDING FROM MIAMI-DADE COUNTY AND FOR CITY COUNCIL AUTHORIZED TRANSFERS FROM THE GENERAL FUND; AUTHORIZING TRANSFERS WITHIN THE GENERAL FUND TO THE GENERAL GOVERNMENT AND RECREATION AND CULTURE BUDGETS; INCREASING THE STORMWATER OPERATIONS BUDGET WITHIN THE CITY'S ENTERPRISE FUND FROM FUND RESERVES; DECLARING THE INTENT OF THE BUDGET AMENDMENTS; SPECIFYING COMPLIANCE WITH BUDGETARY PROCESSES AND PROCEDURES; EFFECTIVE DATE.**

**WHEREAS**, the City Charter prohibits any City department from incurring expenditures in excess of the department's approved budget; and,

**WHEREAS**, the Capital Projects Budget of the City's Special Revenue and Capital Projects Fund requires an increase of \$1,475,000.00 to account for the one million dollar GOB grant funding to be received from Miami-Dade County and the \$475,000.00 authorized transfer from the City's General Fund in order to insure completion of the Curtiss Mansion Revitalization Project; and,

**WHEREAS**, additional transfers totaling \$136,915.00 and \$65,406.00 are required from the fund balance of the General Fund to the General Government Budget and Recreation and Culture Budget of the General Fund respectively, in order to provide funding for the projects authorized by the City Council to be performed by Calvin Giordano,

annual maintenance of the Optiview Document Imaging System, and for additional approved cultural and civic events to be held at the Circle, and to also provide funding for the new Recreation Department tracking software and the new park fencing approved by the City Council; and,

**WHEREAS**, the Stormwater Operations Budget of the Enterprise Fund requires an increase of \$69,500.00 from fund reserves to pay for the cost of the City's new contract with Post, Buckley, Schuh & Jernigan for the revised plans for the Basin #35 Project; and,

**WHEREAS**, it is the intent and purpose of the City Council to authorize and approve the foregoing budgetary references and adjustments in order to comply with generally accepted budgetary processes and procedures;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA:**

**Section 1:** That the City Council of the City of Miami Springs hereby approves and authorizes the budgetary amendments and appropriations set forth in Exhibit A, attached hereto, to the various revenues and expenditures of the budgets and funds set forth therein.

**Section 2:** That the City Council approvals and authorizations evidenced herein are intended to provide the City with the means to accomplish the purposes and projects identified in the recitals of this Resolution.

**Section 3:** That the City Council of the City of Miami Springs has authorized and approved the foregoing budgetary amendments, increases and appropriations in order to comply with generally accepted budgetary processes and procedures.

**Section 4:** That the provisions of this Resolution shall be effective immediately upon adoption by the City Council.

**PASSED AND ADOPTED** by the City Council of the City of Miami Springs, Florida, this 24<sup>th</sup> day of January, 2011.

The motion to adopt the foregoing resolution was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and on roll call the following vote ensued:

Vice Mayor Ator	" _____ "
Councilman Best	" _____ "
Councilman Espino	" _____ "
Councilman Lob	" _____ "
Mayor Bain	" _____ "

\_\_\_\_\_  
Billy Bain  
Mayor

**ATTEST:**

\_\_\_\_\_  
Magali Valls, CMC  
City Clerk

**APPROVED AS TO LEGALITY AND FORM:**



Jan K. Seiden, City Attorney

**City of Miami Springs**  
**FY 2010-2011 Budget Amendment**  
**All Operating Funds**

Fund/Classification	Amended Budget	Amendment No. 2	Ref	Amended Budget
<b>General Fund</b>				
<b>Revenues</b>				
Taxes	\$5,548,291			\$5,548,291
Excise Taxes	2,735,000			2,735,000
Licenses & Permits	513,900			513,900
Intergovernmental Fees	1,658,328			1,658,328
Charges for Services	1,580,264			1,580,264
Fines & Forfeitures	176,000			176,000
Miscellaneous	337,100			337,100
Interfund Transfers-In	746,563			746,563
Fund Balance	800,176	\$677,321		1,477,497
<b>Total General Fund</b>	<b>\$14,095,622</b>			<b>\$14,772,943</b>
<b>Expenditures</b>				
General Government	2,753,227	\$136,915	2,4,6	\$2,890,142
Public Safety	5,908,754	0		5,908,754
Public Works	1,941,912	0		1,941,912
Recreation & Culture	3,328,185	65,406	3	3,393,591
Transfers to other funds	163,544	475,000	5	638,544
<b>Total General Fund</b>	<b>14,095,622</b>	<b>677,321</b>		<b>14,772,943</b>
Sanitation Operations	2,305,700			2,305,700
Stormwater Operations	409,966	69,500	1	479,466
<b>Total Enterprise Funds</b>	<b>2,715,666</b>	<b>\$69,500</b>		<b>\$2,785,166</b>
<b>Special Revenue &amp; Capital Projects</b>				
Road & Transportation	724,306			\$724,306
Senior Center Operations	479,582			479,582
Capital Projects	415,747	1,475,000	5	1,890,747
Law Enforcement Trust	134,985			134,985
<b>Total Special Revenue &amp; Capital Projects Funds</b>	<b>1,754,620</b>	<b>\$1,475,000</b>		<b>\$3,229,620</b>
G.O. Bonds - Series 1997	709,576			\$709,576
<b>Total Debt Service</b>	<b>709,576</b>	<b>\$0</b>		<b>\$709,576</b>
<b>GRAND TOTAL ALL FUNDS</b>	<b>\$19,275,484</b>	<b>\$2,221,821</b>		<b>\$21,497,305</b>

**Legend:**

- 1) Funding for new PBS&J contract for the revised Basin 35 project
- 2) Funding for the Calvin Giordano projects approved by Council for downtown revitalization
- 3) \$33,783 funding for Rec Trac software and \$31,623 for park fencing using designated fund balance
- 4) Additional funding in IT budget for the annual maintenance of Optiview(API) document imaging system
- 5) To budget for the \$1 million GOB grant funding and the \$475,000 transfer from the General Fund approved by Council in order to guarantee the project completion.
- 6) To record an additional \$10,000 for circle events approved by Council





## City of Miami Springs Interoffice Memo

DATE: January 20, 2011

TO: The Honorable Mayor Billy Bain and Members of the City Council

FROM: James R. Borgmann, City Manager *JRB*

RE: Scheduling of Town Hall Meeting to Discuss Downtown Improvements in the Sosa Theater

The City Clerk checked with the staff at recreation and Ralph Wakefield and found that we have no date conflicts for the next 6-8 weeks.

Magali has also been working with our IT staff and the AV technician from the Pelican Players to see what we need to do to properly record the meeting. They have a meeting scheduled for Friday, January 21 at the site to see what needs to be done. She will report to you on the 24<sup>th</sup> the results of that meeting and what she needs to do next.

I would suggest that you set the meeting for late February (30 days +/-) to assure that all systems are working and tested.

Agenda Item No.

City Council Meeting of:

JAN 24, 2011



# CITY OF MIAMI SPRINGS

---



City Manager Department  
1401 Westward Drive  
Miami Springs, FL 33166-5289  
Phone: (305) 805-5010  
Fax: (305) 805-5040

TO: Honorable Mayor Bain and Members of the City Council

VIA: James R. Borgmann, City Manager 

FROM: Ron Gorland, Assistant City Manager 

SUBJECT: Recommendation for Approval of a Recycling Collection Program for the City's Public Properties in the amount of approx. \$2,120 for the remainder of FY2011

Date: January 20, 2011

It is recommended that subject be approved per attached memo from Robert Williams, Director Public Works, for 100 pick-up sites 26 times per year. Future year costs, assuming no collection price increases and same number of pickup sites will be approximately \$3,180 annually. The source of the funds will be the Sanitation Fund.

Agenda Item No.

City Council Meeting of:

JAN 24, 2011



**CITY OF MIAMI SPRINGS  
INTEROFFICE MEMORANDUM**

---

*Public Services Department*

**TO: James R. Borgmann, City Manager**  
**FROM: Robert T. Williams, Public Works Director**  
**DATE: January 11, 2011**

---

**RE: Recycling at Various Locations**

---

We propose that recyclable bins be co-located with the 100 Public Services Department garbage pick-up sites. These sites include the bike paths (Ludlam Drive, Curtiss Parkway and the Golf Course), city parks, library/tennis courts, downtown areas along Westward Drive and Curtiss Parkway, Canal Street and various other sites.

The cost for recycle pick ups every other week at these locations would be a \$2.65 monthly charge per container.

