



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

**Mayor Xavier M. Garcia**

**Vice Mayor George V. Lob**  
**Councilman Billy Bain**

**Councilman Michael Windrem**  
**Councilman Jaime A. Petralanda**

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

### **CITY COUNCIL REGULAR MEETING AGENDA (Revised)** **Monday, August 11, 2014 – 7:00 p.m.** **City Hall, Council Chambers, 201 Westward Drive**

- 1. Call to Order/Roll Call**
- 2. Invocation:** Councilman Bain  
  
**Salute to the Flag:** Audience Participation
- 3. Awards & Presentations:**  
  
A) August Yard of the Month – 560 Quail Avenue – Herman J. & Marilyn Steffen
- 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) June 23, 2014 – Regular Meeting  
  
B) July 2, 2014 – Special Meeting  
  
C) July 24, 2014 – Special Meeting
- 6. Reports from Boards & Commissions: None**
- 7. Public Hearings:**  
  
A) Ordinance – Second Reading – An Ordinance Of The City Council Of The City Of Miami Springs Amending Code Of Ordinance Section 150-015, Parking Of Commercial Vehicles In City Limits, To Update And Clarify Which Commercial Vehicles May Or May Not Be Parked In The Residential, Multi-Family Residential, Business, And Commercial Zoning Districts Of The City; Repealing All Ordinances Or Parts Of Ordinances In Conflict; Effective Date

B) Ordinance – Second Reading – An Ordinance Of The City Council Of The City Of Miami Springs Creating Code Of Ordinance Section 103.02, Regulations Against Squatting; Providing Definitions; Prohibiting Squatting; Creating Duty To Prevent Squatting; Establishing Penalties; Providing Authority To Remove Squatters And File Liens; Delineating A Notice And Hearing Process; Creating A Presumption Of Squatting; Providing Cumulative Remedies; Establishing Immunizations Of City Officers And Staff; Severability; Repealing All Ordinances Or Parts Of Ordinances In Conflict; Directions To Codifiers; Effective Date

## **8. Consent Agenda: (Funded and/or Budgeted)**

A) Approval of City Attorney's Invoice for July 2014 in the Amount of \$12,433.50 as Funds were approved in the FY 13/14 Budget

B) Recommendation by Golf that Council award a Bid to Florida Superior Sand, utilizing Miami Dade County Bid # 9408-1/14-1, in the amount of \$26,000 for medium grade sand as funds were approved in the FY13/14 Budget, pursuant to Section §31.11 (E)(5) of the City Code

C) Recommendation by Golf that Council approve an expenditure to Titleist, as a sole source provider , in the amount of \$ 10,000.00 for merchandise as funds were approved in the FY13/14 Budget, pursuant to Section §31.11 (E)(6)(c) of the City Code

D) Recommendation by Golf that Council approve an expenditure to RLJ Services, as a sole source provider , in the amount of \$5,000.00, for fertilizing and topdressing the tees and fairways as funds were approved in the FY13/14 Budget, pursuant to Section §31.11 (E)(6)(c) of the City Code

E) Recommendation by Golf that Council approve an expenditure to Hector Turf, as a sole source provider , in the amount of \$2,000.00, for parts needed to make repairs on Toro equipment as funds were approved in the FY13/14 Budget, pursuant to Section §31.11 (E)(6)(c) of the City Code

F) Recommendation by Golf that Council award a Bid to Howard's Fertilizer and Chemical, utilizing Town of Davie Bid # B-12-34-3, in the amount of \$3,500 for pre-emergent fertilizers as funds were approved in the FY13/14 Budget, pursuant to Section §31.11 (E)(5) of the City Code

G) Recommendation by Public Works that Council waive the competitive bid process and approve an expenditure to Vector Fleet Management for fleet maintenance services for \$193,603.00, pursuant to Section §31.11 (E)(6)(g) of the City Code and pursuant to the contract renewal option provided by the City's existing contract/contract vendor for an additional one year period

H) Public Works requests Council approve a change order to increase PO 140454, to Wrangler Construction in the amount of \$2,170.95, for DERM required modifications of two storm water catch basins for the Plover alley drainage project. Council approved \$49,465.00, January 27, 2014. Funds were approved in the FY 13/14 Budget, pursuant to Section §31.11 (F)(11)(b) of the City Code

I) Recommendation by Public Works that Council Award a Bid to Wrangler Construction, utilizing Miami Dade County RPQ # 20130171, in the amount of \$41,760.00, for the repair of damaged curbing and sidewalk on main circle, pursuant to Section §31.11 (E) (5) of the City Code

J) Recommendation by Public Works that Council award a bid to Wrangler Construction, utilizing Miami Dade County RPQ # 20130171, in the amount of \$16,016.00, for repair of roadway damage on the main traffic circle, pursuant to Section §31.11 (E) (5) of the City Code

K) Recommendation by Public Works that Council award a bid to Metro Express, utilizing Miami Dade County contract # 20130244, in the amount of \$170,050.00, for Mokena Drive stormwater project, pursuant to Section §31.11 (E)(5) of the City Code. Funds available in the stormwater fund.

L) Recommendation by Building and Code Compliance that Council waive the competitive bid process and approve an expenditure to Angel M. Alvarez, on an “as needed basis” in the amount of \$8,000, for Roofing Plan Reviews, and roofing and building inspections as funds were approved in the FY 13/14 Budget, pursuant to Section §31.11 (E)(6)(g) of the City Code

## **9. Old Business:**

A) Presentation by Bermello Ajamil & Partners (B&A) on their updated floor concept for the Aquatic Facility

## **10. New Business:**

A) Resolution – A Resolution Of The City Council Of The City Of Miami Springs Providing For The Fourth Budget Amendment To The FY 2013-2014 Budget; By Increasing The Fund Balance And Recreation And Culture Budgets Of The General Fund; Recording The Con Edison Energy Conservation Project, Aquatic Facility Project Consultants Contracts And Costs Associated With The Aquatic Facility Project In The Capital Projects Budget Of The Special Revenue And Capital Projects Fund; Providing Intent; Specifying Compliance With Budgetary Processes And Procedures; Effective Date

B) Discussion concerning in-house processing of M-DC Traffic Engineering requests Ludlam Road - Linwood Intersection Parking Issue resulting in M-DC Traffic Division Involvement

C) Curtiss Mansion Inc. (CMI) Proposed Agreement Amendment - Increase City usage to 15 times a year and include local schools and other non-profits

## **11. Other Business:**

A) Presentation – PACE South Florida and Clean Green Energy Corridor program by Rafael Perez *(Item has been deferred to August 25, 2014 Council Meeting)*


B) Aquatic Facility Financing Options

- C) FY 2013-2014 3<sup>rd</sup> Quarter Budget Report
- D) FY 2014-2015 Budget Update Discussion

## 12. Reports & Recommendations:

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

## 13. Adjourn

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Live streaming video of this meeting is available at <http://www.miamisprings-fl.gov/webcast>.

Anyone wishing to obtain a copy of an agenda item may contact the City Clerk at (305) 805-5006, download the complete agenda packet from [www.miamisprings-fl.gov](http://www.miamisprings-fl.gov) or view the materials at City Hall during regular business hours.

Pursuant to Florida Statute 286.0114, the City Council provides the public with a reasonable opportunity to be heard on all matters.

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.





# ***CERTIFICATE OF RECOGNITION***

Presented to

***Herman J. & Marilyn Steffen***

Of

***560 QUAIL AVENUE***

for their home being designated as

***“YARD OF THE MONTH”  
AUGUST 2014***

Presented this 11<sup>th</sup> day of August, 2014.

**CITY OF MIAMI SPRINGS, FLORIDA**

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Zavier M. Garcia  
Mayor

**ATTEST**

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Erika Gonzalez-Santamaria, CMC  
City Clerk



***City of Miami Springs, Florida***  
City Council Meeting

Regular Meeting Minutes  
Monday, June 23, 2014, 7:00 p.m.

Council Chambers at City Hall  
201 Westward Drive, Miami Springs, Florida

- 1. Call to Order/Roll Call:** The meeting was called to order by the Mayor at 7:05 p.m.  
Present were the following:

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

City Manager Ronald K. Gorland  
City Attorney Jan K. Seiden  
Police Captain Jonathan Kahn  
Building & Code Compliance Director H. "Tex" Ziadie  
City Clerk Erika Gonzalez-Santamaria

- 2. Invocation:** Offered by Councilman Petralanda.

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

- 3. Awards & Presentations:**

A) July Yard of the Month – 450 Cardinal Street – Jose and Susana Reyes

Jose and Susana Reyes were not present to receive the award.

- 4. Open Forum:** The following members of the public addressed the City Council:  
Kalyn Safreed 1180 Ibis Avenue, Nestor Suarez, 550 Wren Avenue, Beatrix Obermann,  
449 Swallow Drive, Judge Nuria Saenz, not provided, Arlene Hawks, 549 Payne Drive.

- 5. Approval of Council Minutes:**

A) June 9, 2014 – Regular Meeting  
B) June 16, 2014 – Special Meeting

Minutes of the June 9, 2014 Regular meeting and June 16, 2014 Special meeting were approved as written.

**Councilman Bain moved to approve the item. Councilman Windrem seconded the motion which was carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Lob, Councilmen Windrem, Bain, Petralanda and Mayor Garcia voting Yes.**

**6. Reports from Boards & Commissions:** None at this time.

**7. Public Hearings:** None at this time.

**8. Consent Agenda: (Funded and/or Budgeted)**

A) Recommendation by the Police Department that Council approve an expenditure to Royal Rent-A-Car of Florida, the lowest responsible quote of \$17,088.00, for the monthly rental of two vehicles (for twelve-month period), as these qualify for expenditure from the Police Law Enforcement Trust Fund, pursuant to Section §31.11 (C)(2) of the City Code

City Manager Ron Gorland read the agenda memo for the record and stated that there was a correction on the dates of the agreement.

**Vice Mayor Lob moved to approve consent agenda item 8A as amended with the correct date. Councilman Petralanda seconded the motion which was carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Lob, Councilmen Windrem, Bain, Petralanda and Mayor Garcia voting Yes.**

**9. Old Business:**

A) Determination of the aquatic facility site plan (Bermello Ajamil & Partners (B&A)).

Michael Gavila of 684 Morningside Drive spoke on the item at this time.

Consultant Willy Bermello of Bermello Ajamil & Partners provided a brief synopsis of the last meeting on June 16<sup>th</sup>. He also presented the updated conceptual drawings that were selected by the City Council at the previous meeting for Option No. 2 and Option No. 3, based on a \$5MM budget. Option No. 2 locates the pool on the northern end of the property and Option No. 3 locates the pool against the existing community center. Per Council's request at the previous meeting, he presented details for a possible "lobby/annex" that consolidates and ties the community center and aquatic facility together, allowing for a centralized entry and security check point to both.

Mr. Bermello presented ideas and pricing for possible hybrid designs that would combine the aspect of competitive swimming with minimum lap lanes and a leisure pool. Following a decision on one of the options, they will proceed to finalize the master plan in July and begin the design work in August.

The City Council requested that the public have more input and feedback on the proposed conceptual drawings and suggested that an additional meeting be scheduled.

Council scheduled a Special Meeting for Wednesday, July 2, 2014 at 7:00 p.m.

*Mayor Garcia called for a recess at 8:53 p.m. The meeting was reconvened at 9:06 p.m.*

**10. New Business:**

A) Ordinance – First Reading – An Ordinance Of The City Council Of The City Of Miami Springs Amending Code Of Ordinance Section 150-015, Parking Of Commercial Vehicles In City Limits, To Update And Clarify Which Commercial Vehicles May Or May Not Be Parked In The Residential, Multi-Family Residential, Business, And Commercial Zoning Districts Of The City; Repealing All Ordinances Or Parts Of Ordinances In Conflict; Effective Date

City Attorney Jan K. Seiden read the title of the ordinance. He called attention to changes that were made within the ordinance since it was last discussed.

Nery Owens of 169 Corydon Drive spoke on the proposed ordinance.

**Councilman Windrem moved to approve the ordinance on first reading as amended. Councilman Bain seconded the motion.**

Discussion ensued regarding vehicle signage and wrapping.

**The motion was carried 3-2 on roll call vote. The vote was as follows: Vice Mayor Lob, Councilmen Windrem, Bain voting Yes; Councilman Petralanda and Mayor Garcia voting No.**

B) Ordinance – First Reading – An Ordinance Of The City Council Of The City Of Miami Springs Creating Code Of Ordinance Section 103.02, Regulations Against Squatting; Providing Definitions; Prohibiting Squatting; Creating Duty To Prevent Squatting; Establishing Penalties; Providing Authority To Remove Squatters And File Liens; Delineating A Notice And Hearing Process; Creating A Presumption Of Squatting; Providing Cumulative Remedies; Establishing Immunizations Of City Officers And Staff; Severability; Repealing All Ordinances Or Parts Of Ordinances In Conflict; Directions To Codifiers; Effective Date

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

**Councilman Bain moved to approve the ordinance on first reading. Councilman Petralanda seconded the motion which was carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Lob, Councilmen Windrem, Bain, Petralanda and Mayor Garcia voting Yes.**

**C) Building and Code Fee Schedule Amendment**

Building and Code Compliance Director Harold “Tex” Ziadie presented his recommendation to amend four items in the Building and Code Fee Schedule and to place a resolution on the agenda for the July 2<sup>nd</sup> Special meeting.

Recommendation A reduces the fee for commercial window sign permits to \$50.00; Recommendation B amends the fees for plan review by the Planning and Zoning Director; Recommendation C provides for a \$55.00 fee for low voltage alarm labels and Recommendation D provides for a fee for commercial vehicle variances.

**Councilman Bain moved to approve recommendations A, B, C and D. Councilman Windrem seconded the motion for discussion.**

**Councilman Bain amended his motion to approve A, B, and D and Councilman Windrem seconded the amended motion which was carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Lob, Councilmen Windrem, Bain, Petralanda and Mayor Garcia Yes.**

Discussion ensued regarding permits for low voltage alarm systems and Council requested additional information for the next meeting.

#### **11. Other Business:**

##### **A) FY 2014-2015 Base Budget Presentation**

Assistant City Manager/Finance Director Alonso presented preliminary estimates for the FY 2014-2015 budget indicating a budget surplus at the current millage rate of 7.6710 and a millage rate of 7.5789 to balance the budget without a surplus. The budget is based on the June 1<sup>st</sup> estimate for property values and the final numbers will be received on July 1<sup>st</sup>.

City Manager Gorland will meet individually with Council members to go over the proposed budget during the month of July.

#### **12. Reports & Recommendations:**

##### **A) City Attorney had no report at this time.**

**B) City Manager announced that the Classic Auto Show would be held July 3<sup>rd</sup> on the Circle at 6:00 p.m. and the July 4<sup>th</sup> parade begins at 10:00 a.m.**

##### **C) City Council**

Councilman Petralanda had nothing to report at this time.

Vice Mayor Lob reported his oldest daughter will attend graduate school at the University of Florida and he wished everyone a good night.

Councilman Windrem had nothing to report at this time.

Mayor Garcia referred to the South Florida Executive magazine on the dais and the featured articles on the President of the Latin Builders Association and the President of Link Construction.

### **13. Adjournment**

There being no further business to be discussed the meeting was adjourned at 9:40 p.m.

*Respectfully submitted:*

\_\_\_\_\_  
*Erika Gonzalez-Santamaria, CMC*  
*City Clerk*

*Adopted by the City Council on*  
*this 11<sup>th</sup> day of August, 2014.*

\_\_\_\_\_  
*Zavier M. Garcia, Mayor*

PURSUANT TO FLORIDA STATUTES 286.0105, THE CITY HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT VERBATIM RECORD OF THE PROCEEDING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE CITY FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.



***City of Miami Springs, Florida***  
City Council Meeting

Special Meeting Minutes  
Monday, July 2, 2014, 7:00 p.m.

Council Chambers at City Hall  
201 Westward Drive, Miami Springs, Florida

**1. Call to Order/Roll Call:** The meeting was called to order by the Mayor at 7:03 p.m.

Present were the following:

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

City Manager Ronald K. Gorland  
Assistant City Manager/Finance Director William Alonso  
City Attorney Jan K. Seiden  
Police Captain Jonathan Kahn  
Building & Code Compliance Director H. "Tex" Ziadie  
Professional Services Supervisor Tammy Romero  
Deputy City Clerk Suzanne S. Hitaffer

**2. Invocation:** Offered by Councilman Windrem.

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

**3. Discussion on the Aquatic Facility**

A) Determination of the aquatic facility site plan [Bermello Ajamil & Partners (B&A)]

Mayor Garcia asked those persons wishing to speak to please come forward. The following spoke on the aquatic facility: Evelio Cabrera of 540 Hunting Lodge Drive, Jeanne Raymond of 621 Oriole Avenue, Suzie Gavila of 684 Morningside Drive, Nestor Suarez of 550 Wren Avenue, Charlene Anderson of 887 Heron Avenue, Suzie Medina of 209 Chippewa Street, Orlando Ceballos of 1015 Bluebird Avenue and Tony Lima of 841 Wren Avenue.

Consultant Willy Bermello, of Bermello Ajamil & Partners, recapped the presentation that was made at the June 23, 2014 Council meeting on the various alternatives for the aquatic facility design. He referred to the updated PowerPoint presentation that was provided to Council representing samples of pools, various facilities and elements that can be part of a hybrid pool based on a budget not to exceed \$5MM.

The City Council discussed Concept 2 and Concept 3 site plan options for a hybrid pool that combine lap swimming, play areas, slides, and zero entry.

*Mayor Garcia called for a recess at 8:51 p.m. The meeting was reconvened at 9:03 p.m.*

**Councilman Bain moved to approve Concept 2. Councilman Windrem seconded the motion for discussion.**

Discussion ensued regarding the pros and cons for Concept 2 with the pool on the north side of the site plan, and Concept 3 with the pool abutting the existing Community Center.

**The motion was carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Lob, Councilmen Windrem, Bain, Petralanda and Mayor Garcia voting Yes.**

Council requested an additional public meeting on Friday, August 22<sup>nd</sup> to receive citizen input prior to the presentation of the final schematic at the August 25<sup>th</sup> Council meeting.

#### **4. Consent Agenda** (considered after Agenda Item 5)

A) Approval of City Attorney's Invoice for June 2014 in the Amount of \$13,115.25, as Funds were approved in the FY 13/14 Budget

B) Recommendation by Golf and Country Club that Council approve an expenditure to Miami Herald, as a sole source provider, in the amount of \$3,500.00, for marketing and advertising in a larger circulation as funds were approved in the FY13/14 Budget, pursuant to Section §31.11 (E)(6)(c) of the City Code

**Councilman Bain moved to approve the consent agenda. Councilman Windrem seconded the motion which was carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Lob, Councilmen Windrem, Bain, Petralanda and Mayor Garcia voting Yes.**

**5. Resolution** – A Resolution Of The City Council Of The City Of Miami Springs Amending The Current "Schedule Of Charges" For Building, Plumbing, Electrical, Mechanical And Other Related Permit Charges Or Fees; Effective Date.

This item was considered as the first order of business. City Attorney Jan K. Seiden read the title of the resolution.



**Councilman Bain moved to approve the resolution. Vice Mayor Lob seconded the motion which was carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Lob, Councilmen Windrem, Bain, Petralanda and Mayor Garcia voting Yes.**

**6. Adjournment**

There being no further business to be discussed the meeting was adjourned at 9:38 p.m.

*Respectfully submitted:*

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*Suzanne S. Hitafter, CMC  
Deputy City Clerk*

*Adopted by the City Council on  
this 11th day of August, 2014.*

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*Zavier M. Garcia, Mayor*

PURSUANT TO FLORIDA STATUTES 286.0105, THE CITY HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT VERBATIM RECORD OF THE PROCEEDING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE CITY FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.



***City of Miami Springs, Florida***  
City Council Meeting

Special Meeting Minutes  
Thursday, July 24, 2014, 5:01 p.m.

Council Chambers at City Hall  
201 Westward Drive, Miami Springs, Florida

- 1. Call to Order/Roll Call:** The meeting was called to order by the Mayor at 5:08 p.m.

Present were the following:

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

City Manager Ronald K. Gorland  
Assistant City Manager/Finance Director William Alonso  
City Clerk Erika Gonzalez-Santamaria

- 2. Invocation:** Offered by Councilman Petralanda.

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

- 3. Resolution** – A Resolution Of The City Council Of The City Of Miami Springs Setting The Tentative Operating Millage Levy For Fiscal Year 2014-2015; Setting Time, Date And Place For Public Hearings On The Proposed 2014-2015 Budget And Tentative Millage Rate

**Councilman Windrem moved to approve a millage rate of 7.9995. Vice Mayor Lob seconded the motion for discussion. After brief discussion, Councilman Windrem withdrew his motion.**

**Councilman Bain moved to approve a millage rate of 7.6710. Councilman Petralanda seconded the motion which was carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Lob, Councilmen Windrem, Bain, Petralanda and Mayor Garcia voting Yes.**

- 4. Adjournment**

There being no further business to be discussed the meeting was adjourned at 5:13 p.m.

*Respectfully submitted:*

Erika Gonzalez-Santamaria, CMC  
*City Clerk*

*Adopted by the City Council on  
this 11th day of August, 2014.*

Zavier M. Garcia, Mayor

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ORDINANCE NO. \_\_\_\_\_-2014

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS AMENDING CODE OF ORDINANCE SECTION 150-015, PARKING OF COMMERCIAL VEHICLES IN CITY LIMITS, TO UPDATE AND CLARIFY WHICH COMMERCIAL VEHICLES MAY OR MAY NOT BE PARKED IN THE RESIDENTIAL, MULTI-FAMILY RESIDENTIAL, BUSINESS, AND COMMERCIAL ZONING DISTRICTS OF THE CITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; EFFECTIVE DATE**

**WHEREAS**, the City ordinance related to the parking of commercial vehicles in the City has not been reviewed or updated in many years; and,

**WHEREAS**, the City has become aware of the recent trends related to the operation of vans, trucks, and sport utility vehicles instead of standard automobiles for family purposes; and,

**WHEREAS**, it has also become apparent that many of the vehicles being used for family transportation are also being used in family businesses; and,

**WHEREAS**, the use and nature of the vehicles currently being purchased and operated for family and business purposes are sufficiently different from single use family automobiles to justify a review of the City's parking provisions; and,

**WHEREAS**, there appears to be sufficient current justification to permit the parking of certain vehicles previously categorized as "commercial vehicles" in the various zoning districts of the City; and,

**WHEREAS**, despite the current justification for the amendment of the City's commercial vehicle parking regulations, it is equally apparent that the same trends today from single purpose automobiles to larger multi-purpose vehicles requires the enactment of restrictions, limitations, and controls on the parking of the current day "commercial vehicles" within the various zoning districts of the City; and,

**WHEREAS**, the City Council has received presentations from City Staff and conducted extensive debate at public meetings regarding the updating and revising of the City's current commercial vehicle parking Ordinance; and,

**WHEREAS**, the City Council has determined that the updated, clarified, and revised provisions presented regarding the parking of commercial vehicles in the City is in the best interests of the City and its citizens:

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

**Section 1:** That Code of Ordinance Section 150-015 – Parking of commercial vehicles in City limits, is hereby amended as follows:

**Sec. 150-015. - Parking of commercial vehicles in City limits.**

- (A) ~~It shall be unlawful for any person to park any commercial vehicle or truck of one-ton load capacity or over, and any motor vehicle commonly known as a bus, which term shall include vehicles, excluding station wagons, used for the transportation of school children, or any trailer with or without refrigeration motors, in or upon any public or private property, including off-street parking facilities, in any zoned residential district of the City as designated on the official zoning map referred to in § 150-003, for a period of time in excess of two hours between 7:00 a.m. and 6:00 p.m., and at any time between 6:00 p.m. and 7:00 a.m., or upon any public or private property including off-street parking facilities in any other zoning district of the City for a period of time in excess of two hours at any time, unless specific permission to do so has been secured in writing from the City Manager or his duly authorized designee. The authority to grant specific permission to deviate from the provisions of this section shall be limited as follows:~~
- (1) ~~If permission for additional parking hours only is being requested, no more than an additional seven hours for each seven day period may be granted.~~
- (2) ~~If permission for additional days of parking is being requested, no more than seven days for each six month period may be granted.~~
- (3) ~~Any requests in excess of the foregoing for additional parking hours or for additional days of parking may only be authorized by the securing of a variance from the City. A record of such written permission shall be maintained in the City's official records and copies provided to the police department and code enforcement officer.~~
- (B) ~~The term *commercial vehicle* as herein used shall mean a motor vehicle of the above described capacity not designated exclusively for the transportation of persons.~~
- (A) Parking of commercial vehicles in the single family residential zoning districts of the City.
- (1) The following vehicles shall be permitted to park in the single family residential zoning districts of the City as provided herein.

- (a) Approved Parking - All cars, trucks, vans, or sport utility vehicles that do not exceed 10,000 pounds of gross vehicle weight, 22 feet in length, and 8 feet in height may park in any approved parking location in any single family residential zoning district of the City.
- (b) Approved Additions to Vehicles - All cars, trucks, vans, or sport utility vehicles approved for parking in Section (a) above may also be permitted to be equipped with the following vehicle additions.

  - (1) Signage
  - (2) Elevated Racks, including the carrying of ladders, pipes, lumber, or any other similar items, so long as such equipment is properly and safely secured to the vehicle.
  - (3) Equipment Cabinets and Bed Coverings, so long as such equipment is properly and safely secured to the vehicle. However, the approval of this equipment shall not be construed to allow the carrying of materials or supplies in the rear or beds of vehicles unless contained within equipment cabinets or covered in a manner which eliminates both the view of, and access to, the materials or supplies.
- (c) Specially Customized Vehicles - Any specially customized vehicles that exceed the previously established dimensions for approved parking in the Single Family Residential Zoning Districts of the City may be approved for such parking, in the sole and exclusive discretion of the City Code Compliance Department, if a written request is submitted by the vehicle owner for a determination that the subject vehicle contains specially customized features, is clearly “non-commercial” in nature and appearance, and will only be used for social driving purposes. The Code Compliance Department determination may require that any specially customized vehicles be parked in the rear or side yard of any residential property and properly screened from adjacent properties.
- (d) Residential Parking Variances - Except for the vehicles that are specially prohibited from parking in the single family residential zoning districts of the City set forth in this Ordinance, any cars, trucks, vans, or sport utility vehicles that exceed the weight, length, and height limitations for approved residential zoning district parking and are used exclusively for family transportation may apply for a variance to park in such districts. The variance process shall be conducted in the same manner and in conformity with the same standards and requirements that are applicable to the consideration of the granting of variances for alternate rear or side yard approved parking of recreational vehicles in the City.

(e) Daytime and Visitation Parking - All commercial vehicles that are providing repair or other services to any single family residential property in the City may park in any approved parking location in the residential zoning districts of the City from 8 o' clock a.m. to 5 o' clock p.m. daily. Notwithstanding the foregoing, no violation of this provision will be issued if the code compliance department determines that a reasonable enlargement of the authorized parking periods provided is required in order to complete an ongoing repair project or to perform emergency repair services to a residential homesite. In addition, any residents of the City who regularly operate commercial vehicles as part of their employment may park their commercial vehicles at their single family residences during the aforesaid daily hours. However, such parking shall not be for the purposes of repairing, cleaning, or the stocking of the commercial vehicle.

(2) The following vehicles shall be prohibited from parking in the single family residential zoning districts of the City:

(a) The following vehicles are prohibited from parking in the single family residential zoning districts of the City, except for qualified daytime and visitation parking as previously provided in this Ordinance, to wit:

- (1) Box trucks
- (2) Equipment carriers
- (3) Trailers/tow trucks
- (4) Lunch/food trucks
- (5) Materials/supplies carriers
- (6) Commercial transport vans
- (7) Buses
- (8) Tractor trailers
- (9) Glass/mirror trucks
- (10) Other vehicles clearly designed for commercial use of carriage.
- (11) Other vehicles that present health, safety, or welfare hazards to the City.

(b) Notwithstanding any City policy, provision, custom, or code section to the contrary, none of the specifically identified vehicles in Section 2(a) above shall be eligible to seek parking approval by variance or any other means.

(B) Parking of commercial vehicles in the multi-family residential zoning districts of the City.

(1) The following vehicles shall be permitted to park in appropriately striped parking lots in the multi-family residential zoning districts of the City as provided herein.

(a) The vehicles identified in Section (A)(1)(a) of this Ordinance.

- (b) The vehicles identified in Section (A)(1)(b) of this Ordinance.
- (c) The vehicles identified in Section (A)(1)(c) of this Ordinance.
- (d) The vehicles identified in Section (A)(1)(e) of this Ordinance.

(2) The provisions contained in Section (A)(1)(d) of this Ordinance shall also be applicable to vehicle parking in the multi-family residential zoning districts of the City.

(3) The following vehicles shall be prohibited from parking in the multi-family zoning districts of the City.

- (a) The vehicles provided in Section (A)(2)(a) of this Ordinance.
- (b) Notwithstanding anything contained in Section (B)(1) above, vehicles that require more than one parking space in a single vehicle striped parking lot, despite being otherwise approved for parking in the multi-family zoning districts of the City, are hereby prohibited from parking in such districts.

(C) Parking of Commercial Vehicles in the Business/Commercial, Public Properties, and Church Use Only zoning districts of the City - for the purposes of this Section, a small commercial vehicle shall be defined as anything up to 10,000 pounds of gross vehicle weight, while a large commercial vehicle shall be defined as any vehicle in excess of the gross vehicle weight of a small commercial vehicle.

(1) Northwest 36<sup>th</sup> Street District, Abraham Tract District, and Airport/Golf District - Large and small commercial vehicles shall be allowed, provided that they are parked in appropriately striped parking lots and do not require more than one parking space, unless the property has specially designated and approved parking spaces for them. Said parking shall not be allowed for rental or sale vehicles, unless the property owner or lessee has an appropriate license for vehicle rentals or sales. No parking shall be allowed for any commercial vehicle which could present health, safety or welfare hazards to the City, unless specially approved and contained parking is provided for said vehicles.

(2) Central Business and Neighborhood Business Districts - Small commercial vehicles only shall be allowed, provided that they are parked in appropriately striped parking lots and do not require more than one parking space, unless the property has specially designated and approved parking spaces for them. Said parking shall not be allowed for rental or sale vehicles, unless the property owner or lessee has an appropriate license for vehicle rentals or sales. No parking shall be allowed for any commercial vehicle which could present health, safety or welfare hazards to the City, unless specially approved and contained parking is provided for said vehicles.

(3) Public Properties District - No parking of commercial vehicles shall be allowed on any public property, with the exception of vehicles which are providing repair, delivery or other service to adjacent properties between the hours of 8 o' clock a.m. and 5 o' clock p.m. unless



otherwise approved in writing by the City Manager or his designee. No parking shall be allowed for any commercial vehicle which could present health, safety or welfare hazards to the City, unless specially approved and contained parking is provided for said vehicles.

- (4) Church Use Only District - No parking of commercial vehicles shall be allowed on any church properties, except vehicles which are providing repair, delivery or other service to the church, and vehicles used by the church for transportation (buses, vans, etc.) which fall under the definition of small commercial vehicles and are parked in appropriately striped parking lots and do not require more than one parking space, unless the church has specially designated and approved parking spaces for them. No parking shall be allowed for any commercial vehicle which could present health, safety or welfare hazards to the City, unless specially approved and contained parking is provided for said vehicles.

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

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

**(THIS SPACE INTENTIONALLY LEFT BLANK)**

**PASSED ON FIRST READING** this 23rd day of June, 2014, on a motion made by Councilman Windrem and seconded by Councilman Bain.

**PASSED AND ADOPTED ON SECOND READING** this \_\_\_\_\_ day of \_\_\_\_\_, 2014, on a motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_.

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

\_\_\_\_\_  
Zavier M. Garcia, Mayor

ATTEST:

\_\_\_\_\_  
Erika Gonzalez-Santamaria, CMC, City Clerk

APPROVED AS TO LEGALITY AND FORM:

\_\_\_\_\_  
Jan K. Seiden, City Attorney

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

ORDINANCE NO. \_\_\_\_\_ - 2014

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS CREATING CODE OF ORDINANCE SECTION 103.02, REGULATIONS AGAINST SQUATTING; PROVIDING DEFINITIONS; PROHIBITING SQUATTING; CREATING DUTY TO PREVENT SQUATTING; ESTABLISHING PENALTIES; PROVIDING AUTHORITY TO REMOVE SQUATTERS AND FILE LIENS; DELINEATING A NOTICE AND HEARING PROCESS; CREATING A PRESUMPTION OF SQUATTING; PROVIDING CUMULATIVE REMEDIES; ESTABLISHING IMMUNIZATIONS OF CITY OFFICERS AND STAFF; SEVERABILITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; DIRECTIONS TO CODIFIERS; EFFECTIVE DATE**

**WHEREAS**, there are numerous vacant or abandoned properties in Miami-Dade County and the phenomenon of squatting in the County has become an increasing problem; and

**WHEREAS**, the unauthorized occupation of a residence by squatters poses numerous public safety concerns to the lawful owner or lessee and to the surrounding community, and is a public nuisance; and

**WHEREAS**, squatters have neither an ownership nor leasehold interest in the property being occupied, and are therefore not affected if a Code Enforcement lien is placed on the property, which poses enforcement difficulties in the event that the property being occupied does not comply with the maintenance of property standards set forth in the Code of Ordinances; and

**WHEREAS**, the City Council wishes to prevent future instances of squatting in Miami Springs, and to ensure that provisions are in place to remove squatters promptly from properties being unlawfully occupied;

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

**Section 1.** That Code of Ordinance Section 103.02, Regulations Against Squatting, is hereby created to read as follows:

## Regulations Against Squatting

103.02. The following regulations and procedures are hereby enacted in order to prevent the practice of "squatting" in the City.

### (A) Definitions

(1) Squatting is defined as the occupation of private property without authorization from the owner or lessee.

(2) Squatters are defined as occupants of private property without authorization from the owner or lessee.

(3) Lessee is defined to include the lessee, any sublessee, or any other legal occupant of the premises.

(B) Squatting Prohibited. Squatting is hereby declared to constitute a public nuisance, and is prohibited in the City of Miami Springs.

(C) Action to Remove Squatters. A property owner or lessee is required to take all lawful measures to prevent or remove squatters.

(D) Penalties. Any violation of the provisions of this section shall result in a fine of \$500.00 for each day the violation remains uncured.

(E) Removal of Squatters and Lien for Costs of Removal. The City is authorized to remove squatters from private property and to secure the property. The property owner or lessee shall reimburse the City for the expenses incurred in removing the squatters and securing the property. If the property owner or lessee does not reimburse the City for the cost of removing the squatters and securing the property within 30 days of the date the City sends an invoice, then the City may lien the property for such costs an administrative fee of \$500.00 to cover administrative personnel service costs. The City's lien shall constitute a special assessment lien which may be recorded in the public records of Miami-Dade County. The lien shall accrue interest at the maximum legal rate from the date of the City's invoice until all costs and the administrative fee are paid. The City may foreclose on such lien which shall have equal dignity with a real property tax lien.

(F) Notice and Hearing. The City shall post a notice at the property indicating its intent to remove squatters and secure the property at least five days in advance of any such action. The City shall also make reasonable efforts to separately notify the property owner or lessee. The City may provide shorter notice, or act immediately, without prior notice, where warranted by an emergency, such as a danger to the occupants (i.e. unfit dwelling) or threat to public safety. Any appeal of the notice must be received by the City within three

days of posting. The failure to appeal constitutes an admission that the occupants are squatters and an agreement to the remedy of removal. If an appeal is timely received, the City shall set an administrative hearing before the City Manager, and the matter shall be heard on an expedited basis prior to the removal of the occupants, unless such prior removal is warranted by an emergency, such as a danger to the occupants (i.e. unfit dwelling) or threat to public safety, in which case the hearing shall be held on an expedited basis following the removal.

(G) Presumption. Squatting may be presumed where the occupant of the property is unable to produce a written document, such as a lease, license, or other written proof of authorization from the property owner or lessee, demonstrating that the occupant has permission to be on the property. Squatting may also be presumed where a property is listed as vacant on the abandoned property registry, and yet is occupied. Such presumptions may be rebutted if the occupant provides competent, substantial evidence demonstrating authorization to be in the premises. The presumptions stated herein are not the exclusive method for determining whether squatting is occurring on a specific property.

(H) Cumulative Remedies. The remedies provided by this ordinance are cumulative with all other remedies, including the remedies for trespass, and are not exclusive. The City may remove trespassers pursuant to state law, including cases where a lawful trespass warning has been provided, and the occupants refuse to vacate the property.

(I) Immunization. Law enforcement and code enforcement officers, as well as City staff and agents, are immunized from civil or criminal liability for actions taken to remove squatters and secure property pursuant to the authority of this ordinance.

**Section 2. Severability.** That if any section, sentence, clause, or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Ordinance.

**Section 3. Repeal of Conflicting Provisions.** That all ordinances or parts of ordinances in conflict herewith, are hereby repealed.

**Section 4. Directions to Codifiers.** That the codifiers are hereby directed to codify this Ordinance in accordance with their discretion and their prior codification of the City of Miami Springs Code of Ordinances.

**Section 5. Effective Date.** That this Ordinance shall take effect immediately upon adoption.

**PASSED ON FIRST READING** this 23<sup>rd</sup> day of June, 2014, on a motion made by Councilman Bain and seconded by Councilman Petralanda.

**PASSED AND ADOPTED ON SECOND READING** this \_\_\_\_\_ day of \_\_\_\_\_, 2014, on a motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_.

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

\_\_\_\_\_  
Zavier M. Garcia, Mayor

ATTEST:

\_\_\_\_\_  
Erika Gonzalez-Santamaria, CMC, City Clerk

APPROVED AS TO LEGALITY AND FORM:

\_\_\_\_\_  
Jan K. Seiden, City Attorney

Y

The City of Miami Springs  
Summary of Monthly Attorney Invoice  
Orshan, Lithman, Seiden, Ramos, Hatton & Huesmann, LLP

August 6 for July

<u>General Fund Departments</u>	<u>Cost</u>	<u>Hours</u>
Office of the City Clerk	1,618.65	11.99
Human Resources Department	498.15	3.69
Risk Management	1,088.10	8.06
Finance Department	1,869.75	13.85
Professional Services		0.00
Building,Zoning & Code Enforcement Department	1,161.00	8.60
Planning	1,296.00	9.60
Police Department	1,013.85	7.51
Public Works Department	357.75	2.65
Recreation Department	638.55	4.73
IT Department		0.00
Golf	388.80	2.88
Senior		0.00
General - Administrative Work	<u>2,502.90</u>	<u>18.54</u>
<b>Sub-total - General Fund</b>	<b>\$12,433.50</b>	<b>92.10</b>
<u><b>Special Revenue, Trust &amp; Agency Funds</b></u>		
Golf Course Operations		0.00
L.E.T.F.		0.00
Due from Pension Funds		<u>0.00</u>
<b>Sub-total - Special Funds</b>	<b>\$0.00</b>	<b>0.00</b>
<b>GRAND TOTAL: ALL FUNDS</b>	<b>\$12,433.50</b>	<b>92.10</b>



# AGENDA MEMORANDUM

**Meeting Date:** 8/11/2014

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

**Via:** Ron Gorland, City Manager

**From:** Paul O'Dell, Golf and Country Club Director

**Subject:** Florida Superior Sand

## RECOMMENDATION:

Recommendation by Golf and Country Club that Council award a Bid to Florida Superior Sand, utilizing Miami Dade County Bid # 9408-1/14-1, in the amount of \$26,000 for medium grade sand as funds were approved in the FY13/14 Budget, pursuant to Section §31.11 (E)(5) of the City Code.

**DISCUSSION:** To top-dress tees, fairways and greens to improve playability of the golf course.

**Submission Date and Time:** 7/18/2014 9:06 AM

<u>Submitted by:</u>	<u>Approved by (sign as applicable):</u>	<u>Funding:</u>
<b>Department:</b> <u>Golf and Country Club</u>	<b>Dept. Head:</b> <u><i>Paul O'Dell</i></u>	<b>Dept./ Desc.:</b> <u>Golf Course Maintenance/Sand</u>
<b>Prepared by:</b> <u>Laurie Bland</u>	<b>Procurement:</b> <u><i>[Signature]</i></u>	<b>Account No.:</b> <u>001-5708-572-46-51</u>
<b>Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Asst. City Mgr.:</b> <u><i>[Signature]</i></u>	<b>Additional Funding:</b> <u>N/A</u>
<b>Budgeted/ Funded:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>City Manager:</b> <u><i>[Signature]</i></u>	<b>Amount previously approved:</b> \$ <u>65,000</u>
	<b>Attorney:</b> _____	<b>Current request:</b> \$ <u>26,000</u>
		<b>Total vendor amount:</b> \$ <u>91,000</u>





# AGENDA MEMORANDUM

**Meeting Date:** 8/11/2014

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

**Via:** Ron Gorland, City Manager

**From:** Paul O'Dell, Golf and Country Club Director

**Subject:** Titleist Merchandise

## RECOMMENDATION:

Recommendation by Golf and Country Club that Council approve an expenditure to Titleist, as a sole source provider, in the amount of \$ 10,000.00 for merchandise as funds were approved in the FY13/14 Budget, pursuant to Section §31.11 (E)(6)(c) of the City Code.

**DISCUSSION:** To purchase merchandise for resale at the Golf Shop.

**Submission Date and Time:** 7/18/2014 7:03 AM

<b>Submitted by:</b>	<b>Approved by (sign as applicable):</b>	<b>Funding:</b>
<b>Department:</b> <u>Golf and Country Club</u>	<b>Dept. Head:</b> <u><i>Paul O'Dell</i></u>	<b>Dept./ Desc.:</b> <u>Golf Course Merchandise</u>
<b>Prepared by:</b> <u>Laurie Bland</u>	<b>Procurement:</b> <u><i>[Signature]</i></u>	<b>Account No.:</b> <u>001-5707-572-52-05</u>
<b>Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Asst. City Mgr.:</b> <u><i>[Signature]</i></u>	<b>Additional Funding:</b> _____
	<b>City Manager:</b> <u><i>[Signature]</i></u>	<b>Amount previously approved:</b> \$ <u>20,000.00</u>
	<b>Attorney:</b> _____	<b>Current request:</b> \$ <u>10,000.00</u>
		<b>Total vendor amount:</b> \$ <u>30,000.00</u>



# AGENDA MEMORANDUM

**Meeting Date:** 8/11/2014

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

**Via:** Ron Gorland, City Manager

**From:** Paul O'Dell, Golf and Country Club Director

**Subject:** RLJ Services

## RECOMMENDATION:

Recommendation by Golf and Country Club that Council approve an expenditure to RLJ Services, as a sole source provider, in the amount of \$5000.00, for fertilizing and topdressing the tees and fairways as funds were approved in the FY13/14 Budget, pursuant to Section §31.11 (E)(6)(c) of the City Code.

**DISCUSSION:** For fertilizing and topdressing the tees and fairways with a GPS tracking device in order to obtain the most efficient and up to date granular applications at the golf course in accordance to the Florida's Best Management Practices for applying fertilizers to improve playability. Rick Jones of RLJ Services, is the license applicator he is the only one has this GPS tracking device and does the applications himself and provides this service when we request it.

Spent in FY 13/14: \$ 6,500.00

**Submission Date and Time:** 8/5/2014 12:59 PM

<u>Submitted by:</u>	<u>Approved by (sign as applicable):</u>	<u>Funding:</u>
<b>Department:</b> <u>Golf and Country Club</u>	<b>Dept. Head:</b> <u>Paul O'Dell</u>	<b>Dept./ Desc.:</b> <u>Golf Course Maintenance/Fertilizers</u>
<b>Prepared by:</b> <u>Laurie Bland</u>	<b>Procurement:</b> <u>[Signature]</u>	<b>Account No.:</b> <u>001-5707-572-52-32</u>
<b>Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Asst. City Mgr.:</b> <u>[Signature]</u>	<b>Additional Funding:</b> <u>N/A</u>
<b>Budgeted/ Funded:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>City Manager:</b> <u>[Signature]</u>	<b>Amount previously approved:</b> \$ <u>6,500</u>
	<b>Attorney:</b> _____	<b>Current request:</b> \$ <u>5,000</u>
		<b>Total vendor amount:</b> \$ <u>11,500</u>



# AGENDA MEMORANDUM

**Meeting Date:** 8/11/2014

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

**Via:** Ron Gorland, City Manager

**From:** Paul O'Dell, Golf and Country Club Director

**Subject:** Hector Turf

## RECOMMENDATION:

Recommendation by Golf and Country Club that Council approve an expenditure to Hector Turf, as a sole source provider, in the amount of \$2000.00, for parts needed to make repairs on Toro equipment as funds were approved in the FY13/14 Budget, pursuant to Section §31.11 (E)(6)(c) of the City Code.

**DISCUSSION:** For parts needed for repairs on machinery and irrigation.

**Submission Date and Time:** 7/18/2014 7:04 AM

<b>Submitted by:</b>	<b>Approved by (sign as applicable):</b>	<b>Funding:</b>
<b>Department:</b> <u>Golf and Country Club</u>	<b>Dept. Head:</b> <u>Paul O'Dell</u>	<b>Dept./ Desc.:</b> <u>Golf Maintenance/Operating Supplies</u>
<b>Prepared by:</b> <u>Laurie Bland</u>	<b>Procurement:</b> <u>[Signature]</u>	<b>Account No.:</b> <u>001-5708-572-52-00</u>
<b>Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Asst. City Mgr.:</b> <u>[Signature]</u>	<b>Additional Funding:</b> <u>N/A</u>
<b>Budgeted/ Funded:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>City Manager:</b> <u>[Signature]</u>	<b>Amount previously approved:</b> \$ <u>32,000</u>
	<b>Attorney:</b> _____	<b>Current request:</b> \$ <u>2,000</u>
		<b>Total vendor amount:</b> \$ <u>34,000</u>



# AGENDA MEMORANDUM

**Meeting Date:** 8/11/2014

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

**Via:** Ron Gorland, City Manager

**From:** Paul O'Dell, Golf and Country Club Director

**Subject:** Howard's Fertilizer and Chemical

## RECOMMENDATION:

Recommendation by Golf that Council award a Bid to Howard's Fertilizer and Chemical, utilizing Town of Davie Bid # B-12-34-3, in the amount of \$ 3500.00, for pre-emergent fertilizers as funds were approved in the FY13/14 Budget, pursuant to Section §31.11 (E)(5) of the City Code.

**DISCUSSION:** To purchase pre-emergent fertilizers to control invasive weeds.

Spent in FY 13/14: \$ 97,000.00

**Submission Date and Time:** 8/6/2014 1:13 PM

<u>Submitted by:</u>	<u>Approved by (sign as applicable):</u>	<u>Funding:</u>
<b>Department:</b> <u>Golf and Country Club</u>	<b>Dept. Head:</b> <u><i>Paul O'Dell</i></u>	<b>Dept./ Desc.:</b> <u>Golf Course Maintenance</u>
<b>Prepared by:</b> <u>Laurie Bland</u>	<b>Procurement:</b> <u><i>[Signature]</i></u>	<b>Account No.:</b> <u>001-5708-572-52-32</u>
<b>Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Asst. City Mgr.:</b> <u><i>[Signature]</i></u>	<b>Additional Funding:</b> <u>N/A</u>
<b>Budgeted/ Funded:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>City Manager:</b> <u><i>[Signature]</i></u>	<b>Amount previously approved:</b> \$ <u>97,000</u>
	<b>Attorney:</b> _____	<b>Current request:</b> \$ <u>3,500</u>
		<b>Total vendor amount:</b> \$ <u>100,500</u>



# AGENDA MEMORANDUM

**Meeting Date:** 8/11/2014

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

**Via:** Ron Gorland, City Manager

**From:** Tom Nash, Public Works Director

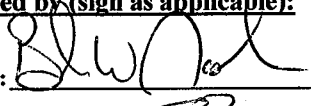

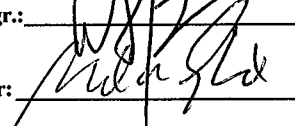
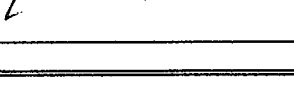
**Subject:** Vector Fleet contract renewal

## RECOMMENDATION:

Recommendation by Public Works that Council waive the competitive bid process and approve an expenditure to Vector Fleet Management for fleet maintenance services for \$193,603.00, pursuant to Section §31.11 (E)(6)(g) of the City Code and pursuant to the contract renewal option provided by the City's existing contract/contract vendor for an additional 1 year period.

**DISCUSSION:** This is the third & last year renewal option of the contract RFP# 04-10/11. The initial 2 year contract was approved by Council on 9/12/11 with options to renew 3 additional 1 year periods. Last fiscal year we spent \$187,057.00

**Submission Date and Time:** 7/15/2014 8:41 AM

<b><u>Submitted by:</u></b>  <b>Department:</b> Public Works <b>Prepared by:</b> Rosita Hernandez  <b>Attachments:</b> X Yes <input type="checkbox"/> No  <b>Budgeted/ Funded:</b> X Yes <input type="checkbox"/> No	<b><u>Approved by (sign as applicable):</u></b>  <b>Dept. Head:</b>  <b>Procurement:</b>  <b>Asst. City Mgr.:</b>  <b>City Manager:</b>  <b>Attorney:</b> _____	<b><u>Funding:</u></b>  <b>Dept./ Desc.:</b> Fleet Contractual <b>Account No.:</b> 001-5407-541-3400 <b>Additional Funding:</b> _____  <b>Amount previously approved:</b> \$ _____ <b>Current request:</b> \$ _____ <b>Total vendor amount:</b> \$ _____
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July 10, 2014

Mr. Ron Gorland  
City Manager  
City of Miami Springs  
201 Westward Drive  
Miami Springs, FL 33166

**RE: RFP # 04-10/11 Fleet Services/Maintenance**

Dear Mr. Gorland:

Vector Fleet Management, LLC is pleased to confirm that we are able to continue to provide fleet maintenance services to the City of Miami Springs, Florida.

Our understanding is that this will be Option Year # 3, which will be invoiced at the annual rate of \$193,603.00 as indicated on the RFP document. An excerpt of this document has been attached as reference.

As an aside, we have made an investment of \$7,840.74.00 in tooling and diagnostic equipment from contract start through June 2014. We do not have any plans for further investment in this area during the Option Year #3.

Vector Fleet Management has enjoyed working with the personnel of the City of Miami Springs and looks forward to continuing our strong relationship.

We thank you and appreciate your business.

Sincerely,

A handwritten signature in black ink, appearing to read "ROL".

Rob O. Lovi  
Vice President, Sales & Marketing

cc: Tom Nash, Rosita Hernandez, Craig Moran (Vector)

**SPECIAL CONDITIONS**

**SCOPE** The intent of these specifications is to set forth and convey to prospective Proposers the **Fleet Services/ Maintenance** as desired by the City of Miami Springs.

**TERM OF CONTRACT** This contract will be in effect for a one (1) year period effective from date of award and the prices quoted hereunder shall be firm to the City of Miami Springs for the duration of the contract. Prior to, or upon completion, of that initial term, the City of Miami Springs shall have the option to renew this contract for an additional three (3) one (1) year periods on a year-to-year basis. The renewals are contingent upon satisfactory performance by the contractor and availability of funds.

Indicate your acceptance or rejection of the City's renewal options by initialing the appropriate box and providing the amounts of fees quoted for each option year below.

Accept	Reject
X	

Option Year #1 180,732.00

Option Year #2 187,057.00

Option Year #3 193,603.00



# AGENDA MEMORANDUM

**Meeting Date:** 8/11/2014

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

**Via:** Ron Gorland, City Manager

**From:** Tom Nash, Public Works Director

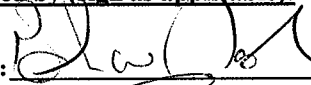



**Subject:** PO increase

## RECOMMENDATION:

Public Works requests Council to approve a change order to increase PO 140454, to Wrangler Construction in the amount of \$ 2,170.95, for DERM required modifications of two storm water catch basins for the Plover alley drainage project. Council approved \$ 49,465.00, January 27, 2014. Funds were approved in the FY 13/14 Budget, pursuant to Section §31.11 (F)(11)(b) of the City Code.

**DISCUSSION:** DERM modified original plans from 42" to 60" diameter to allow for the installation of 2 grease baffles in the same direction.

**Submission Date and Time:** 7/15/2014 2:35 PM

<u>Submitted by:</u>	<u>Approved by (sign as applicable):</u>	<u>Funding:</u>
<b>Department:</b> Public Works	<b>Dept. Head:</b> 	<b>Dept./ Desc.:</b> Storm Water Improvement o/t bldg.
<b>Prepared by:</b> Rosita Hernandez	<b>Procurement:</b> 	<b>Account No.:</b> 440-3901-539-6300
<b>Attachments:</b> X Yes <input type="checkbox"/> No	<b>Asst. City Mgr.:</b> 	<b>Additional Funding:</b> _____
<b>Budgeted/ Funded:</b> X Yes <input type="checkbox"/> No	<b>City Manager:</b> 	<b>Amount previously approved:</b> \$ 49,465.00
	<b>Attorney:</b> _____	<b>Current request:</b> \$ 2,170.95
		<b>Total vendor amount:</b> \$ 51,635.95





## SUBMITTAL PACKAGE



**EASTERN ENGINEERING GROUP** **001**  
**SHOP DRAWING PRECAST CONCRETE STRUCTURES**

- ☐ Reviewed, No Comments ☒ Rejected; Revise and Resubmit  
☐ Reviewed, Comments As Noted ☐ Not Reviewed

Review of this shop drawing is limited to verifying general compliance with the design concept as presented in the project plans and specifications. No detailed check of calculations, material quantities or dimensions was performed. Review shall not relieve the Contractor from the responsibility of adhering to design details, construction means and methods, coordination with other trades or any other requirements of the plans, specifications or contract. Notations made by Eastern Engineering Group on this shop drawing shall not be construed to endorse any additional work cost. Consult Structural Notes and Specifications for comprehensive review responsibilities.

### PROJECT:

**ALLEY BETWEEN CARDINAL ST & PLOVER AV.  
DRAINAGE IMPROVEMENTS  
MIAMI SPRINGS, FL.**

Revised by: Gonzalo A. Paz, P.E.

Date: 03/13/14

Wrangler PROJECT No. **15114-GE**

### SHOP DRAWING REVIEW WRANGLER CONSTRUCTION, INC.

This will confirm that this submission was reviewed prior to transmission to The Architect / Engineer. Approval of this submission remains the responsibility of the Architect / Engineer. This stamp shall not be construed as relieving the subcontractor / vendor of its responsibility for full compliance with the contract documents or for performance of any terms of the agreement.

- ☒ Reviewed: Transmit to A/E  
☐ Rejected: Subcontractor / vendor to resubmit  
☐ Other:

By: *[Signature]*

Date: 3/11/2014

12855 SW 136 Avenue, Suite 206  
Miami, Florida 33186

Telephone: 305-278-4719  
Fax: 305-278-4720



## ***Eastern Engineering Group***

3403 NW 82<sup>nd</sup> AVE  
Suite 320 B  
Miami, Florida 33122

Tel. (305) 599-8133  
Fax. (305) 599-8076

[www.easterneg.com](http://www.easterneg.com)  
[contacts@easterneg.com](mailto:contacts@easterneg.com)

**TO:** Manuel Perez-Vichot  
SouthEast Design Associates, Inc  
627 Eldron Drive Suite 101, Miami Springs, FL 33166

**FROM:** Gonzalo A. Paz, P.E.  
Professional Engineer, FL Reg. No. 60734

**DATE:** March 13, 2014

**RE:** **Response to Shop Drawings**  
**Project Name: Alley Between Cardinal ST & Plover Ave. Drainage**  
**Improvements, Miami Springs, FL.**  
**Submittal Package 001.**  
**Precast Concrete Structures**

---

Shop Drawing Comment:

Shop Drawing has been Rejected, please, Revise and Resubmit

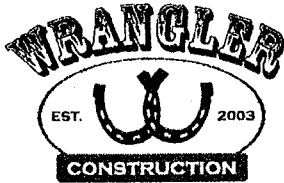
Comments:

- 1-Structure S-2 has grease baffles in both pipes and the precast structure shall be design to allow two baffles in the same direction (60" will be ok).
- 2-Structure S-3 has grease baffle in both pipes. Size of precast structure is ok.
- 3-Structure S-1 has no pipe at SE

If you have any questions or comments, please do not hesitate to contact us.

Very Truly Yours,

Gonzalo A. Paz, P.E.  
Professional Engineer  
Eastern Engineering Group, Inc.



## REQUEST FOR CHANGE ORDER

DATE: July 9, 2014

RCO No: 2

PROJECT: **Drainage System at Alley**  
315 Plover Ave.  
Miami Springs, FL.

TO: **Roy Rodriguez, P.M.**  
TGSVEenterprises, Inc.

SCOPE OF WORK: Installation of two (2) 60" diameter catch basins in lieu of the originals P-42 (42" diam.) originally quoted for this project.

REASON FOR REQUEST: Change in the drawings was requested by DERM during the permitting process.  
Not included in our original quote.

### SUMMARY

LABOR TOTAL (See attached)	496.00
MATERIAL TOTAL	1,175.00
EQUIPMENT TOTAL (See attached)	190.00
SUBCONTRACTORS TOTAL	0.00
LAB/MATL/EQPT/SUBCONTRACT	SUB-TOTAL 1,861.00
10% OVERHEAD	186.10
5% PROFIT	102.36
	SUB-TOTAL 2,149.46
1.0% P&P BOND	21.49
<b>GRAND TOTAL, THIS RCO</b>	
	<b>\$2,170.95</b>

This Request for Change Order generates a Time Extension to the Contract of One (1) working day.

  
Felix R. Clavelo, PM

12855 SW 136 Avenue, Suite 206  
Miami, FL 33186

Tel: 305-278-4719  
Fax: 305-278-4720

**Labor/Materials/Equipment/Subcontractors Breakdown/Estimate**PROJECT NAME: **Drainage System at Alley****two (2) 60" diameter round catch basins in lieu of P-42 round (42" diameter)****LABOR**

CLASSIFICATION	HRS	RATE	TOTAL
Foreman	8	\$ 27.50	220.00
Operator	8	\$ 21.50	172.00
Laborer	8	13.00	104.00
			0.00
			0.00
<b>TOTAL LABOR</b>			<b>\$496.00</b>

**Materials**

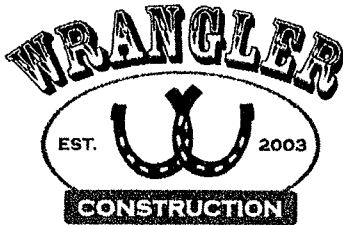
	Vendor	Qty	Unit	RATE	TOTAL
Pipe and accessories	Ferguson	0	LS	\$ -	\$ -
Catch Basins	Landmark	1	LS	\$ 1,175.00	\$ 1,175.00
Miscellaneous		1	LS	\$ -	\$ -
<b>TOTAL LABOR</b>					<b>\$ 1,175.00</b>

**EQUIPMENT**

ITEM	Description	EA	WK	RATE	TOTAL
Excavator	CAT 312		0	\$ 1,310.00	0.00
Back Hoe	CAT 420 Extended		0.2	\$ 950.00	190.00
Trash Pump		EA	0	\$ 400.00	0.00
					0.00
					0.00
					0.00
<b>TOTAL EQUIPMENT</b>					<b>\$190.00</b>

**SUBCONTRACTORS**

ITEM	Description	Qty	Unit	RATE	TOTAL
		0	LS	\$ -	0.00
		0	LS		0.00
					0.00
					0.00
					0.00
					0.00
<b>TOTAL SUBCONTRACTORS</b>					<b>\$0.00</b>



**SUBMITTAL PACKAGE  
001(R)  
PRECAST CONCRETE STRUCTURES**

**PROJECT:  
ALLEY BETWEEN CARDINAL ST & PLOVER AV.  
DRAINAGE IMPROVEMENTS  
MIAMI SPRINGS, FL.**

**Wrangler PROJECT No. 15114-GE**

**SHOP DRAWING REVIEW  
WRANGLER CONSTRUCTION, INC.**

This will confirm that this submission was reviewed prior to transmission to The Architect / Engineer. Approval of this submission remains the responsibility of the Architect / Engineer. This stamp shall not be construed as relieving the subcontractor / vendor of its responsibility for full compliance with the contract documents or for performance of any terms of the agreement.

- ☒ Reviewed: Transmit to A/E  
☐ Rejected: Subcontractor / vendor to resubmit  
☐ Other:

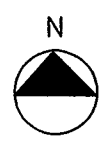
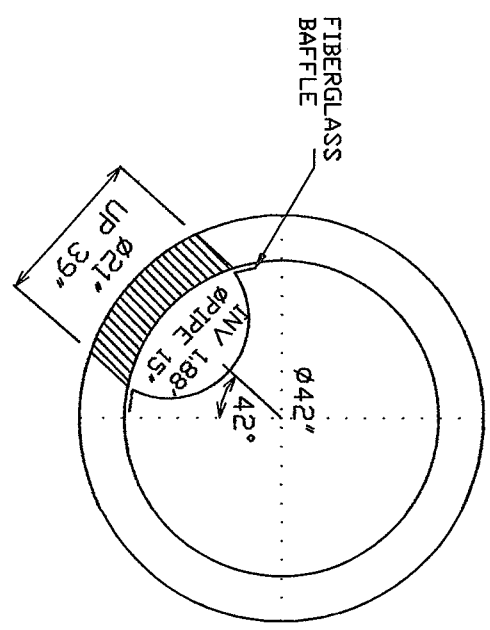
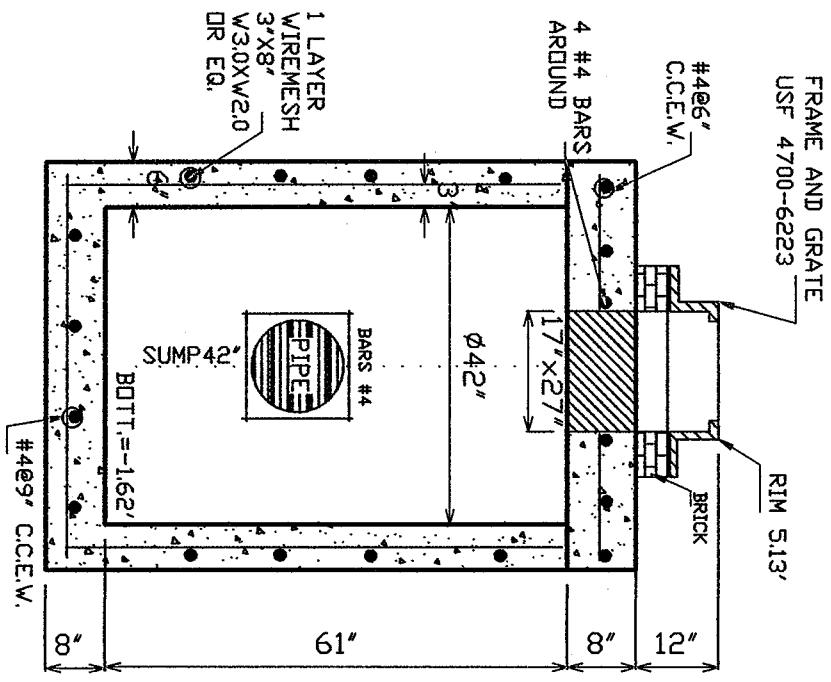
By: 

Date: 

12855 SW 136 Avenue, Suite 206  
Miami, Florida 33186

Telephone: 305-278-1719  
Fax: 305-278-1720

REBAR	W.W.MESH	CONCRETE	COMPONENT:		WALL	TOP SLAB D.D DIMENS	BOT SLAB D.D DIMENS
GRADE 60	GRADE 75	4000PSI@28DAYS			6"	Ø54"	Ø54"

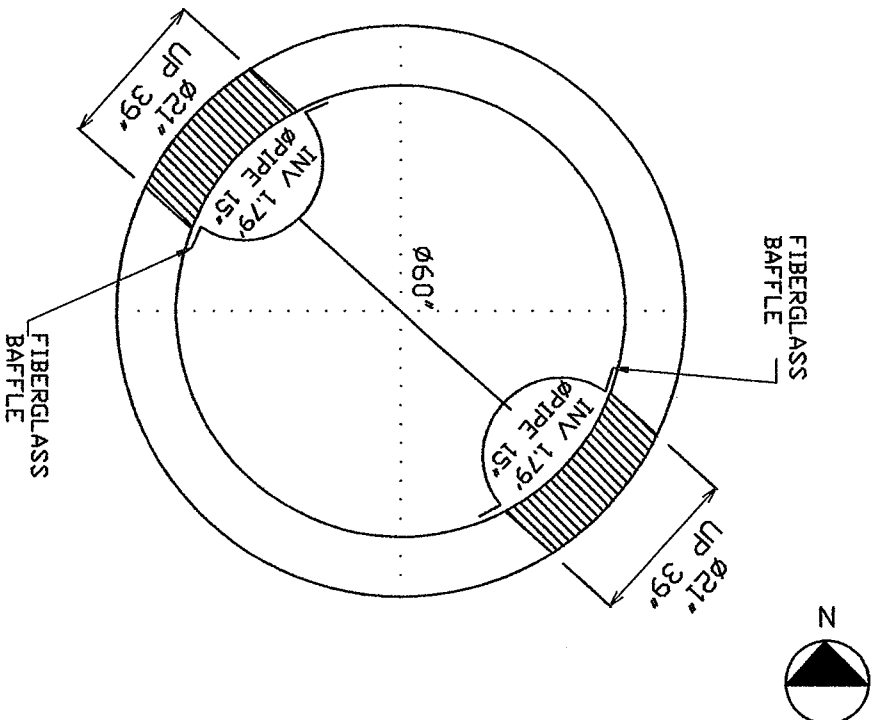
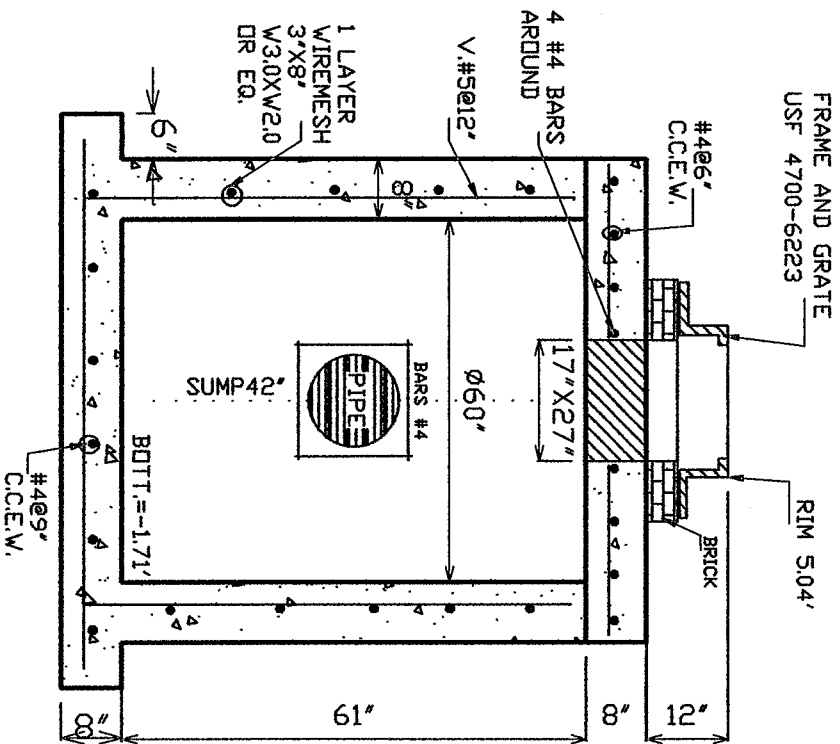


# LANDMARK PRECAST

Phone: 305-242-8888  
438 NW 10th Ave.  
Homestead FL, 33030

DATE: 03/03/14	CATCH BASIN TYPE P, 42" RD	INV: 1.88
JOB NAME: STORM DRAIN, IMP. C. OF MAIMI SPRINGS		SUMP: 42"
CUSTOMER: WRANGLER CONSTRUCTION INC.		DWG: NP
CASTING: USF 4700-6223		STR: No S-1
PIPE Ø 15" HDPE		

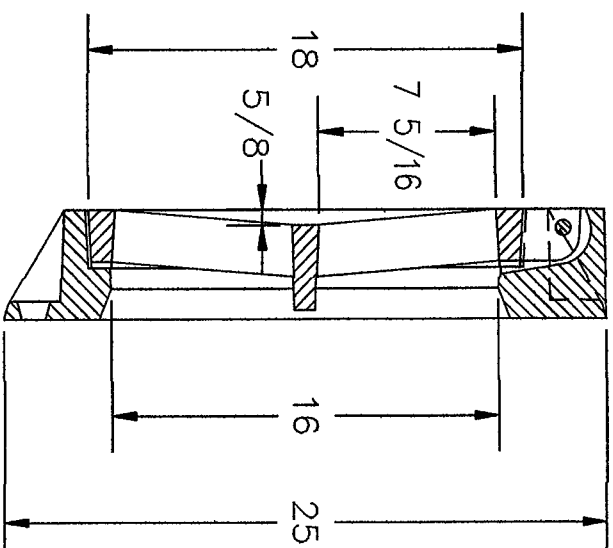
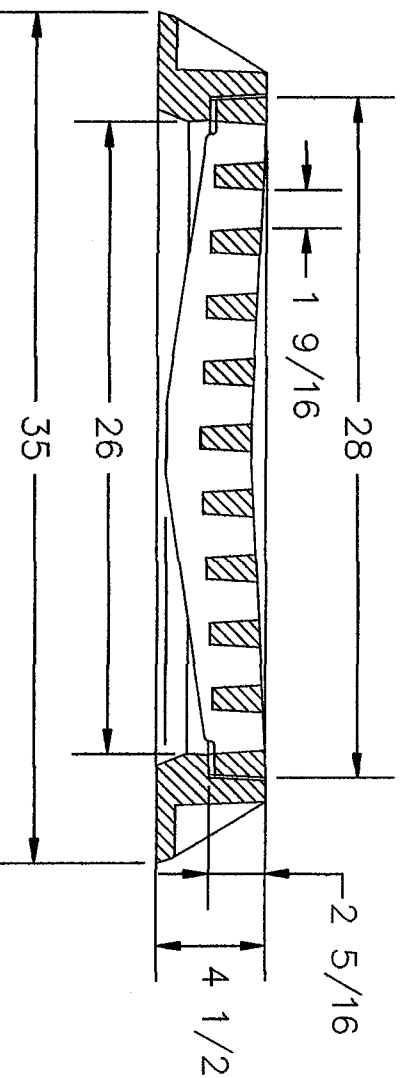
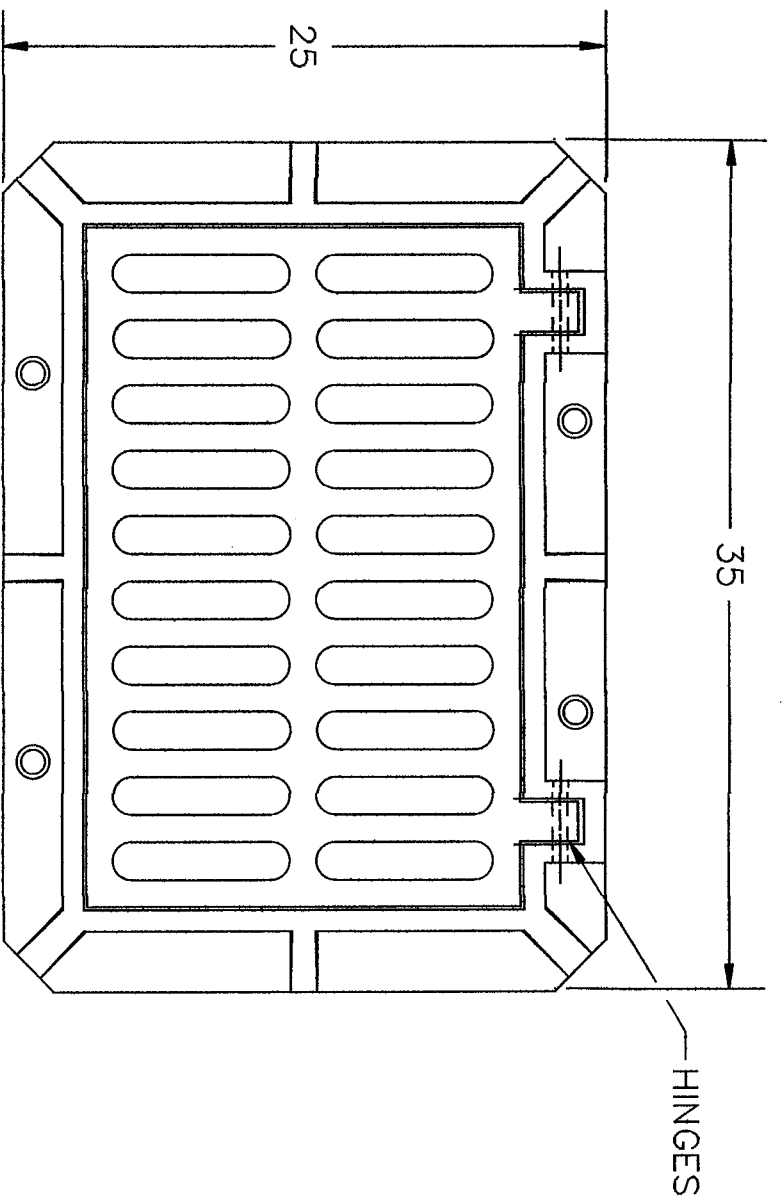
REBAR	W.W.MESH	CONCRETE	COMPONENT:		WALL	TOP SLAB O.D DIMENS	BOT SLAB O.D DIMENS
GRADE 60	GRADE 75	4000PSI@28DAYS			8"	Ø76"	Ø88"



# LANDMARK PRECAST

Phone: 305-242-8888  
438 NW 10th Ave.  
Homestead FL, 33030

DATE: 03/03/14	CATCH BASIN TYPE J, 60" RD	INV: 1.79/1.79
JOB NAME: STORM DRAIN, IMP. C. OF MAIMI SPRINGS		SUMP: 42"
CUSTOMER: WRANGLER CONSTRUCTION INC.		DWG: NP
CASTING: USF 4700-6223		STR: No S-2
PIPE Ø	15" HDPE	



NOTES:

- 1- MATERIAL; ASTM-A48 CLASS 35B GRAY IRON
- 2- GRATE WT. IS 155 LBS APP.
- 3- FRAME WT. IS 210 LBS. APP.

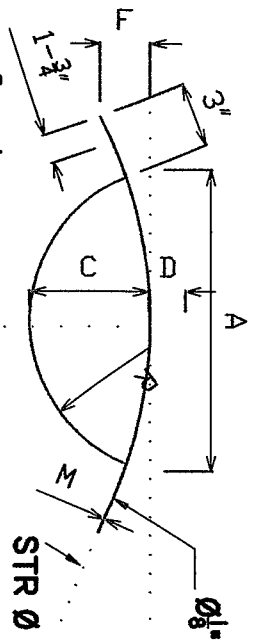
U.S. FOUNDRY & MFG. CORP.  
MIAMI, FLORIDA

USF 4700 FRAME & 6223  
GRATE WITH HINGES

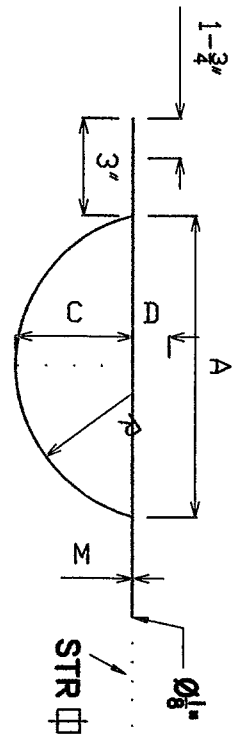
DWN. BY: A.M. DATE: 07/23/92

CHK. BY: DWG. NO: A2631



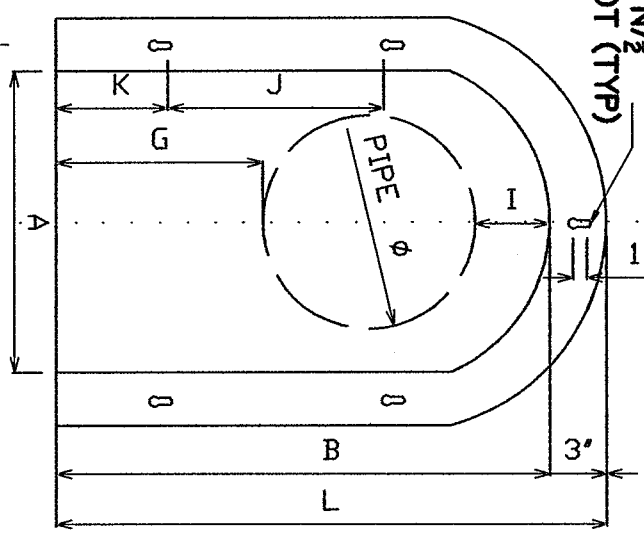


SECTION VIEW

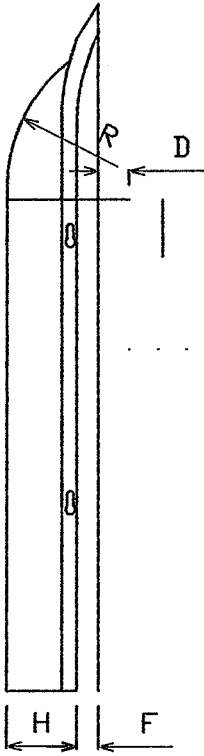
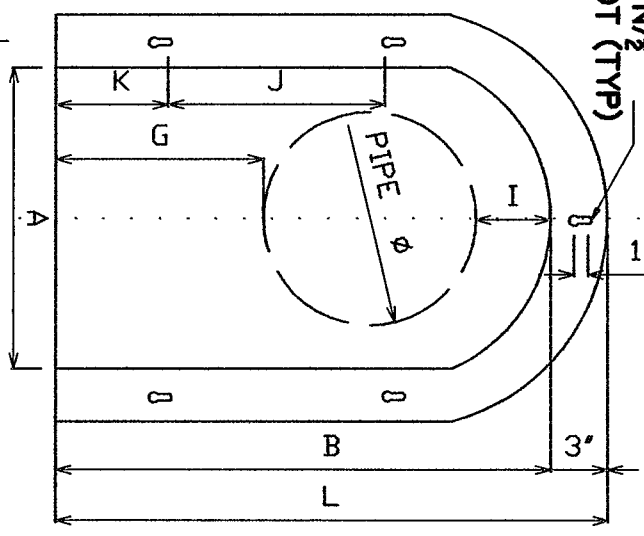


$\phi_{3/8}$  N/2" SLOT (TYP)

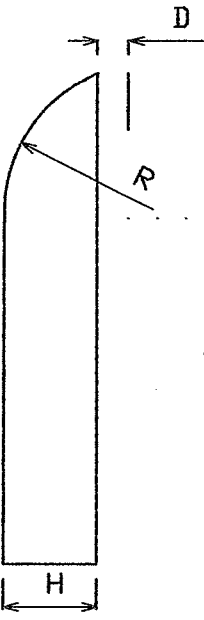
$\phi_{3/8}$  N/2" SLOT (TYP)



PLAN VIEW



ELEVATION VIEW



# LANDMARK PRECAST

Phone: 305-242-8888  
438 NW 10th Ave.  
Homestead FL, 33030

HYDRO-BAFFLES

FOR STORM DRAINAGE USE

REF-FROM & POLLUTION  
CONTROL DEVICE

PAGE: 1 / 2



GEOTECHNICAL MARINE CORP.

9939 NW 89 AVENUE.  
BAY 1  
MEDLEY, FL 33178  
TEL: (305) 863-8680



# AGENDA MEMORANDUM

**Meeting Date:** 8/11/2014

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

**Via:** Ron Gorland, City Manager

**From:** Tom Nash, Public Works Director

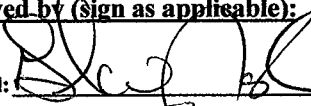

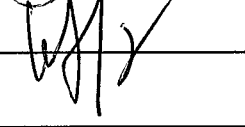
**Subject:** Circle sidewalk improvements

## RECOMMENDATION:

Recommendation by Public Works that Council award a Bid to Wrangler Construction, utilizing Miami Dade County RPQ #20130171, in the amount of \$ 41,760.00, for the repair of damaged curbing and sidewalk on main circle, pursuant to Section §31.11 (E)(5) of the City Code.

**DISCUSSION:** Replacement of damaged sidewalks and installation of ADA ramps and tiles. This would bring our existing curbs to code.

**Submission Date and Time:** 7/30/2014 3:00 PM

<b>Submitted by:</b>	<b>Approved by (sign as applicable):</b>	<b>Funding:</b>
Department: Public Works	Dept. Head: 	Dept./ Desc.: CITT
Prepared by: Rosita Hernandez	Procurement: 	Account No.: 135-0902-541-4600
Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Asst. City Mgr.: 	Additional Funding: _____
Budgeted/ Funded: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	City Manager: _____	Amount previously approved: \$ _____
	Attorney: _____	Current request: \$ <u>41,760.00</u>
		Total vendor amount: \$ <u>41,760.00</u>

# WRANGLER CONSTRUCTION, INC.

---

HOA / CITY  
FUNDING SOURCE

July 24, 2014

Mr. Lazaro Garaboa.

Via e-mail: garaboal@miamisprings-fl.gov

Re: Circle Sidewalk Improvements.  
Miami Springs, FL.

Subject: **New concrete curbs and sidewalk.**

Dear Mr. Garaboa:

Please consider this correspondence as our Proposal for the Labor Material and Equipment needed for the completion of the **new concrete curbs and sidewalk** at the referenced projects. All construction will be in accordance with the information provided during the site visit.

This Proposal is based only on a site visit. No Drawings and/or Technical Specifications were provided.

## **ARTICLE 1 - BASE BID SCOPE OF WORK**

- 1.1 Removal and disposal of approximately 3,520 SF of existing concrete sidewalk and 410 LF of concrete curb.
- 1.2 Installation of approximately 410 LF of new type "D" (18" x 4" with 2#5 rebar) concrete curb.
- 1.3 Installation of approximately 3,520 SF of new 4" concrete sidewalk
- 1.4 Installation of ten (10) detectable warning surfaces (ADA tiles).

## **ARTICLE 2 - INCLUSIONS**

*ITEMS PROVIDED BY WRANGLER CONSTRUCTION, INC.*

- 2.1 Furnish all labor, equipment and supervision to perform the scope of work outlined above.

## **ARTICLE 3 - EXCLUSIONS**

- 3.1 Required police officers if any (By the City of Miami Springs.)
- 3.2 Permits costs and/or processing fees (By the City of Miami Springs.)
- 3.3 Striping.
- 3.4 Wrangler Construction is not responsible for any unmarked underground utilities.

12855 SW 136 Avenue, Suite 206  
Miami, Florida 33186

Telephone: 305-278-4719  
Telefax:: 305-278-4720

**ARTICLE 4 BASE BID QUOTATION**

*OUR LUMP SUM PROPOSAL FOR THE WORK:*

**- REINFORCED CONCRETE CURBS AND CONCRETE SIDEWALKS**

**FORTY ONE THOUSAND SEVEN HUNDRED SIXTY DOLLARS and NO  
CENTS \_\_\_\_\_ (\$ 41,760.00).**

Please note that this Proposal is based **ONLY** on a site visit. No Drawings and/or Technical Specifications were provided.

All work will be done in accordance with the latest requirement requirements of the Miami Springs Public Work Department, Florida Building Code and the Florida Department of Transportation and of other applicable regulatory agencies having jurisdiction.

**Performance Bond not included** in this price.

We appreciate the opportunity to quote on this project. If we can be of further service, or if you have any questions regarding this Proposal, please do not hesitate to contact us at your earliest convenience. We remain

Cordially yours,

WRANGLER CONSTRUCTION, INC.

Felix R. Clavelo  
PM/Estimator

**WRANGLER**

# Memorandum



**Date:** May 6, 2014

**To:** Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

Agenda Item No. 8(L)(2)

**From:** Carlos A. Gimenez  
Mayor

**Subject:** Recommendation for Approval of the Use of Charter County Transportation Surtax Funds for Push-Button Contracts

## Recommendation

It is recommended that the Board of County Commissioners (BCC) approve the use of Charter County Transportation Surtax (Surtax) Funds for Push-Button Contracts which have previously been awarded under the Miscellaneous Construction Contracts (MCC) 7360 Plan and 7040 Plan for various Infrastructure improvements projects. These contracts are currently approved for the use of non-Surtax funding sources via the MCC Program, with this item seeking approval of Surtax funding for those roadway and neighborhood improvement projects included within the People's Transportation Plan (PTP). The contracts are described below and in more detail in the accompanying attachments:

Contract No. 1 – *Push-Button Contract for Roadway Resurfacing* (RPQ No. 20130169, MCC 7360 Plan) in the amount of \$1,834,892.70 to H & R Paving, Inc.

Contract No. 2 – *Push-Button Contract for Sidewalk Improvements* (RPQ No. 20130171, MCC 7040 Plan) in the amount of \$989,659.32 to Wrangler Construction, Inc.

Contract No. 3 – *Push-Button Contract for Intersection Improvements* (RPQ No. 20130173, MCC 7040 Plan) in the amount of \$1,512,240.80 to Quality Paving Corp.

Contract No. 4 – *Push-Button Contract for Pavement Markings Installation* (RPQ No. 20130174, MCC 7040 Plan) in the amount of \$453,063.32 to Pro Striping USA Corp.

Contract No. 5 – *Push-Button Contract for Street Lighting Improvements* (RPQ No. 20130212, MCC 7040 Plan) in the amount of \$809,475.36 to R & D Electric, Inc.

Contract No. 6 – *Push-Button Contract for Roadway Resurfacing* (RPQ No. 20130244, MCC 7360 Plan) in the amount of \$1,885,227.62 to Metro Express, Inc.

## Scope

These contracts have been previously awarded under the MCC Program, with scopes of work consisting of roadway resurfacing, sidewalk improvements, intersection improvements, pavement markings installation, and street lighting improvements at various locations within Miami-Dade County.

**Fiscal Impact/Funding Source**

The fiscal impact to the Surtax shall not exceed the contract award amount for each contract. There is no fiscal impact to operations or maintenance.

**Track Record/Monitor**

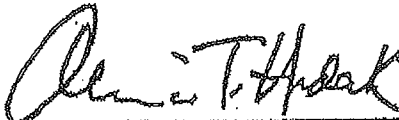
The person responsible for all PTP projects in the Public Works and Waste Management Department (PWWM) is the Capital Improvements Coordinator, Mr. Alejandro Martinez-Esteve, RA, LEED AP.

**Background**

Push-Button Contracts provide PWWM a means of quickly responding to critical construction and repair needs via a competitively bid contract. The work on these contracts is initiated via work order on an as needed basis to address these needs. Within the contract, an estimated quantity is provided for bidding purposes, and plan details are not available at the time of the bid. Bidders are advised that actual quantities may vary, depending on the scope of work identified in each work order. Payment is based on the authorized work completed by the contractor.

These Contracts were procured through the MCC Program, as noted in Exhibits "A through F," with Secondary Gas Tax and/or Road Impact Fee funding identified. PWWM forwarded a Request for Price Quotation, by way of facsimile transmission, to a pool of firms that had registered with the Internal Services Department for each respective trade. Additionally, PWWM advertised each project in the *Daily Business Review* and all solicitations were available on-line through the Miami-Dade County portal under the "Procurement Solicitations" link. Each project's award evaluation was based upon the bid submitted by the lowest responsive and responsible bidder, and due diligence was conducted in accordance with the Internal Services Department's Procurement Guidelines to determine Contractor responsibility, including verifying corporate status with the Florida Department of State, Division of Corporations and review of performance or compliance issues.

Adoption of this Resolution would authorize the use of Surtax funds for those roadway and neighborhood improvement projects included within the PTP. Consistent with Florida Statute 212.055 and Sections 29-124 and 2-1421 of the Miami-Dade County Code, Surtax funds will only be used for projects included in the Five Year PTP Implementation Plan.



Alina T. Hudak  
Deputy Mayor



# AGENDA MEMORANDUM

**Meeting Date:** 8/11/2014

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

**Via:** Ron Gorland, City Manager

**From:** Tom Nash, Public Works Director

**Subject:** Collapse of travel lane on Circle

## RECOMMENDATION:

Recommendation by Public Works that Council award a Bid to Wrangler Construction, utilizing Miami Dade County RPQ #20130171, in the amount of \$ 16,016.00, for repair of roadway damage on the main traffic circle, pursuant to Section §31.11 (E)(5) of the City Code.

**DISCUSSION:** The center travel lane is collapsing and area has to be excavated to determine the cause. The area affected follows trench line of the existing storm water piping.

**Submission Date and Time:** 7/30/2014 2:56 PM

<u>Submitted by:</u>	<u>Approved by (sign as applicable):</u>	<u>Funding:</u>
<b>Department:</b> <u>Public Works</u>	<b>Dept. Head:</b> <u>[Signature]</u>	<b>Dept./ Desc.:</b> <u>Storm water improvements</u>
<b>Prepared by:</b> <u>Rosita Hernandez</u>	<b>Procurement:</b> <u>[Signature]</u>	<b>Account No.:</b> <u>440-3901-539-6300</u>
<b>Attachments:</b> X Yes <input type="checkbox"/> No	<b>Asst. City Mgr.:</b> <u>[Signature]</u>	<b>Additional Funding:</b> _____
<b>Budgeted/ Funded:</b> X Yes <input type="checkbox"/> No	<b>City Manager:</b> _____	<b>Amount previously approved:</b> \$ _____
	<b>Attorney:</b> _____	<b>Current request:</b> \$ <u>16,016.00</u>
		<b>Total vendor amount:</b> \$ <u>16,016.00</u>

# WRANGLER CONSTRUCTION, INC.

---

July 24, 2014

Mr. Lazaro Garaboa.

Via e-mail:garaboal@miamisprings-fl.gov

Re: Asphalt Repair at Circle.  
Miami Springs, FL.

Subject: **Asphalt renovation.** / COLLAPSE OF TRAVEL LANE ON CIRCLE

Dear Mr. Garaboa:

Please consider this correspondence as our Proposal for the Labor Material and Equipment needed for the completion of the **asphalt repair** at the referenced projects. All construction will be in accordance with the information provided during the site visit.

This Proposal is based only on a site visit. No Drawings and/or Technical Specifications were provided.

## **ARTICLE 1 - BASE BID SCOPE OF WORK**

- 1.1 Removal and disposal of approximately 1,820 SF of existing damaged 2" asphalt surface.
- 1.2 Sub-base stabilization.
- 1.3 Removal and disposal of approximately 1,820 SF of existing damaged 12" limerock base.
- 1.4 Installation of approximately 1,820 SF of new 12" limerock base (including the corresponding density testing as required.)
- 1.5 Installation of approximately 1,820 SF of new 2" asphaltic surface with temporary asphalt.
- 1.6 Maintenance of traffic.

## **ARTICLE 2 - INCLUSIONS**

*ITEMS PROVIDED BY WRANGLER CONSTRUCTION, INC.*

- 2.1 Furnish all labor, equipment and supervision to perform the scope of work outlined above.

## **ARTICLE 3 - EXCLUSIONS**

12855 SW 136 Avenue, Suite 206  
Miami, Florida 33186

Telephone: 305-278-4719  
Telefax:: 305-278-4720



**Page 2**

- 3.1 Required police officers if any (By the City of Miami Springs.)
- 3.2 Permits costs and/or processing fees (By the City of Miami Springs.)
- 3.3 Striping
- 3.4 Wrangler Construction is not responsible for any unmarked underground utilities.

**ARTICLE 4 BASE BID QUOTATION**

*OUR LUMP SUM PROPOSAL FOR THE WORK:*

**- 2" ASPHALT REPAIR**

**TWELVE THOUSAND SIX HUNDRED THIRTY DOLLARS and NO CENTS**  
**(\$ 12,630.00).**

**-ALTERNATE WITH 2" ASPHALTIC SURFACE TYPE S-III**

**SIXTEEN THOUSAND SIXTEEN DOLLARS and NO CENTS** (\$  
**16,016.00).**

Please note that this Proposal is based **ONLY** on a site visit. No Drawings and/or Technical Specifications were provided.

All work will be done in accordance with the latest requirement requirements of the Miami Springs Public Work Department, Florida Building Code and the Florida Department of Transportation and of other applicable regulatory agencies having jurisdiction.

**Performance Bond not included** in this price.

We appreciate the opportunity to quote on this project. If we can be of further service, or if you have any questions regarding this Proposal, please do not hesitate to contact us at your earliest convenience. We remain

Cordially yours,

WRANGLER CONSTRUCTION, INC.

---

Felix R. Clavelo  
PM/Estimator

**WRANGLER**



# AGENDA MEMORANDUM

**Meeting Date:** 8/11/2014

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

**Via:** Ron Gorland, City Manager

**From:** Tom Nash, Public Works Director

**Subject:** Mokena Drive Drainage Improvements

## RECOMMENDATION:

Recommendation by Public Works that Council award a Bid to Metro Express, utilizing Miami Dade County contract # 20130244, in the amount of \$ 170,050.00, for Mokena Drive storm water project, pursuant to Section §31.11 (E)(5) of the City Code. Funds available in the storm water fund.

**DISCUSSION:** The drains in this area are very old and the businesses get flooded with heavy rains. We have money in the storm water fund to repair the area at this time.

**Submission Date and Time:** 6/30/2014 2:50 PM

<b><u>Submitted by:</u></b>	<b><u>Approved by (sign as applicable):</u></b>	<b><u>Funding:</u></b>
Department: <u>Public Works</u>	Dept. Head: <u>Thomas W. Nash</u>	Dept./ Desc.: <u>Storm water improvements</u>
Prepared by: <u>Rosita Hernandez</u>	Procurement: <u>[Signature]</u>	Account No.: <u>440-3901-539-6300</u>
Attachments: X Yes <input type="checkbox"/> No	Asst. City Mgr.: <u>[Signature]</u>	Additional Funding: _____
Budgeted/ Funded: X Yes <input type="checkbox"/> No	City Manager: <u>[Signature]</u>	Amount previously approved: \$ _____
	Attorney: _____	Current request: \$ <u>170,050.00</u>
		Total vendor amount: \$ <u>170,050.00</u>



Metro Express, Inc.  
State Wide General Engineering Contractors  
CGC050965- E-201301

Permit 14-462

Licensed  
Insured  
Bonded

## PROPOSAL

Quote No.	07162014 - 001	Date:	6/16/2014
To:	CIYT OF MIAMI SPINGS - PUBLIC WORKS DEPARTMENT 345 N. ROYAL POINCIANA BLVD MIAMI SPRINGS, FL 33166-5259		
Contact	Lazaro Phone: 305-805-5170 Fax: 305-805-5195		
Job:	MOKENA DRIVE DRAINAGE IMPROVEMENTS PER PLANS BY ATKINS		

We hereby propose to furnish all labor, material and equipment subject to terms and conditions as follows:

The job will include and be limited to the following:

	Qty	Unit	UP	Total
FD	600	L/F	\$160.00	\$96,000.00
G Boxes	2	Each	\$6,000.00	\$12,000.00
Baffuls	4	Each	\$500.00	\$2,000.00
Sil + fence	300	L/F	\$3.00	\$900.00
CB Removals	5	Each	\$200.00	\$1,000.00
P Curb	50	L/F	\$18.00	\$900.00
Limerock Base Trench Area 134 C/Y	400	S/Y	\$15.00	\$6,000.00
Sod Area Limerock	1		\$3,000.00	\$3,000.00
Sidewalk	2150		\$5.00	\$10,750.00
Milling	1		\$6,200.00	\$6,200.00
Resurfacing	1		\$17,000.00	\$17,000.00
Asphalt Trench area	500	S/Y	\$9.00	\$4,500.00
Sil + fence	1		\$1,800.00	\$1,800.00
Inlet Protection	1		\$500.00	\$500.00
Striping	1		\$3,000.00	\$3,000.00
D Curb	50	L/F	\$20.00	\$1,000.00
MOT	1		\$3,000.00	\$3,000.00
Sod	1		\$500.00	\$500.00
<b>TOTAL</b>				<b>\$170,050.00</b>

### Notes:

- \*\*All other job not listed above will be billed at additional charge.
- \*\*Price do not include any permit (to be obtained by others), MOT, surveying, tree removal, valve adjustment, testing, layout, marking, painting, as-built, regrading, landscaping, etc
- \*\*Not responsible for area not ready, cars or any other obstacle in the area of work.
- \*\*All work to be performed in regular daily operation hours during weekdays.

We hereby propose to furnish labor and materials, complete in accordance with above specifications, for the sum shown above, with payment to be made within 30 days after work completed.  
THIS PROPOSAL SUBJECT TO ACCEPTANCE WITHIN 30 DAYS AND IS VOID THEREAFTER AT THE OPTION OF METRO EXPRESS INC.

Authorized Signature: DT

### ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are hereby accepted. You are authorized to do work as specified. Payment will be made as outline above and interest charges may be charged upon delinquent accounts.

ACCEPTED BY:

name

signature

DATE:

# Memorandum



**Date:** May 6, 2014

**To:** Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

Agenda Item No. 8(L)(2)

**From:** Carlos A. Gimenez  
Mayor

**Subject:** Recommendation for Approval of the Use of Charter County Transportation Surtax Funds for Push-Button Contracts

## Recommendation

It is recommended that the Board of County Commissioners (BCC) approve the use of Charter County Transportation Surtax (Surtax) Funds for Push-Button Contracts which have previously been awarded under the Miscellaneous Construction Contracts (MCC) 7360 Plan and 7040 Plan for various Infrastructure Improvements projects. These contracts are currently approved for the use of non-Surtax funding sources via the MCC Program, with this item seeking approval of Surtax funding for those roadway and neighborhood improvement projects included within the People's Transportation Plan (PTP). The contracts are described below and in more detail in the accompanying attachments:

Contract No. 1 – *Push-Button Contract for Roadway Resurfacing* (RPQ No. 20130169, MCC 7360 Plan) in the amount of \$1,834,892.70 to H & R Paving, Inc.

Contract No. 2 – *Push-Button Contract for Sidewalk Improvements* (RPQ No. 20130171, MCC 7040 Plan) in the amount of \$989,659.32 to Wrangler Construction, Inc.

Contract No. 3 – *Push-Button Contract for Intersection Improvements* (RPQ No. 20130173, MCC 7040 Plan) in the amount of \$1,512,240.80 to Quality Paving Corp.

Contract No. 4 – *Push-Button Contract for Pavement Markings Installation* (RPQ No. 20130174, MCC 7040 Plan) in the amount of \$453,063.32 to Pro Striping USA Corp.

Contract No. 5 – *Push-Button Contract for Street Lighting Improvements* (RPQ No. 20130212, MCC 7040 Plan) in the amount of \$809,475.36 to R & D Electric, Inc.

→ Contract No. 6 – *Push-Button Contract for Roadway Resurfacing* (RPQ No. 20130244, MCC 7360 Plan) in the amount of \$1,885,227.62 to Metro Express, Inc.

## Scope

These contracts have been previously awarded under the MCC Program, with scopes of work consisting of roadway resurfacing, sidewalk improvements, intersection improvements, pavement markings installation, and street lighting improvements at various locations within Miami-Dade County.

**Fiscal Impact/Funding Source**

The fiscal impact to the Surtax shall not exceed the contract award amount for each contract. There is no fiscal impact to operations or maintenance.

**Track Record/Monitor**

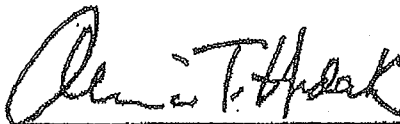
The person responsible for all PTP projects in the Public Works and Waste Management Department (PWWM) is the Capital Improvements Coordinator, Mr. Alejandro Martinez-Esteve, RA, LEED AP.

**Background**

Push-Button Contracts provide PWWM a means of quickly responding to critical construction and repair needs via a competitively bid contract. The work on these contracts is initiated via work order on an as needed basis to address these needs. Within the contract, an estimated quantity is provided for bidding purposes, and plan details are not available at the time of the bid. Bidders are advised that actual quantities may vary, depending on the scope of work identified in each work order. Payment is based on the authorized work completed by the contractor.

These Contracts were procured through the MCC Program, as noted in Exhibits "A through F," with Secondary Gas Tax and/or Road Impact Fee funding identified. PWWM forwarded a Request for Price Quotation, by way of facsimile transmission, to a pool of firms that had registered with the Internal Services Department for each respective trade. Additionally, PWWM advertised each project in the *Daily Business Review* and all solicitations were available on-line through the Miami-Dade County portal under the "Procurement Solicitations" link. Each project's award evaluation was based upon the bid submitted by the lowest responsive and responsible bidder, and due diligence was conducted in accordance with the Internal Services Department's Procurement Guidelines to determine Contractor responsibility, including verifying corporate status with the Florida Department of State, Division of Corporations and review of performance or compliance issues.

Adoption of this Resolution would authorize the use of Surtax funds for those roadway and neighborhood improvement projects included within the PTP. Consistent with Florida Statute 212.055 and Sections 29-124 and 2-1421 of the Miami-Dade County Code, Surtax funds will only be used for projects included in the Five Year PTP Implementation Plan.



Alina T. Hudak  
Deputy Mayor



# AGENDA MEMORANDUM

**Meeting Date:** 8/11/2014

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

**Via:** Ron Gorland, City Manager

**From:** Harold "Tex" Ziadie, Building & Code Compliance Director

**Subject:** Angel M. Alvarez - Purchase Order Increase-P.O. #140191

## RECOMMENDATION

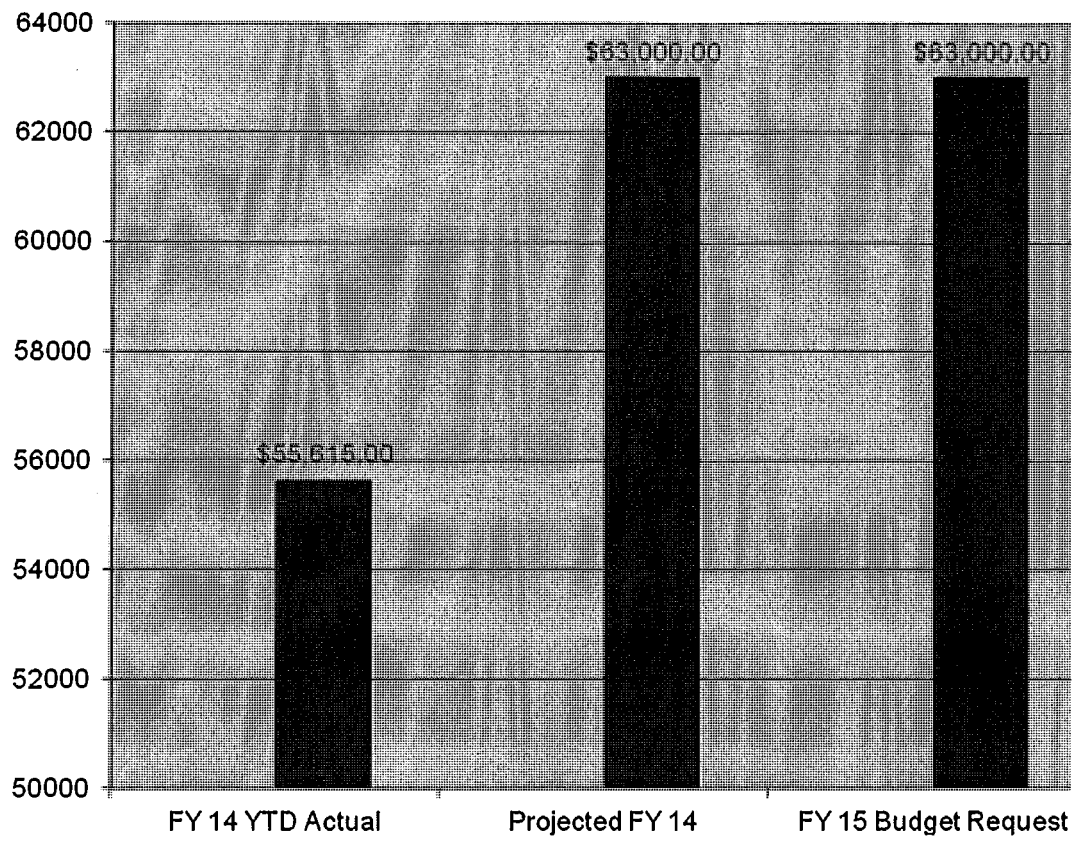
Recommendation by Bldg. & Code Compliance that Council waive the competitive bid process and approve an expenditure to Angel M. Alvarez, on an "as needed basis" in the amount of \$ 8,000, for Roofing Plan Reviews, and roofing and building inspections as funds were approved in the FY 13/14 Budget, pursuant to Section §31.11 (E)(6)(g) of the City Code.

**DISCUSSION:** Roofing plan reviews and building inspections for driveways, fences and windows have exceeded expectations and additional funds are needed to cover the expense. There are adequate funds in the budget to cover this expense. Currently the Department is exceeding revenue projections and costs are running below budget. Attached is a chart showing the expenditures for this Vendor year to date and the anticipated budget request for FY 15.

**FISCAL IMPACT:** None-covered in budget

**Submission Date and Time:** 8/5/2014 3:38 PM

<u>Submitted by:</u>	<u>Approved by (sign as applicable):</u>	<u>Funding:</u>
Department: <u>Building and Code Compliance</u>	Dept. Head: <u>Tex Ziadie</u>	Dept./ Desc.: <u>Protective Insp/Other contr sves</u>
Prepared by: <u>Tex Ziadie</u>	Procurement: <u>[Signature]</u>	Account No.: <u>001-2401-524-34-00</u>
Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Asst. City Mgr.: _____	Additional Funding: _____
Budgeted/ Funded: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	City Manager: <u>[Signature]</u>	Amount previously approved: \$ <u>\$55,000</u>
	Attorney: _____	Current request: \$ <u>\$8,000</u>
		Total vendor amount: \$ <u>\$63,000</u>



**RESOLUTION NO. 2014 -**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS PROVIDING FOR THE FOURTH BUDGET AMENDMENT TO THE FY 2013-2014 BUDGET; BY INCREASING THE FUND BALANCE AND RECREATION AND CULTURE BUDGETS OF THE GENERAL FUND; RECORDING THE CON EDISON ENERGY CONSERVATION PROJECT, AQUATIC FACILITY PROJECT CONSULTANTS CONTRACTS AND COSTS ASSOCIATED WITH THE AQUATIC FACILITY PROJECT IN THE CAPITAL PROJECTS BUDGET OF THE SPECIAL REVENUE AND CAPITAL PROJECTS FUND; PROVIDING INTENT; 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 Fund Balance and the Recreation and Culture budgets of the City General Fund need to be increased by \$178,545 to provide for the payment of the Stafford Park Renovation and Maintenance Project; and,

**WHEREAS**, it proper and appropriate to record \$1,605,244 for the ConEdison Energy Conservation Project and \$302,600 for the Aquatic Facility Project Consultants and related expenses in the Capital Projects budget of the Special Revenue and Capital Projects fund; and,

**WHEREAS**, the City Council has determined that the budget increases, recordations, and appropriations previously set forth herein are both proper and appropriate, in accordance with generally accepted municipal accounting principles, and in the best interests of the City and its citizens:

**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 to the various revenues and expenditures of the budgets and funds set forth in Exhibit "A" attached hereto.

**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 and the Exhibit attached hereto.

**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 \_\_\_\_\_ day of \_\_\_\_\_, 2014, on a motion by \_\_\_\_\_ and seconded by \_\_\_\_\_.

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

\_\_\_\_\_  
Zavier M. Garcia, Mayor

**ATTEST:**

\_\_\_\_\_  
Erika Gonzalez-Santamaria, CMC, City Clerk

**APPROVED AS TO LEGALITY AND FORM:**

\_\_\_\_\_  
Jan K. Seiden, City Attorney

**EXHIBIT "A"**

**City of Miami Springs**  
**FY 2013-14 Budget Amendment**  
**All Operating Funds**

<b>Fund/Classification</b>	<b>Amended Budget</b>	<b>Amendment No. 4</b>	<b>Ref</b>	<b>Amended Budget</b>
<b>General Fund</b>				
<b>Revenues</b>				
Taxes	\$6,724,332			\$6,724,332
Excise Taxes	2,675,000			2,675,000
Licenses & Permits	777,200			777,200
Intergovernmental Revenues	1,963,613	-		1,963,613
Charges for Services	1,565,830	-		1,565,830
Fines & Forfeitures	470,914			470,914
Miscellaneous	249,962			249,962
Interfund Transfers-In	530,000			530,000
Proceeds from loan	624,996			624,996
Fund Balance	139,990	\$178,545	2	318,535
<b>Total General Fund</b>	<b>\$15,721,837</b>	<b>\$178,545</b>		<b>\$15,900,382</b>
<b>Expenditures</b>				
City Council	140,815			140,815
City Manager	349,603			349,603
City Clerk	245,157			245,157
City Attorney	171,000			171,000
Human Resources	189,516			189,516
Finance-Administration	582,442			582,442
Finance-Professional Services	272,255			272,255
Information Technology	331,508			331,508
Planning	93,447			93,447
Police	5,974,804			5,974,804
Building, Zoning, and Code Enforcement	569,547			569,547
Public Works	1,542,222			1,542,222
Recreation & Culture	2,037,226	178,545	2	2,215,771
Golf Operations	2,529,288			2,529,288
Transfers to other funds	502,541			502,541
Budgeted Increase to reserves	190,466			190,466
<b>Total General Fund</b>	<b>15,721,837</b>	<b>178,545</b>		<b>15,900,382</b>
Sanitation Operations	2,343,880			2,343,880
Stormwater Operations	461,181			461,181
<b>Total Enterprise Funds</b>	<b>2,771,566</b>	<b>\$0</b>		<b>\$2,805,061</b>
<b>Special Revenue &amp; Capital Projects</b>				
Road & Transportation	906,090			\$906,090
Senior Center Operations	367,543	0		367,543
Capital Projects	13,388	1,907,844	1,3	1,921,232
Law Enforcement Trust	301,751	0		301,751
<b>Total Special Revenue &amp; Capital Projects Funds</b>	<b>1,405,772</b>	<b>\$1,907,844</b>		<b>\$3,496,616</b>
G.O. Bonds - Series 1997	699,912	\$0		\$699,912
<b>Total Debt Service</b>	<b>699,912</b>			<b>\$699,912</b>
<b>GRAND TOTAL ALL FUNDS</b>	<b>\$20,895,173</b>	<b>\$2,086,389</b>		<b>\$22,901,971</b>

**Legend:**

- 1) Budget for \$286,000 B&A contract, \$12,500 Dunlap contract, and \$4100 mailing and printing costs for surveys and save the dat
- 2) Budget for \$178,545 for the Stafford Park renovation and maintenance project
- 3) Record \$1,605,244 Energy Conservation Project with Con Edison

## 500 BLOCK OF LUDLAM TRAFFIC STUDY TIME LINE

**June 2013:** An unknown resident contacted the Community Policing Office complaining about the visibility on Ludlam Drive by Woodys. She advised me that when she is at the Payne Drive stop sign she has to almost be on Ludlam Drive before she can see if it is clear to turn left. She said the cars parked on the Ludlam swale also prevented her from seeing the oncoming traffic.

**July 25, 2013:** Mr. Todd Stiff sends Councilman Windrem an e-mail. Mr. Stiff advised of the dangerous situation caused by people parking on the side of Ludlam at the rear of Woodys. He further states the cars block the sight line of drivers stopped at the stop sign where Payne Drive meets Ludlam Drive.

**July 25, 2013:** Chief Baan sends an e-mail to all Miami Springs Police sergeants, lieutenants, police captain, communications supervisor, and an administrative assistant requesting patrol units monitor the unsafe parking situation in the area of Woodys.

**August 2013:** Officer Pessolano asked if the Community Policing Office could do something to correct the lack of visibility in the 500 block of Ludlam. He stated the stop bar on Payne Drive was so far back from the street, you have to pull up and be on Ludlam Drive to see if traffic is coming.

**January 2014:** Two residents walked into the Community Policing Office and spoke to Officer Capote. They asked if anything could be done about the parking at Woodys. They advised they live in the apartments across from Woodys and there was no place to park a lot of the time when they arrive home at night. They also added all the cars limit their visibility when driving onto Ludlam Drive from the area.

**January 2014:** Dispatcher II Joyce Cox contacted Sgt. Deal on two occasions advising him she had received calls from people complaining how they cannot see when driving on to Ludlam Drive because people were parking perpendicular on the Ludlam swale behind Woodys.

**January 13, 2014:** After several months of monitoring the situation, a formal request for a traffic study was submitted to Miami-Dade County.

January 13, 2014

Miami Springs Community Policing Office  
274 Westward Drive  
Miami Springs, FL 33166  
(305) 888-5286  
[jsimon@mspd.us](mailto:jsimon@mspd.us)

Chief, Traffic Engineering Division  
Miami-Dade County Public Works Department  
111 NW 1 St., Suite 1510  
Miami, FL 33128-1970

To Whom It May Concern:

It has been brought to my attention that the Miami Springs Police Department has received numerous citizen complaints regarding the visibility at Ludlam Drive/Payne Drive intersection as well as the Ludlam Drive/Linwood Drive intersection. As vehicles travel westbound on either Payne Drive or Linwood Drive approaching Ludlam Drive the driver's view of Ludlam Drive is obstructed. This is due to vehicles parked in the 500 block of Ludlam Drive on the east side. When drivers are west on Payne Drive approaching the 500 block of Ludlam Drive they are unable to see the northbound traffic approaching on Ludlam Drive and when drivers are westbound on Linwood Drive approaching the 500 block of Ludlam Drive they are unable to see the southbound Ludlam Drive traffic approaching.

I am requesting a traffic study be done to see if no parking signs can be placed in the 500 block of Ludlam Drive on the east side. I believe this would solve the problem of driver's views being obstructed. If this is not feasible any other changes would be greatly appreciated.

Thank you for any help you can give to this matter.

Sincerely,

OFC. 

Officer Janice Simon

Enclosures





# MEMORANDUM

**TO:** Chief, Traffic Engineering Division  
Miami-Dade County Public Works Dept.  
111 NW 1 Street, Suite 1510  
Miami, FL 33128-1970

**DATE:** January 13, 2014

**SUBJECT:** Request for Traffic Engineering Study

**FROM:** Officer Janice Simon Badge # 0137

**LOCATION:** 500 block of Ludlam Drive

Rank: Officer, Miami Springs Police Department  
Telephone: (305) 888-5286  
E-mail: jsimon@mspd.us

It is requested that a traffic engineering study be conducted at the above subject location to determine if the requested improvements can be implemented.

At this time, this Officer knows of 0 accident(s) that have occurred. The case(s) number(s) is/are: None

Please Check Appropriate Box(es)

**Yield Sign Study:** ☐ Install New Yield Sign ☐ Change Yield Sign to Stop Sign

**Stop Sign Study:** ☐ Dual Stop Sign ☐ All-Ways Stop Sign ☐ 4-Ways Stop Sign ☐ New Stop Sign  
☐ Stop Ahead Sign ☐ Other

**Signal Study:**

Intersection Signal

☐ Mid-Block Pedestrian Sign

☐ Pedestrian Walk / Don't Walk Signal for: ☐ North Leg ☐ South Leg ☐ East Leg ☐ West Leg

☐ Additional Turn Phase (Left/Right Arrow) for: ☐ Northbound ☐ Southbound ☐ Eastbound ☐ Westbound

**Install Turn Lane:** ☐ Left Turn for: ☐ North Leg ☐ South Leg ☐ East Leg ☐ West Leg  
☐ Right Turn for: ☐ North Leg ☐ South Leg ☐ East Leg ☐ West Leg

**Speed Limit:** ☐ Reduce to \_\_\_\_\_ MPH ☐ Increase to \_\_\_\_\_ MPH ☐ Post Signs

**Install Other Signs**

**Install New Pavement Markings** (Not already in place)

☐ Center Line ☐ Stop Bar ☐ Crosswalks ☐ Guidelines ☐ Directional Arrow

☐ Left Turn Bays for: ☐ North Leg ☐ South Leg ☐ East Leg ☐ West Leg

☐ Pavement Markers ☐ Channelization (Explain on the back)

**Parking Restriction: No Parking Signs**

**Other: Please see attached letter**

**TO OFFICER:**

- ☐ Please draw on the other side, a diagram of this location and indicate the requested improvements.
- ☐ Please provide a copy(s) of accident Report(s).
- ☐ Do not request All-Way / 4-Way Stop signs to control speeding. The appropriate response is police enforcement of the existing speed limit (posted or unposted).





Google earth

feet  
meters

100  
30



X = NO PARKING





© 2014 Google  
© 2013 Google  
© 2013 INEGI  
US Dept of State Geographer

Google earth

feet 10  
meters 4



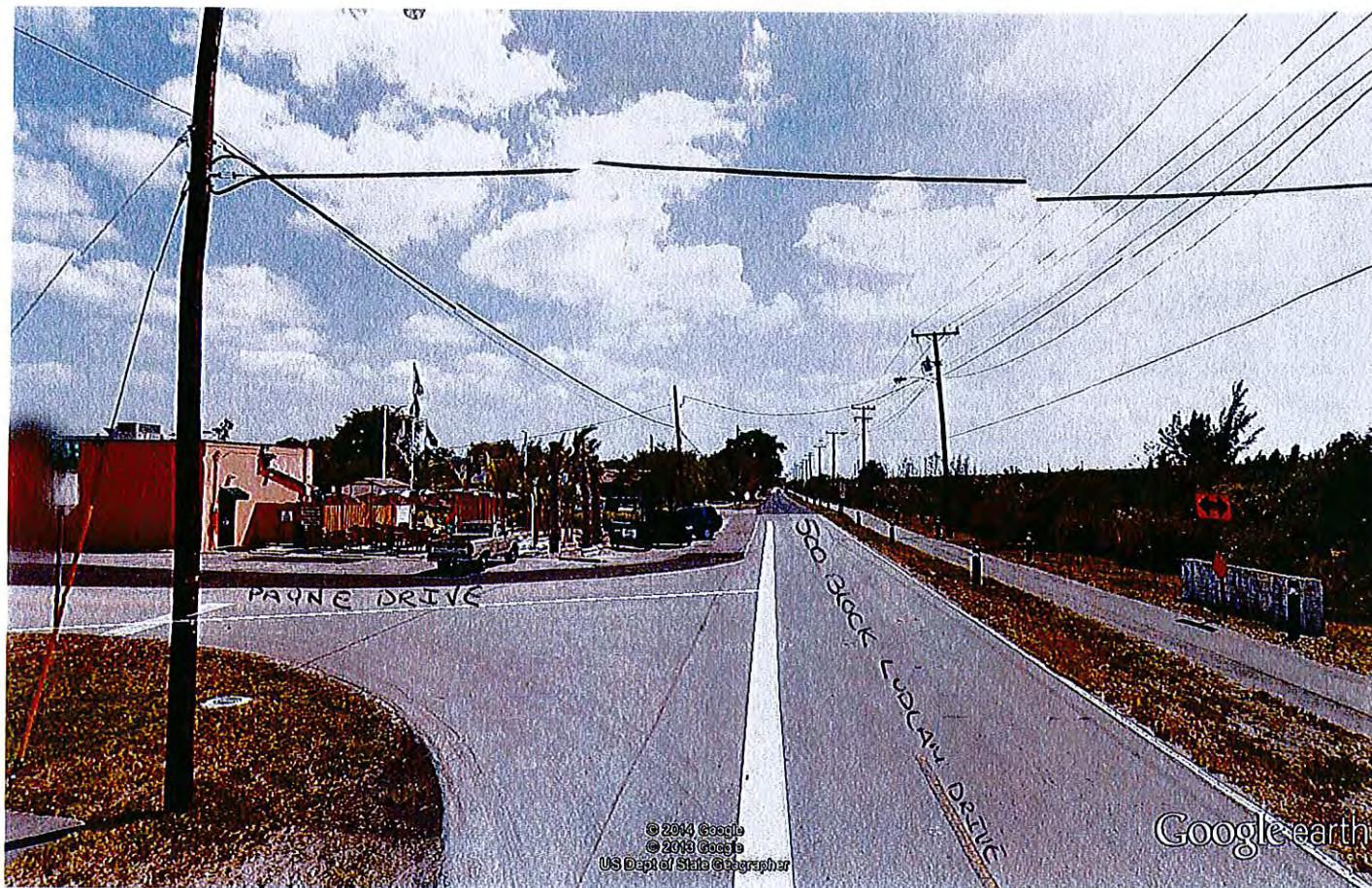




Google earth







Google earth

feet 10  
meters 5







Google earth

feet  
meters





FL0130900		Gang Related		2		OFFENSE-INCIDENT REPORT										Juvenile in Report		N		Juvenile Warn/Dismiss		1. Original		2. Supplement		1			
ADM		Date of Supplement				MIAMI SPRINGS POLICE DEPARTMENT										Agency Report Number		1400057		Primary Offense Description								TRAFFIC STUDY	
EVENT DATA		Original Day Reported		Fri		Date		01/10/2014		Time (mil)		1100		Time Dispatched (mil)		1100		Time Arrived (mil)		1100		Time Completed (mil)		1145					
		Incident Type		1. Felony		3. Misdemeanor		5. Ordinance		Incident: Day		Date		Time (mil)		Day		Date		Time (mil)									
		2. Traffic Felony		4. Traffic Misdemeanor		9. Other		From		Fri		01/10/2014		1100		To		Fri		01/10/2014		1145							
		OFF/INC		#1		Type		Description		A-Attempted		C-Committed		C		Statute Violation Number - Chapter, Section, Sub				NCIC/UICR Code		0000							
		OFF/INC		#2						A-Attempted		C-Committed																	
CODES		Incident Location (Street Number, Street, Apt.)		500		BLOCK LUDLAM DRIVE		City		MIAMI SPRINGS		Zip		33166		District		959		Area		959		Zone					
		Business Name/Area Identifier																											
		Location Type		01. Residence Single		05. Convenience Store		10. Dept/Discount Store		15. Industrial/Mfg.		20. Religious Bldg.		25. Parking Lot/Garage		30. Other Mobile													
		02. Apartment/Condo		06. Gas Station		11. Specialty Store		16. Storage		21. Airport		26. Highway/Roadway		31. Other															
		03. Residence-Other		07. Liquor Sales		12. Drug Store/Hospital		17. Gov/V Public Bldg.		22. Bus/Rail Terminal		27. Park/Woodlands/Field		32. Other															
VICTIM / WITNESS		04. Hotel/Motel		08. Bar/Nightclub		13. Bank/Financial Inst.		18. School/University		23. Construction Site		28. Lake/Waterway		33. Other															
		09. Supermarket		14. Commercial/Office Bldg.		19. Jail/Prison		24. Other Structure		29. Motor Vehicle		34. Other																	
		# OFF/INC.		# Victims		# Offenders		# Prem. Ent.		# Veh. Stolen		Type of Weapon		02. Rifle		05. Knife/Cutting Instrument		07. Hands/Fist/Feet		10. Fire/Incendiary		13. Drugs		00					
		01		00		00		00		00		00. N/A		03. Shotgun		06. Blunt Object		08. Poison		11. Threat/Intimidation		88. Unknown							
		01. Handgun		04. Firearm		06. Blunt Object		09. Explosives		12. Simulated Weapon		89. Other																	
VICTIM / WITNESS		V/W Code		O - Other		Victim Type		0. N/A		4. Business		Race		N - N/A		I - American Indian		Residence Type		0. N/A		Residence Status		Extent of Injury					
		V - Victim				1. Juvenile		5. Government		N - White		1 - American Indian		1. City		3. Florida		0. N/A		1. Full Year		0. None		0. None					
		W - Witness				2. L.E. Officer		6. Church		B - Black		O - Oriental/Asian		2. County		4. Out-of-State		2. Part Year		2. Part Year		1. Minor		1. Minor					
		C - Reporting Person				3. Adult		9. Other		U - Unknown		F - Female		3. County				3. Non-Resident		3. Non-Resident		2. Serious		2. Serious					
VICTIM / WITNESS		Injury Type		03. Laceration		07. Loss of Teeth		Victim Relationship To Offender		06. Parent		10. Step-Child		14. Teacher		17. Friend		21. Employer											
		00. N/A		04. Unconscious		08. Burns		00. N/A		03. Spouse		11. In-Law		15. Child of Boy/Girl		18. Neighbor		22. Landlord/Tenant											
		01. Gunshot		05. Poss. Broken Bones		09. Abrasions/Bruises		01. Undetermined		04. Ex-Spouse		12. Other Family		16. Boy/Girl Friend		19. Sitter/Day Care		23. Acquaintance											
		02. Stabbed		06. Poss. Internal Injury		99. Other		02. Stranger		05. Co-Habitant		09. Step-Parent																	
VICTIM / WITNESS		OFF/INC Indicator		1. #1 3. Both		V/W Code		#		V. Type		Name (Last, First, Middle or Business)				Residence Phone													
		2. #2		1		C		1		5		CITY OF MIAMI SPRINGS																	
		Address (Street, Apt. Number)		201 WESTWARD DRIVE		City		MIAMI SPRINGS		State		FL		Zip		33166		Business Phone		305 888-5000									
		Other Contact Info. (Time Available, Interpreter, etc.)																											
VICTIM / WITNESS		If V/W Code is V, W or C		Dom. Violence		Race		Sex		Date of Birth		Age		Res. Type		Res. Status		Extent of Injury		Injury Type(s)		Relationship		Ethnicity					
		Fill in this Line		2		N		N						0		0		0		00 00		00		Will Victim prefer charge?					
																								Yes <input type="checkbox"/> No <input type="checkbox"/>					
VICTIM / WITNESS		OFF/INC Indicator		1. #1 3. Both		V/W Code		#		V. Type		Name (Last, First, Middle or Business)				Residence Phone													
		2. #2		1		C		1		5		CITY OF MIAMI SPRINGS																	
		Address (Street, Apt. Number)		201 WESTWARD DRIVE		City		MIAMI SPRINGS		State		FL		Zip		33166		Business Phone		305 888-5000									
		Other Contact Info. (Time Available, Interpreter, etc.)																											
SUSPECT		OFF/INC Indicator		1. #1 3. Both		Suspect Code		S-Suspect E-Escapee		Code		Susp. #		Juvenile		Name (Last, First, Middle)				Residence Phone									
		2. #2		A-Arrestee Z-Other																									
		Maiden Name				Nickname/Street Name				Place of Birth				Residence Phone															
		Last Known Address (Street, Apt. Number)				City				State				Zip				Business Phone											
NARRATIVE		Occupation				Employer/School				Address				Social Security Number															
		Driver's License Number/State				Immigration and Naturalization Number				Other I.D. Number				OBTS Number (Arrested)				SCIC/NCIC											
		Clothing (Describe)				Scars/Marks/Tatoos (Location/Describe)																							
		Race		Sex		Date of Birth		Age		Height		Weight		Eye Color		Hair Color		Hair Length		Hair Style									
		Complexion		Build		Facial Hair		Teeth		Speech/Voice		Special Identifiers																	
ADMINISTRATIVE		I REQUESTED A MIAMI-DADE TRAFFIC ENGINEERING STUDY BE CONDUCTED DUE TO NUMEROUS CITIZENS COMPLAINTS. I WAS ADVISED DRIVERS VIEW'S WERE OBSTRUCTED BY VEHICLES PARKED IN THE 500 BLOCK OF LUDLAM DRIVE ON THE EAST SIDE. WHEN DRIVERS ARE WEST ON PAYNE DRIVE APPROACHING THE 500 BLOCK OF LUDLAM DRIVE THEY ARE UNABLE TO SEE THE NORTHBOUND TRAFFIC ON LUDLAM DRIVE APPROACHING. THE SAME THING OCCURS WHEN DRIVERS ARE WEST ON LINWOOD DRIVE APPROACHING LUDLAM DRIVE THEY ARE UNABLE TO SEE THE SOUTHBOUND TRAFFIC ON LUDLAM DRIVE APPROACHING. I ASKED THAT NO PARKING SIGNS BE POSTED TO PREVENT THIS VISUAL OBSTRUCTION.																											
		Person/Unit Notified				Time				Related Report Number(s)				Name of Officer Reporting		SIMON, J		I.D. Number/Locator Code		0137									
		Signature of Officer Reporting				Officer Reviewing (If Applicable)		DEAL, J		I.D. Number		0099		Unit		160		Date		01/10/2014									
		Signature of Officer Reviewing				Routed To				Referred				Assigned To		By		Date		1/13/14									
		Case Status		Clearance Type		1. Arrest		3. Unfounded		2		A-Adult		J-Juvenile		Date Cleared		1/13/14		Jail Number				Number Arrested					
ADMINISTRATIVE		Exception Type		1. Extradition Declined		2. Arrest on Primary Offense		3. Death of Offender		5. Prosecution Declined		6. Juvenile/No Custody		OBTS Number				Page		1		Page		1					

1400057



## Janice Simon

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**From:** Shen, Joan (PWWM) <joans@miamidade.gov>  
**Sent:** Wednesday, January 22, 2014 6:44 PM  
**To:** 'Janice Simon'  
**Cc:** Suarez, Angela (PWWM); Guim, Raquel (PWWM); Eymil, Yelenys (PWWM); King-Allen, Irelene (PWWM); Gomez, Yamile (PWWM)  
**Subject:** RE: Traffic Engineering Study Request - SR 2014004043  
**Attachments:** Traffic Engineering Study Request.pdf

Dear Officer Simon:

In response to your subject request on behalf of area residents, the Miami-Dade County Public Works and Waste Management Department (PWWM) will evaluate this location. Upon completion of the evaluation, a response will be provided to you. Please also provide the accident reports for the past three (3) years at this location for our study.

Should you have any questions or require additional information, please feel free to contact our office at (305) 375-2030.

Thank you,

Joan Shen, Ph.D., P.E., PTOE, Acting Chief  
Traffic Engineering Division  
Miami-Dade County Public Works and Waste Management  
111 NW 1st Street, Suite 1510, Miami, FL 33128  
Phone: 305-375-2030, Fax: 305-372-6064  
<http://www.miamidade.gov/pubworks/>  
"Delivering Excellence Every Day"

**From:** Janice Simon [mailto:[jsimon@mispd.us](mailto:jsimon@mispd.us)]  
**Sent:** Friday, January 17, 2014 12:54 PM  
**To:** Shen, Joan (PWWM)  
**Subject:** Traffic Engineering Study Request

Dear Ms. Shen,

Please see the attached traffic engineering study request. Your help in this matter is greatly appreciated.

Sincerely,

*Officer Janice Simon*  
*Miami Springs Community Policing Office*  
*274 Westward Drive*  
*Miami Springs, FL 33028*  
*(305) 888-5286*  
*JSIMON@MSPD.US*

## Janice Simon

---

**From:** Jimmy Deal <jdeal@mspd.us>  
**Sent:** Thursday, July 25, 2013 11:28 AM  
**To:** 'Janice Simon'; 'Jorge Capote'  
**Subject:** FW: I got your voicemail from earlier today.

C B LOW

Sergeant Jimmy E. Deal  
Miami Springs Police Department  
Community Policing Office  
274 Westward Drive  
Miami Springs, Fl. 33166  
Office: 305.888.5286  
Fax: 305.805.5155  
Email: [jdeal@mspd.us](mailto:jdeal@mspd.us)

-----Original Message-----

From: Pete Baan [<mailto:pbaan@miamisprings-fl.gov>]  
Sent: Thursday, July 25, 2013 11:28 AM  
To: Andres Quintanilla; Claire Gurney-Moore; Frank Perez; Jimmy Deal; John Mulla; Jonathan Kahn; Leah Cates; Linda Bosque; Pete Baan; Randall Walker; Steven Carlisle; Thomas Kelly  
Cc: Ron Gorland  
Subject: FW: I got your voicemail from earlier today.

Please direct patrol units to monitor the unsafe parking situation in the area of Woody's as described below.

Advise the units to issue warnings prior to citing violations.

Pete Baan, Chief of Police

Miami Springs Police Department  
201 Westward Drive  
Miami Springs, FL 33166

305-887-1444  
[pbaan@mspd.us](mailto:pbaan@mspd.us)

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City of Miami Springs, Florida 305-805-5000

Please consider the environment before printing this e-mail.

-----Original Message-----

From: Ron Gorland  
Sent: Thursday, July 25, 2013 11:19 AM  
To: Councilman Michael Windrem; Pete Baan

Subject: RE: I got your voicemail from earlier today.

A valid complaint.

Chief, FYA.

Thanks,

Ron

-----Original Message-----

From: Councilman Michael Windrem

Sent: Thursday, July 25, 2013 10:51 AM

To: Ron Gorland

Subject: FW: I got your voicemail from earlier today.

Ron,

Got this email from Todd today. What do you think?

Thanks,

Michael

---

From: Todd Stiff [toddstiff@me.com]

Sent: Thursday, July 25, 2013 9:31 AM

To: Councilman Michael Windrem

Subject: Re: I got your voicemail from earlier today.

Woody's is doing a booming business and that's great, but it being adjacent to busy Ludlam Ave is creating a dangerous situation. People often park on the side of Ludlam at the rear of Woody's and their cars are often within inches of the street. The cars block the sight line of drivers stopped at the stop sign where Payne meets Ludlam.

Obviously, Fred won't want his limited parking to be even further limited, but I am not the only resident that uses Ludlam on a daily basis and drivers having to put the noses of their cars in the right-of-way before even being able to see if traffic is approaching are just asking for a pretty serious accident in the days to come.

Politics is fun, isn't it?

Todd Stiff

Centerline Plumbing

1255 Dove Ave.

Miami Springs, FL 33166

305-885-1925

cell 305-970-8997

[cid:18678AB4-4A49-46FB-91E8-7A35C1C098D7@hsd1.fl.comcast.net.]

On Jul 24, 2013, at 10:28 PM, Councilman Michael Windrem <[windremm@miamisprings-fl.gov](mailto:windremm@miamisprings-fl.gov)<<mailto:windremm@miamisprings-fl.gov>>> wrote:

Todd,

I hope all is well. I received your voice mail from earlier today and was not able to call you back. I have a busy day tomorrow and am a little under the weather and may not have a chance to get back to you by phone. I would appreciate it if you could drop me a line here so I can look into your issue. I am concerned about your mention of a potential public safety issue and always welcome any insight or suggestions anyone can offer on that topic. Let me know what is going on and I will look into the issue and follow up with you.

Thank you again,

Michael

Michael Windrem  
Vice Mayor  
City of Miami Springs  
305-793-6615  
[windremm@miamisprings-fl.gov](mailto:windremm@miamisprings-fl.gov)<<mailto:windremm@miamisprings-fl.gov>>

[[http://www.miamisprings-fl.gov/sites/default/files/imagecache/featured/photoalbumslideshowimages/1\\_2.jpg](http://www.miamisprings-fl.gov/sites/default/files/imagecache/featured/photoalbumslideshowimages/1_2.jpg)]

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Twitter<<http://www.twitter.com/miamispringsFL>> and has a website MiamiSprings-FL.Gov<<http://www.miamisprings-fl.gov>>

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## Janice Simon

---

**From:** Shen, Joan (PWWM) <joans@miamidade.gov>  
**Sent:** Wednesday, February 12, 2014 11:10 AM  
**To:** 'Janice Simon'  
**Cc:** Suarez, Angela (PWWM); Guim, Raquel (PWWM); King-Allen, Irelene (PWWM)  
**Subject:** RE: Traffic Study Status  
**Attachments:** RE Traffic Engineering Study Request - SR 2014004043 (2.77 MB)

Good morning, Officer Simon,

Please see attached email.

Thanks,

**From:** Janice Simon [mailto:[jsimon@mspd.us](mailto:jsimon@mspd.us)]  
**Sent:** Tuesday, February 11, 2014 9:44 AM  
**To:** Shen, Joan (PWWM)  
**Subject:** Traffic Study Status

Dear Ms. Shen,

On January 17, 2014 I sent you a traffic engineering Study request via e-mail. I had not heard anything so I wanted to touch base and confirm it was received and is being looked at.

Sincerely,

*Officer Janice Simon  
Miami Springs Community Policing Office  
274 Westward Drive  
Miami Springs, FL 33028  
(305) 888-5286  
[JSIMON@MSPD.US](mailto:JSIMON@MSPD.US)*



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## Janice Simon

---

**From:** Guim, Raquel (PWWM) <guim@miamidade.gov>  
**Sent:** Thursday, March 13, 2014 3:48 PM  
**To:** Janice Simon  
**Subject:** RE: Checking on the Status of a Traffic Study

Good Afternoon Janice,

Thank you for this information. I will note that with the study. Once complete, we will contact you to provide a response. Thank you.

### ***Raquel Guim***

Traffic Engineer  
Traffic Engineering Division  
Miami-Dade County  
Public Works and Waste Management  
111 NW 1st Street, Suite 1510  
[www.miamidade.gov](http://www.miamidade.gov)  
"Delivering Excellence Every Day"

---

**From:** Janice Simon [mailto:[jsimon@mspd.us](mailto:jsimon@mspd.us)]  
**Sent:** Thursday, March 13, 2014 8:48 AM  
**To:** Guim, Raquel (PWWM)  
**Subject:** Checking on the Status of a Traffic Study

Dear Ms. Guim,

I am hoping you could help me check on the status of this study. Ms. Shen asked me a month ago to forward any accident reports involving this area. As marked on the study the number was zero. However, this is just an accident waiting to happen. If you could let me know who has been assigned this study or who I should contact it would be most appreciated.

Sincerely,

Officer Janice Simon  
274 Westward Drive  
Miami Springs, FL 33166  
305-888-5286  
[jsimon@mspd.us](mailto:jsimon@mspd.us)

---

**From:** Janice Simon [mailto:[jsimon@mspd.us](mailto:jsimon@mspd.us)]  
**Sent:** Friday, January 17, 2014 12:54 PM  
**To:** [joans@miamidade.gov](mailto:joans@miamidade.gov)  
**Subject:** Traffic Engineering Study Request

Dear Ms. Shen,

Please see the attached traffic engineering study request. Your help in this matter is greatly appreciated.

Sincerely,

*Officer Janice Simon*  
*Miami Springs Community Policing Office*  
*274 Westward Drive*  
*Miami Springs, FL 33028*  
*(305) 888-5286*  
*JSIMON@MSPD.US*



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# MIAMI SPRINGS POLICE DEPARTMENT

04/28/2014

## CAD Event Report

### Event Information

<b>Date</b>	04/19/2014	<b>Event Number</b>	140000012451	<b>Case Number</b>	
<b>Location</b>	LUDLAM/PAYNE				
<b>Address</b>	600	LUDLAM	DR	<b>Apartment</b>	
<b>City</b>	MIAMI SPRINGS	<b>Zone</b>	959	<b>Mutual Aid</b>	N
<b>Signal</b>	20	TRAFFIC DETAIL	<b>Method Received</b>		

### Event Times

**Primary Unit** 213

<b>Received</b>	190000	<b>Dispatched</b>	190302	<b>Arrived</b>	190413	<b>Cleared</b>	191210
<b>Enroute</b>		<b>Arrived Destination</b>		<b>Left Scene</b>		<b>Arrived Station</b>	
<b>Acknowledged</b>		<b>Controlled</b>		<b>Trauma Alert</b>		<b>Patient Contact</b>	
<b>Report Taken</b>	N			<b>Disposition</b>		NR	

### Traffic Information

**Tag Number**

**State**

**Vehicle Type**

**Make**

**Color**

**Year**

### Event Narrative

190040 COMP CALLED IN REF TO A LIGHT COLORED PICKUP TRUCK  
 190052 WHICH PARKED WITH THE BED OF THE TRUCK STICKING  
 190110 OUT INTO THE ROADWAY. ADVISED HE NEED TO SWERVE TO  
 190157 AVOID STRIKING THE CAR. CONCERNED OTHERS MAY HIT  
 190201 THE TRUCK  
 191207 VEHICLE MOVED OUT OF THE ROADWAY

## Janice Simon

---

**From:** JIMMY DEAL <jdeal@mspd.us>  
**Sent:** Friday, April 25, 2014 10:10 AM  
**To:** Simon  
**Subject:** FW: Ludlam DriveParking

Sent from my Galaxy S III

----- Original message -----

**From:** Pete Baan  
**Date:** 04/25/2014 09:21 (GMT-05:00)  
**To:** Jimmy Deal  
**Cc:** Ron Gorland , Erika Gonzalez-Santamaria  
**Subject:** FW: Ludlam DriveParking

Please get the PD documentation on this issue together and forward it to the Clerk.

***Pete Baan, Chief of Police***

Miami Springs Police Department

201 Westward Drive

Miami Springs, FL 33166

305-887-1444

[pbaan@mspd.us](mailto:pbaan@mspd.us)

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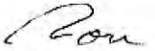
City of Miami Springs, Florida 305-805-5000

**From:** Ron Gorland  
**Sent:** Friday, April 25, 2014 8:51 AM



**To:** Erika Gonzalez-Santamaria  
**Cc:** fernandosuco; Pete Baan; Jan Seiden; Tom Nash  
**Subject:** RE: Ludlam DriveParking

Erika following is a public records request.



**From:** fernandosuco [mailto:fernandosuco@aol.com]  
**Sent:** Thursday, April 24, 2014 4:56 PM  
**To:** Ron Gorland  
**Subject:** RE: Ludlam DriveParking

Ron,

I understand but before CPO sent it out we should have been notified. I have forwarded and spoken to Mr Palenzuela and we will be filing an appeal with the county.

I am requesting a public records request on all communications on this matter from the City of Miami Springs.

I may have to hand out flyers advising our customers to park in the residential swales when we lose the parking which has been along Ludlam since 1947.

I have to defend my business. I hope that you understand. I believe that there are alternatives which should be considered before the no parking option.

Fred Suco

----- Original message -----

From: Ron Gorland <[gorlandr@miamisprings-fl.gov](mailto:gorlandr@miamisprings-fl.gov)>

Date: 04/24/2014 4:26 PM (GMT-05:00)

To: fernandosuco <[fernandosuco@aol.com](mailto:fernandosuco@aol.com)>

Cc: Jan Seiden <[jseiden@olsrhh.com](mailto:jseiden@olsrhh.com)>, Tom Nash <[nasht@miamisprings-fl.gov](mailto:nasht@miamisprings-fl.gov)>, Pete Baan <[pbaan@miamisprings-fl.gov](mailto:pbaan@miamisprings-fl.gov)>

Subject: RE: Ludlam DriveParking

Fred, I hear you and we'll try but don't hold your breath - when it comes to M-DC roads we've never prevailed to the best of my knowledge but we try. In fact we very rarely win regarding our own roads.



**From:** fernandosuco [<mailto:fernandosuco@aol.com>]

**Sent:** Thursday, April 24, 2014 4:00 PM

**To:** Ron Gorland

**Subject:** RE: Ludlam DriveParking

A great solution would be to place at least a three way stop to cause the traffic on Ludlam to actually have to slow down.

The primary section should be from Westward Dr to Linwood Dr. If you placed a few stop signs.

Also if you prevent cars from parking within 20' of intersection it would also fix the situation without making all parking go away.

Just a thought!

Fred

Sent via the Samsung Galaxy S™III, an AT&T 4G LTE smartphone

----- Original message -----

From: Ron Gorland <[gorlandr@miamisprings-fl.gov](mailto:gorlandr@miamisprings-fl.gov)>

Date: 04/24/2014 3:24 PM (GMT-05:00)

To: fernandosuco <[fernandosuco@aol.com](mailto:fernandosuco@aol.com)>

Cc: Tom Nash <[nasht@miamisprings-fl.gov](mailto:nasht@miamisprings-fl.gov)>, alp@alp-law.com, Jan Seiden <[jseiden@olsrhh.com](mailto:jseiden@olsrhh.com)>, Pete Baan <[pbaan@miamisprings-fl.gov](mailto:pbaan@miamisprings-fl.gov)>

Subject: RE: Ludlam DriveParking

Fred, Ludlam is a M-DC road so where we have precious little influence on our own streets (MS roadway traffic control signage), we, have almost no influence on the Ludlam (north of-Linwood) swale parking especially once M-DC classifies it as a dangerous intersection. That said, we've had little formal contact with M-DC too date (only at the CPO level so far) but we're trying to find out what M-DC is thinking (first I've heard of 10-12 spaces) and where its leading them to try to ensure there is no over-reaction on the part of M-DC.



**From:** fernandosuco [<mailto:fernandosuco@aol.com>]

**Sent:** Thursday, April 24, 2014 2:22 PM

**To:** Ron Gorland; [alp@alp-law.com](mailto:alp@alp-law.com)

**Subject:** RE: Ludlam DriveParking

Thanks Ron,

Does Douglas Orr Plumbing know that tugs is going to occur. They are tge ones that are parking in the area of Linwood and Ludlam during the day.

Also the lack of 10 to 12 spaces at night will force people to park on residential swales.

As we spoke about it during our meeting the swale ordinance can not be enforced, therefore this will cause more issues than it solves.

There has not been any accidents at either the intersections on Linwood or Payne at Ludlam Dr.

Fernando Suco

Woodys West End Tavern

Sent via the Samsung Galaxy S™III, an AT&T 4G LTE smartphone

----- Original message -----

From: Ron Gorland <[gorlandr@miamisprings-fl.gov](mailto:gorlandr@miamisprings-fl.gov)>

Date: 04/24/2014 1:32 PM (GMT-05:00)

To: [Fernandosuco@aol.com](mailto:Fernandosuco@aol.com)

Cc: Pete Baan <[pbaan@miamisprings-fl.gov](mailto:pbaan@miamisprings-fl.gov)>, Tom Nash <[nasht@miamisprings-fl.gov](mailto:nasht@miamisprings-fl.gov)>

Subject: Ludlam DriveParking

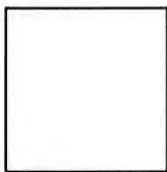
Fred, re your question concerning M-DC getting ready to place signage behind Woody's and the Orr parking lot on Ludlam, I found out that several residents complained about the current dangerous entry onto to Ludlam from Linwood situation. CPO referred the issue to M-DC for their investigation and I'm told that M-DC determined it is an extremely dangerous. This is because of the loss of visibility due directly to vehicles along Ludlam there. As a result M-DC is preparing to install no parking signs there. If you want more info, Tom Nash, who talked to M-DC can drop by to show you in detail the problem.



Ron Gorland



City Manager



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## Jorge Capote

---

**From:** Shen, Joan (PWWM) [joans@miamidade.gov]  
**Sent:** Tuesday, April 29, 2014 11:18 AM  
**To:** 'Jorge Capote'  
**Cc:** Eymil, Yelenys (PWWM)  
**Subject:** RE: No Parking Signs

Good morning Officer Capote,

We are still evaluating this request and will provide a final response once it is done.

Thank you,

Joan Shen, Ph.D., P.E., PTOE, Chief  
Traffic Engineering Division  
Miami-Dade County Public Works and Waste Management  
111 NW 1st Street, Suite 1510, Miami, FL 33128  
Phone: 305-375-2030, Fax: 305-372-6064  
<http://www.miamidade.gov/pubworks/>  
"Delivering Excellence Every Day"

**From:** Jorge Capote [mailto:jcapote@mispd.us]  
**Sent:** Monday, April 28, 2014 9:04 AM  
**To:** Shen, Joan (PWWM)  
**Subject:** No Parking Signs

Good Morning Dr. Shen,

My office has been in contact with Eric Usengimana of your traffic engineering division. About three weeks ago, we met at the corner of Ludlam Dr. and Payne Dr. in reference to vehicles parked on Ludlam Dr. creating a traffic hazard for vehicles trying to turn on to Ludlam Dr. because their view of the street was obstructed. He informed me that you would be sending an email about the work to be done in the area and the signs would probably be installed in the next several weeks. I just wanted to check with you on the status of the email. A local business owner has become aware of the study request and the intended remedy and he is very upset. I would like a copy of your email to include with all of our paperwork that we are handing over to our Chief of Police and City Manager.

Thank You,

### Officer Jorge Capote

Miami Springs Police Department  
Community Policing Office  
274 Westward Drive  
Miami Springs FL, 33166  
[jcapote@mispd.us](mailto:jcapote@mispd.us)  
Ph: 305-888-5286  
Fx: 305-805-5155



The City of Miami Springs is on [Twitter](#) and has a website [MiamiSprings-FL.Gov](#)  
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## Janice Simon

---

**From:** Fernandez, Gladys (Office of the Mayor) <GF11@miamidade.gov>  
**Sent:** Thursday, May 29, 2014 5:24 PM  
**To:** Sosa, Rebeca (Office of the Chair); 'windremm@miamisprings-fl.gov'; 'pbaan@mspd.us'; 'jsimon@mspd.us'; 'jcapote@mspd.us'; Cotarelo, Antonio (PWWM); Shen, Joan (PWWM)  
**Cc:** Castro, Vivian (Office of the Chair); Viaud, Claudette (PWWM); Eymil, Yelenys (PWWM); Crespi, Christina (Office of the Mayor); Richardson Clark, Veronica (PWWM)  
**Subject:** Woodys West End Tavern  
**Attachments:** Woodys West End Tavern.pdf

Good afternoon everyone:

The attached letter is being forwarded on behalf of Alina T. Hudak, Deputy Mayor and Interim Director of Public Works and Waste Management.

Thank you.

Gladys Fernandez, Senior Executive Secretary Office of the County Mayor  
(305)375-2531  
[www.miamidade.gov](http://www.miamidade.gov)  
"Delivering Excellence Every Day"

All Lobbyists must register prior to the meeting.

Lobbyist Registration: Clerk of the Board, 111 NW 1st Street, 17th Floor Contact person: Claude Francis at 305-375-5137

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miamidade.gov

**Public Works and Waste Management**

2525 NW 62nd Street • Suite 5100

Miami, Florida 33147

T 305-514-6666

111 NW 1st Street • Suite 1610

Miami, Florida 33128

T 305-375-2960

May 21, 2014

Fernando Suco  
Woodys West End Tavern  
600 Payne Drive  
Miami Springs, Florida 33166

Re: Woodys West End Tavern – 600 Payne Drive

Dear Mr. Suco:

In response to your concern regarding the proposed installation of "No Parking" signs along NW 67 Avenue/Ludlam Drive between Payne Drive and Linwood Drive, please note that the Miami-Dade County Public Works and Waste Management Department (PWWM) received a request from the Miami Springs Police Department on behalf of area residents. Their concern is related to visual obstructions caused by cars parking on the east side of this corridor. As such, PWWM staff conducted a traffic study to evaluate existing traffic conditions and physical characteristics at this location.

Unfortunately, staff determined that a sight-distance visibility triangle violation does exist due to vehicles parking in the swale area. As a result, PWWM has no recourse but to proceed with the installation of "No Parking" signs along Ludlam Drive within the sight-triangle at the intersection with Payne Drive and Linwood Drive to improve the public's safety at this location.

Should you have further questions, please feel free to contact Mr. Antonio Cotarelo, P.E., County Engineer/Assistant Director at (305) 375-1918.

Sincerely,

A handwritten signature in black ink, appearing to read "Alina T. Hudak".

Alina T. Hudak  
Deputy Mayor and Interim Director  
Public Works and Waste Management Department

- c: The Honorable Rebeca Sosa, Chairwoman, Commissioner District 6  
Michael Windrem, Vice Mayor, City of Miami Springs  
Pete Baan, Chief of Police, City of Miami Springs  
Officer Janice Simon, City of Miami Springs Police Department  
Officer Jorge D. Capote, City of Miami Springs Police Department  
Antonio Cotarelo, P.E., County Engineer/Assistant Director, PWWM  
Joan Shen, Ph.D., P.E., PTOE, Chief, Traffic Engineering Division, PWWM





RECEIVED  
APR 25 2014  
ALINA T. HUDAK  
OFFICE OF THE MAYOR

April 25, 2014

Alina T. Hudak, Deputy Mayor  
Office of the Mayor  
Miami-Dade County  
111 NW 1 Street  
Miami, FL 33128

Dear Ms. Hudak,

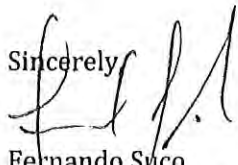
Since retiring from the Miami-Dade Police Department in 2009 I purchased and own Woody's West End Tavern located at 600 Payne Drive, Miami Springs, FL. Within the past week it has come to our attention that Miami-Dade Public Works are going to place no parking signs along the east side of the 500 block of Ludlam Drive between Linwood Drive and Payne Drive.

This action will damage two thriving businesses, Douglas Orr Plumbing and Woody's West End Tavern, which own all of the property within that block. The city never notified either of the two businesses before contacting Miami-Dade Public Works.

The businesses in this district have been there for over 67 years and there have been no traffic accidents at either intersection. We believe that the placement of "No Parking Signs" will cause a financial hardship to our businesses.

The City of Miami Springs advises that they do not control any of the roadways around our business. Therefore, we request that before these signs are hurriedly placed there should be a study on the entire Neighborhood Business District traffic and parking. So that the proper safe and equitable solutions can be found for all of the businesses and residents.

Please feel free to contact me at (305) 903-1601 should you have any questions. I thank you for your prompt assistance in this matter.

Sincerely,  


Fernando Syco  
Woody's West End Tavern

cc: The Honorable Rebeca Sosa, Chairwoman

600 PAYNE DRIVE MIAMI SPRINGS, FLORIDA 33166  
TEL: (305) 882-1170 FAX: (305) 889-1812

## Janice Simon

---

**From:** Pete Baan <pbaan@miamisprings-fl.gov>  
**Sent:** Friday, May 30, 2014 8:25 AM  
**To:** Janice Simon  
**Subject:** RE: Woodys West End Tavern

Thanks, I received it and forwarded it to the Manager.

Pete Baan, Chief of Police

Miami Springs Police Department  
201 Westward Drive  
Miami Springs, FL 33166

305-887-1444  
[pbaan@mspd.us](mailto:pbaan@mspd.us)

The Miami Springs Police Department is a public entity subject to Chapter 119 of the Florida Statutes concerning public records. All E-mail messages, including addresses, are covered under such laws and thus subject to disclosure. All E-mails sent and received are captured by our servers and kept as a public record.

City of Miami Springs, Florida 305-805-5000

-----Original Message-----

From: Janice Simon  
Sent: Friday, May 30, 2014 8:19 AM  
To: Pete Baan  
Subject: FW: Woodys West End Tavern

Just to make sure you received this e-mail.

Janice

-----Original Message-----

From: Fernandez, Gladys (Office of the Mayor) [<mailto:GF11@miamidade.gov>]  
Sent: Thursday, May 29, 2014 5:24 PM  
To: Sosa, Rebeca (Office of the Chair); 'windremm@miamisprings-fl.gov'; 'pbaan@mspd.us'; 'jsimon@mspd.us'; 'jcapote@mspd.us'; Cotarelo, Antonio (PWWM); Shen, Joan (PWWM)  
Cc: Castro, Vivian (Office of the Chair); Viaud, Claudette (PWWM); Eymil, Yelenys (PWWM); Crespi, Christina (Office of the Mayor); Richardson Clark, Veronica (PWWM)  
Subject: Woodys West End Tavern

Good afternoon everyone:

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Thank you.

Gladys Fernandez, Senior Executive Secretary Office of the County Mayor  
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## Janice Simon

---

**From:** Pete Baan <pbaan@miamisprings-fl.gov>  
**Sent:** Monday, June 02, 2014 8:34 AM  
**To:** Janice Simon  
**Subject:** RE: Woodys West End Tavern

Please make sure that Fred Suco and the original complainant gets a copy of this. I think it was Todd Stiff.

Pete Baan, Chief of Police

Miami Springs Police Department  
201 Westward Drive  
Miami Springs, FL 33166

305-887-1444  
[pbaan@mspd.us](mailto:pbaan@mspd.us)

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City of Miami Springs, Florida 305-805-5000

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Subject: FW: Woodys West End Tavern

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Janice

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Cc: Castro, Vivian (Office of the Chair); Viaud, Claudette (PWWM); Eymil, Yelenys (PWWM); Crespi, Christina (Office of the Mayor); Richardson Clark, Veronica (PWWM)  
Subject: Woodys West End Tavern

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Thank you.

Gladys Fernandez, Senior Executive Secretary Office of the County Mayor  
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Please save a tree. Don't print this e-mail unless it's really necessary.

## Janice Simon

---

**From:** Jimmy Deal <jdeal@mspd.us>  
**Sent:** Monday, June 16, 2014 10:11 AM  
**To:** jcapote@mspd.us; 'Janice Simon'  
**Subject:** FW: Parking Violations - Area of Flagler Dr. and Bentley Dr.

### ***Sergeant Jimmy E. Deal***

*Miami Springs Police Department  
Community Policing Office  
274 Westward Drive  
Miami Springs, Fl. 33166  
Office: 305.888.5286  
Fax: 305.805.5155  
Email: [jdeal@mspd.us](mailto:jdeal@mspd.us)*

**From:** Lt. Randy Walker [<mailto:rwalker@mspd.us>]  
**Sent:** Monday, June 16, 2014 9:56 AM  
**To:** Sgt. Jimmy Deal; Sgt. Frank Perez; Sgt. Danny Kelly; Sgt. Claire Gurney; Sgt. Andres Quintanilla  
**Cc:** Lt. John Mulla; Chief Pete Baan; Captain Jon Kahn  
**Subject:** Parking Violations - Area of Flagler Dr. and Bentley Dr.

Supervisors are to direct their patrol units assigned to the West Grids to periodically check the area around Flagler and Bentley Drives for dangerous or hazardous parking violations. If any are encountered the officers are to ensure compliance with applicable laws by warning the drivers/owners, if possible, or issuing citations if necessary.

This is a re-issue of a 7/25/2013 Directive.

Lieutenant Randall J. Walker  
Miami Springs Police Department  
305-888-9711 Office  
305-733-5136 Cell  
305-884-2384 Fax



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LEASE FOR CURTISS MANSION OPERATIONS

THIS LEASE AGREEMENT made and entered into this 8<sup>th</sup> day of June, 2012, by and between the MIAMI SPRINGS MASTER TENANT LLC, a Florida Limited Liability Company, hereinafter referred to as "Master", and CURTISS MANSION, INC., a Florida Not-for-Profit Corporation, hereinafter referred to as "CMI":

**WITNESSETH:**

WHEREAS, on November 9, 1998, the City Council of the City of Miami Springs (ACity@) adopted City Resolution No. 98-3103 which designated CMI as the official representative of the City in regard to the Curtiss Mansion Restoration and Redevelopment Project; and,

WHEREAS since its official designation by the City, CMI and its volunteer board members have initiated various actions and activities involving thousand of hours of professional services and labor to complete site clean-up, rehabilitation and redevelopment investigations, solicitation of required consultant services, fund raising, grant writing, and

promotion and advertising for the Project; and,

WHEREAS, CMI has advised the City that in order to continue to effectively raise funds and secure grants for the completion of the historic Curtiss Mansion, it needs to be in control of the management and operation of the Curtiss Mansion Property; and,

WHEREAS, the City, contemporaneously with the execution of this Lease Agreement, has concluded an Historic Tax Credit transaction regarding the Curtiss Mansion property in which the property was leased to Miami Springs Landlord LLC and effectively then re-leased to Miami Springs Master Tenant LLC; and,

WHEREAS, in light of the foregoing significant prior involvement of CMI in the continuing rehabilitation and restoration of the Curtiss Mansion property for the City, Miami Springs Master Tenant LLC has agreed to enter into the instant Lease for Curtiss Mansion operations with CMI:

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

### PURPOSE, INTENT AND USE

It is the purpose and intent of this Agreement to provide management and operational control of the subject premises of this Lease to Curtiss Mansion, Inc., so that it might secure grants and donations for the Curtiss Mansion Property, perform all required rehabilitation and renovation work on the premises, and operate the reconstructed and restored structure and grounds for civic, educational, cultural, social, historic, scientific, governmental, and promotional purposes and activities.

### DEMISED PREMISES

The subject premises of this Lease shall consist of the property commonly known as the "Curtiss Mansion Property" (Tract A), which shall also include the grounds surrounding the structure, all of which is more particularly described on Exhibit "A" attached hereto and by this reference made a part hereof. In addition, although not included in the Exhibit AA@ survey, the Historic Gateway at the entrance to the Mansion property shall also be included as part of the demised premises.

### TERM OF LEASE

This Lease shall be for a period of five (5) years beginning on the \_\_\_\_\_ day of \_\_\_\_\_, 2012 and expiring on the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

#### **RENEWAL OF LEASE**

This Lease may be subject to renewal upon expiration on such terms and conditions as are mutually agreeable to the parties hereto at that time.

#### **TERMINATION OF LEASE** **BASED UPON CAUSE**

Notwithstanding anything to the contrary contained herein, the parties mutually agree that this Lease may be terminated by either party for cause. In accordance with the foregoing, if either party hereto is in violation of any of the terms, conditions, covenants, and provisions of this Lease, the non-violating party shall give the violating party written notice of the claimed violation(s) and given thirty (30) days, from the receipt of said notice, in which to cure said violation(s).

If the violation(s) cannot reasonably be cured within the required thirty (30) day period,

the violating party shall request, and the non-violating party shall grant, any additional curative time that may be reasonably required, so long as the violating party has already commenced actions to cure the violation(s), and said party continues to diligently pursue said curative actions during the curative extension period.

If the violation(s) are not cured within the curative periods provided herein, the non-violating party may then serve the violating party with a Termination for Cause Notice which shall terminate this Lease between the parties upon receipt by the violating party.

For the purposes of this provision, the following, although not intended to be a listing of all possible Lease violations, shall constitute violations of this Lease, to-wit:

1. Any acts, actions or omissions in violation of the terms, conditions, covenants, and provisions of this Lease.
2. Any failure to provide or file any required document, report or form.
3. Any failure to abide by any rules, regulations, laws, statutes, ordinances or policies.
4. Any actions that would jeopardize or threaten the validity or existence of any required license, permit or insurance coverage.
5. The filing of any general assignment for the benefit of creditors.
6. The filing of any voluntary or involuntary bankruptcy.



7. The filing of any corporate liquidation, dissolution, or reorganization.
8. The appointment of any trustee, receiver or liquidator.
9. Any actions filed against a party hereto seeking any of the foregoing.

### **MAINTENANCE OF PROPERTY**

Upon the execution of this Lease, CMI shall assume complete responsibility for the maintenance of the demised premises more commonly known as the Curtiss Mansion Property. The term maintenance shall include, but not be limited to, the following:

- A) Provide security for the premises as would normally be provided for other city owned properties.
- B) Institute and maintain a plan for the upkeep and appearance of the entire premises (i.e., lawn care and debris and garbage removal).
- C) Payment for all utility services required for the premises.
- D) Payment for all real property taxes, if assessed, other governmental assessments, impact fees, permit fees, or other costs incurred in the management and operation of the premises.  
However, the City agrees to waive all City building permit fees due to it for the continuation of the restoration project and for all future construction activities.

- E) Payment for all liability and all peril (fire, windstorm, vandalism or other casualty) insurance coverages required for the premises as hereinafter provided.
- F) Payment for, and the placement of, all signage required for the premises which has been previously approved by the City and Master.

#### FAILURE TO MAINTAIN

If CMI refuses or neglects to maintain the premises as required hereunder, and to the reasonable satisfaction of Master, within thirty (30) days following CMI's receipt of written demand, the Master may, at the Master's option, conduct such maintenance work or repairs, without liability to CMI for any loss or damage that may accrue to CMI's merchandise, fixtures, or other property or to CMI's business by reason hereof, and upon completion thereof, CMI shall pay Master's costs for making such work or repairs plus five (5%) percent for overhead, upon presentation of a paid receipt therefor. All such charges shall incur interest at five (5%) percent on said cost from the date of the request for reimbursement of all payments for work or repairs by Master. In the event Master shall undertake any maintenance or repair in the

course of which it shall be determined that such maintenance or repair work was made necessary by the negligence or willful act of CMI or any of its employees or agents or that the maintenance or repair is, under the terms of this Agreement, the responsibility of CMI, CMI shall pay Master=s costs therefor plus overhead and interest as above provided in this section.

This section shall not obligate Master to conduct any maintenance work or make any repairs, and may, at the option of Master, cause the termination of this Agreement as otherwise provided herein.

#### **IMPROVEMENTS OR ALTERATIONS** **TO DEMISED PREMISES**

The following procedures shall be by followed by CMI prior to commencing any improvements or alterations to the demised premises:

- (A) CMI shall not make or cause to be made any improvements, material alterations or additions to the demised premises without the prior express approval of Master. CMI shall furnish to Master the plans and specifications for all improvements or alterations

which CMI desires to make, not less than thirty (30) days prior to the planned commencement of any work upon the demised premises. CMI shall also be required to secure Master's approval for all construction contracts and required payment and performance bonds. Master agrees to approve proffered items within twenty (20) days or provide a reasonable explanation during that same period as to why said item is being disallowed. Upon securing all required approvals, CMI may alter, renovate, improve and make additions to the premises to enable CMI to use the premises as previously specified herein. CMI covenants and agrees that any and all such work, and any other alterations, additions or improvements to be made by CMI, will be performed in a good and workman-like manner in accordance with the plans and specifications approved by the City and shall be in accordance with all applicable required laws including, but not limited to, all building codes and zoning ordinances. CMI shall be responsible to obtain all governmental approvals, licenses and permits prior to constructing any approved alterations or additions. Prior to commencing any improvements, alterations or additions to the demised premises, CMI shall furnish to Master a "Hold Harmless" Certificate of Insurance, which shall name Master as an additional insured, and which shall insure and hold harmless Master from any claims for injuries or property damage as a result of the improvements, alterations or additions, in the amount of \$1,000,000 liability coverage. In addition, CMI shall also indemnify and hold harmless Master from and against any claims for Master as a result of the improvements, alterations or additions.

- (B) CMI agrees to comply with all laws, ordinances, orders, rules and regulations, including compliance with all ADA requirements and regulations, affecting the use, occupancy and operation of the premises, and the cleanliness, safety or operation thereof. CMI agrees to comply with the reasonable regulations and requirements of any insurance underwriter, inspection bureau or similar agency.
- (C) CMI agrees not to permit any illegal practice to be carried on or committed on the premises, make use of or allow the premises to be used for any purpose that might invalidate the insurance therefor, keep or use or permit to be kept or used on the premises any flammable fluids, gases, or explosives, use the premises for any purpose whatsoever which might create a nuisance, commit or suffer any waste, install any electrical equipment that overloads lines, permit the collection, disposal, or usage of any toxic or hazardous waste materials or substances on the demised premises.
- (D) CMI shall not commence construction of any improvements upon any of the demised property until it has on hand sufficient funds or resources to complete the improvements. CMI shall be required to show Master evidence of sufficient funds or other resources prior to the commencement of any construction.
- (E) CMI shall promptly pay all contractors and materialmen so as to minimize the possibility of any person attempting to file a lien against the demised premises. CMI agrees to provide the required statutory notice to any contractor performing services at

its direction, pursuant to the provisions of Florida Statutes Chapter No. 255. The interest of the City in the demised premises and the fee title to the property shall not be subject to any liens.

#### INSURANCE AND INDEMNIFICATION

CMI shall, during the entire term hereof, keep in full force and effect a Public Liability Insurance Policy on the premises and the activities operated by CMI in the premises in which the limits of liability shall not be less than \$5,000,000.00 per occurrence (Master will accept One Million (\$1,000,000.00) Dollars basic liability coverage and Four Million (\$4,000,000.00) Dollars umbrella liability coverage) and in which the property damage insurance for all perils (fire, windstorm, vandalism, or other casualty) on the demised premises shall not at any time be less than the full insurable value of the premises. All policies shall name the City of Miami Springs, Miami Springs Properties, Inc., Miami Springs Landlord LLC, Miami Springs Master Tenant LLC and NGM Insurance Company as additional insureds under all CMI policies, and shall contain a clause that the insurer will not cancel or change the insurance without first giving all additional insureds thirty (30) days prior written notice. The



insurance shall be with an insurance company approved by Master and a copy of the policy or a certificate of insurance shall be delivered annually to each additional insured under the policy. In addition, CMI agrees to indemnify all additional insureds under the policy, and the City of Miami Springs, and save them harmless from and against any and all claims, actions, damages, liability and expense in connection with the loss of life, personal injury and/or damage to property arising from or out of any occurrence in, upon or at the subject premises hereof, or the occupancy or use by CMI of the Curtiss Mansion Property or any part thereof, or occasioned wholly or in part by any act or omission of CMI, its agents, contractors, employees, servants, lessees or concessionaires. In case the City shall, without fault on its part, be made a party to any litigation commenced against CMI, CMI shall protect and hold the City harmless and shall pay all costs, judgments, expenses and reasonable attorney's fees incurred or paid by any and all of the above additional named insured in connection with such litigation.

#### **DAMAGE OR DESTRUCTION OF PREMISES**

In the event the demised premises should be destroyed or so damaged by fire,

windstorm, or other casualty to the extent that the demised premises or portion thereof are rendered untenable or unfit for the purpose of CMI, the premises shall, with due diligence, be repaired by CMI from the proceeds of their insurance coverage. In the alternate, CMI may elect, within sixty (60) days of the loss, to terminate this Lease with Master, in which case it shall be the responsibility of CMI to return the premises to Master along with all insurance proceeds received for the damages incurred by the premises. CMI's failure to repair the premises, or to timely elect to terminate this Agreement, shall constitute sufficient cause for this Agreement to be terminated as otherwise provided herein.

#### **PAYMENT FOR USAGE**

CMI agrees to pay Master One Thousand Two Hundred (\$1,200.00) Dollars annually for the Lease and operation of the Curtiss Mansion property. Payments shall be received no later than five (5) days following each annual anniversary date of commencement of this Lease.

#### **ADDITIONAL PAYMENTS TO MASTER**

Fifty (50%) percent of all remaining annual revenues, which shall not include any donations received by CMI, following the payment of all annual expenses and the retention of the sum of Fifty Thousand (\$50,000.00) Dollars, shall be paid to Master as additional compensation for this Lease and the right to operate the Curtiss Mansion Property. There shall be no division of any annual revenues received in excess of One Hundred Thousand (\$100,000.00) Dollars with Master.

#### FINANCIAL DISCLOSURE

During the term of this Lease, CMI must provide annual independent audit reports of its prior year=s operations within ninety (90) days of the end of each Lease year. Notwithstanding the foregoing, CMI shall also permit quarterly inspections of its books and records and quarterly unaudited financial statements upon receipt of ten (10) days prior written notice of an inspection request.

#### SALE OF NAMING RIGHTS

CMI shall not be permitted to market or sell the Anaming rights@ to any portion of the

Curtiss Mansion property without securing appropriate authority and consent.

**COMPLIANCE WITH MIAMI -DADE COUNTY  
GOB AGREEMENTS AND STATE OF FLORIDA  
DEPARTMENT OF TRANSPORTATION  
AGREEMENT CONDITIONS AND  
REQUIREMENTS**

The parties to this Lease hereby mutually acknowledge and agree that the operation of the subject premises must comply with all the terms, conditions, covenants, rules and regulations set forth in the following agreements, to-wit:

- A) Agreement between the City of Miami Springs, Florida, and Miami-Dade County; GOB Project Number 271-70539/Curtiss Mansion.
- B) Building Better Communities Interlocal Agreement between the City of Miami Springs, Florida, and Miami-Dade County; GOB Project Number 293.1-76634/Historic Preservation Fund - Curtiss Mansion Restoration.
- C) State of Florida Department of Transportation Local Agency Program Agreement between the City of Miami Springs and the State of Florida Department of Transportation; FPN Bo. FM#414766-1; Contract No. AOS56;

### SALE OF NAMING RIGHTS

CMI shall be permitted <http://www.youtube.com/watch?v=T22unETejo4d> to be the sole marketer and seller of naming rights to any and all portions of the Curtiss Mansion property. All naming rights over One Hundred Thousand (\$100,000.00) Dollars will require appropriate authority and consent from the City. All other naming rights will be at the sole discretion of CMI with the acknowledgement that all names should be in good taste and appropriate to the structure. Naming rights will expire after five (5) years unless otherwise approved by the City.

### COMPLIANCE WITH MIAMI -DADE COUNTY GOB AGREEMENTS AND STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION AGREEMENT CONDITIONS AND REQUIREMENTS

The parties to this Lease hereby mutually acknowledge and agree that the operation of the subject premises must comply with all the terms, conditions, covenants, rules and

Curtiss Mansion and Gardens Trailhead (Miami-Dade County).

**VESTING OF RIGHTS/CITY OF MIAMI SPRINGS**

It is hereby mutually acknowledged and agreed between the parties hereto that the City of Miami Springs shall be a third party beneficiary of all the terms, conditions, covenants and requirements of this Lease. It is further mutually acknowledged and agreed that City consent shall also be required in each instance provided herein where the consent of Master is required. Finally, Master and CMI hereby authorize and agree to permit the City to use the demised premises on up to seven (7) occasions annually upon receipt of reasonable advance notice to CMI and at no cost to the City. It is further understood that CMI will not be obligated to supply any services for such occasions and/or events, and that the events or occasions shall be limited to City use only. Additionally, City will pay for clean-up services during and after said occasions or events.

**RIGHT OF ENTRY**



During the term hereof, Master, or its authorized representatives, shall have the right to enter the demised premises at all reasonable hours for the purposes of inspecting the general condition of the premises and determining if the improvements being made to the premises are being performed in an appropriate and workmanlike manner. Master=s right of entry shall also include all reasonable inspections to determine if CMI is in compliance with all the terms and conditions hereof.

#### COMPLIANCE WITH LAWS

In the use of the premises, CMI shall comply with all state, county and city laws, statutes, ordinances, policies, rules and regulations that are applicable now, or in the future, to the operation of CMI and the Lease premises.

#### PROHIBITED ACTIVITIES

CMI shall not use the premises for any purpose or activity regulated or prohibited by Chapter 132 of the Miami Springs Code of Ordinances or for any unlawful, immoral, unethical, or disruptive purpose and shall comply with all laws and permitted requirements applicable now, or in the future, to the operation of the Curtiss Mansion property. CMI shall not permit

any offensive, noisy, or dangerous activity, nor any nuisance or other conduct in violation of any statute, law, ordinance, rule, regulation or policy of the city, county or state on the Leased premises.

#### **DRUG FREE WORKPLACE**

CMI agrees to operate as a drug-free workplace and to ensure that a drug-free workplace employee program is maintained during the term of this Lease.

#### **NON-DISCRIMINATORY PRACTICES**

In providing all operational services, including those related to direct contact with the public, and those involving the hiring, treatment and advancement of employees, CMI shall not discriminate in any manner based upon race, color, creed, religion, ancestry, national origin, gender, age, physical/mental handicap or in any other manner. In addition, CMI shall insure the fair and equal use and access to the facilities at the Curtiss Mansion property.

#### **QUIET ENJOYMENT**

CMI shall be permitted to peacefully and quietly have, hold, and enjoy the possession and control of the subject premises hereto, so long as it continues to comply with and abide by the terms, covenants, and conditions of this Lease.

### ASSIGNMENT

CMI shall not assign, transfer or encumber this Lease or any part thereof without written consent of Master, and shall not sublet, grant licenses or concessions nor allow any other occupant to come in with or under CMI, without like consent. No assignment (with or without the consent of Master) shall release CMI under this Lease. The power of Master to give or withhold its consent to any assignment shall not be exhausted by the exercise thereof on one or more occasions but the same shall be a continuing right and power with respect to any assignment under this Lease. Prior to requesting the consent of Master to any proposed sublease or assignment, CMI shall submit to Master detailed written information concerning the proposed or assignee, including background information, financial information and references. Master shall have the absolute right to determine if consent to any requested assignment will be granted. Nothing contained herein shall be construed to require Master to

consent to any assignment, sublet, grant of licensee or concession in regard to the subject premises.

#### **ATTORNEY FEES AND COSTS**

If either party to this Lease initiates litigation to enforce any provisions hereof or for damages on account of any breach of this Lease, the prevailing party in any such litigation, and any appeals therefrom, shall be entitled to recover from the other party, in addition to any damages or other relief granted as a result of such litigation, all costs and expenses of such litigation and reasonable attorney's fee as fixed by the court.

#### **NOTICES TO PARTIES**

All notices required or desired to be given under this Lease shall be in writing and delivered in person or transmitted by Certified Mail, Return Receipt Requested, postage prepaid, addressed to the party to be noticed, and shall be deemed to have been delivered three (3) days after deposit in a post office or letter box in the above manner.

**NOTICES TO BE GIVEN TO MASTER SHALL BE ADDRESSED AS FOLLOWS:**

**MIAMI SPRINGS MASTER TENANT LLC  
c/o MIAMI SPRINGS PROPERTIES, INC.  
CITY OF MIAMI SPRINGS  
Attention: Ronald K. Gorland, City Manager  
201 Westward Drive  
Miami Springs, FL 33166**

**NOTICES TO BE GIVEN TO CMI SHALL BE ADDRESSED AS FOLLOWS:**

**CURTISS MANSION, INC.  
c/o JOELLEN PHILLIPS  
500 Deer Run  
Miami Springs FL 33166**

**SEVERABILITY**

That should any provision, paragraph, sentence, word or phrase contained in this Lease be determined by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable under the laws of the State of Florida, such provision, paragraph, sentence, word or phrase shall be deemed modified to the extent necessary in order to conform with

such law, or if not modifiable, then same shall be deemed severable, and in either event, the remaining terms and provisions of this Lease shall remain unmodified and in full force and effect or limitation of its use.

#### **NO WAIVER**

That the failure of either party hereto to insist on the performance or observance of any one or more conditions or covenants of this Lease shall not be construed as a waiver or relinquishment of the future performance of any such covenants or conditions, and either party's obligation with respect to such future performance shall continue in full force and effect.

#### **CAPTIONS**

All captions in this Lease are included for convenience only and are not to be taken into consideration in any construction or interpretation of this Agreement or any of its provisions.

#### **TIME**

Time is of the essence as to each term of this Lease.

### **GOVERNING LAW**

This Lease and the rights and liabilities of the parties to this Lease shall be governed by the laws of the State of Florida. If any provision of this Lease is invalidated by judicial decision or statutory enactment, the invalidity of any such provision will not affect the validity of any other provision of the Lease.

### **ENTIRE LEASE AGREEMENT**

This Lease, together with any Exhibits hereto, constitute the entire Lease between the parties relating to the subject matter hereof. This Lease is the final expression of agreement between the parties hereto. Neither party shall be entitled to rely upon any conflicting oral representations, assurances, claims or disclaimers made either prior to, or simultaneous with, the execution of this Lease. This Lease was jointly negotiated and prepared by the parties hereto and no interpretation hereof shall be held more strongly against either party.



### **RADON WARNING**

In accordance with the provisions of Florida Statute Section 404.056(8), to-wit:

**RADON GAS:** Radon is a naturally occurring radioactive gas that, when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Level of radon that exceed federal and state guidelines have been found in buildings in Florida. Additional information regarding radon and radon testing may be obtained from your county public health unit.

### **WAIVER OF TRIAL BY JURY**

THE PARTIES HEREBY KNOWINGLY, VOLUNTARILY AND INTENTIONALLY WAIVE THE RIGHT TO A TRIAL BY JURY IN RESPECT TO ANY LITIGATION BASED HEREON, OR ARISING OUT OF, UNDER OR IN CONNECTION WITH THIS LEASE, AND ANY AGREEMENT CONTEMPLATED TO BE EXECUTED IN CONJUNCTION HEREWITH, OR ANY COURSE OF CONDUCT, COURSE OF DEALING, STATEMENTS (WHETHER VERBAL OR WRITTEN) OR ACTIONS OF EITHER PARTY. THIS PROVISION IS A MATERIAL INDUCEMENT FOR THE PARTIES ENTERING INTO THIS LEASE.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day

and year first above written.

WITNESSES:

CURTISS MANSION, INC., a Florida  
Not-For-Profit Corporation

Patricia J. Borez

Print Name: PATRICIA J. BOREZ

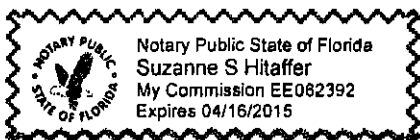
Carol A. Foster

Print Name: Carol A. Foster

By: Joellen Phillips  
JOELLEN PHILLIPS  
President

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE

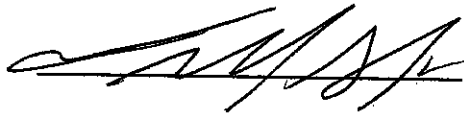
The foregoing instrument was acknowledged before me this 8TH day of June, 2012, by JoEllen Phillips, President of Curtiss Mansion, Inc. A Florida Not-for-Profit Corporation, She is personally known to me or has produced \_\_\_\_\_ as identification, and did take an oath.



COMMISSION: EE062392  
EXPIRES 4-16-2015

Suzanne S. Hittaffer  
Notary Public, State of Florida  
Suzanne S. Hittaffer

WITNESSES:

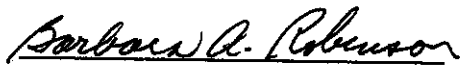


Print Name: William Alonso

CITY OF MIAMI SPRINGS MASTER TENANT LLC  
A Florida Limited Liability Company

By: 

RONALD K. GORLAND, City Manager for:  
Miami Springs Properties, Inc. , Managing Member



Print Name: BARBARA A. ROBINSON

STATE OF FLORIDA

COUNTY OF MIAMI-DADE

The foregoing instrument was acknowledged before me this 8TH day of June, 2012, by RONALD K. GORLAND, City Manager for: Miami Springs Properties, Inc. Managing Member of Miami Springs Master Tenant LLC. He is are personally known to me or has produced \_\_\_\_\_ as identification, and did take an oath.

Magali Valls

Notary Public, State of Florida

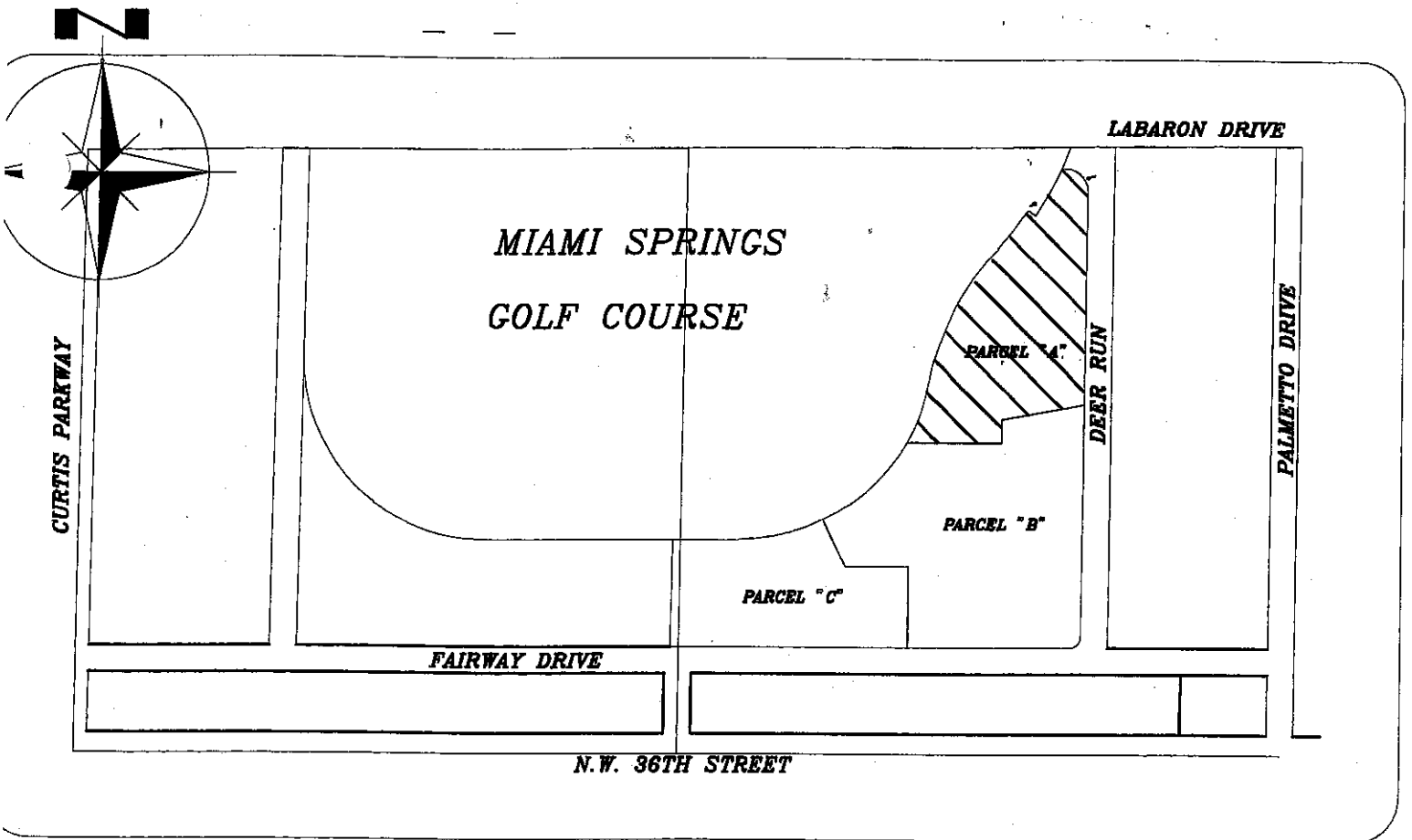
COMMISSION: 10-11-12.



EXHIBIT A

TRACT "A" or "FAIRWAY INC., PROPERTIES" Subdivision according to the Plat thereof as recorded in Plat Book 151 at Page 80 of the Public Records of Miami-Dade County, Florida.

Folio No.: 05-3119-025-0010  
Street Address: 500 Deer Run





# AGENDA MEMORANDUM

**Meeting Date:** 8/11/2014

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

**Via:** Ron Gorland, City Manager

**From:** William Alonso, Assistant City Manager/ Finance Director

**Subject:** Aquatic Facility Financing

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## **Recommendation:**

The Administration requests that Council authorize the execution of the term sheet from SunTrust Bank (attachment A) for the financing of the aquatic facility project in an amount up to \$5,660,000.

## **Discussion/Analysis:**

In April, 2014 the City contracted with Dunlap & Associates (D&A) for the purpose of providing assistance in obtaining financing options for the proposed aquatic facility project. On June 2, 2014, D&A distributed an RFP for this purpose to approx. 14 financial institutions. On July 8, 2014 the City did not receive any proposals in response to the RFP. D&A contacted 6 of those institutions to ascertain the reasons for the non-response. The reasons are detailed in the attached letter from D&A (see attachment B).

SunTrust Bank did not respond to the original RFP since the person responsible for relationship was ill. SunTrust requested and was granted an extension to respond to the RFP. On July 14, 2014 SunTrust submitted their proposal which is detailed in the enclosed flowchart (attachment C). The four options offered by SunTrust would require closing on the loan by August 15, 2014.

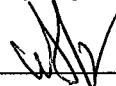


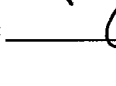
After internal discussions with the City Attorney, the Administration determined that it would not be in the City's best interest to close on the loan so early due to the many unanswered questions related to the project, including whether the project would be approved at all, if approved what the total cost of the project would be, and the timing of when the funds would be needed to begin construction. The current timeline from Bermello Ajamil is for the RFP process to commence in mid-September 2014 and responses received during November, 2014.

Based on these factors, the Administration and City Attorney met with representatives from SunTrust Bank in order to discuss solutions to our concerns. On July 30, 2014 SunTrust provided an additional four options that the City could consider to mitigate our concerns and questions addressed above. Attachment D is an email from SunTrust which details the four options. The Administration has determined that the third option listed "Set Rate three days prior to closing" would be the most appropriate option for the City to accept. Under this option we have the option of setting the rate up to 90 days prior to closing for an additional 0.1% increase in the rate. This option would be important since if the rates begin to increase, we can lock in the rate and close 90 days afterwards, otherwise we can wait and lock the rate 3 days before closing. Another benefit is that although we are approved for an amount up to \$5,660,000, Council can decide to borrow less than that amount at time of closing.

**Fiscal Impact (If applicable):**

The FY14-15 budget includes \$495,000 for the annual debt service (principal and interest) related to this financing. This was based on closing during August 2014 and payments commencing Oct 1, 2014. This amount will now be lower since we anticipate closing in December 2014 and payments commencing January 1, 2015. Once this term sheet is approved and once we lock in the rate, we will determine the actual amount of the first year debt service (we estimate that the annual debt service for the first year will be approx. \$440,000 or a \$55,000 reduction in our FY14-15 budget).

**Submission Date and Time: 8/7/2014 11:57 AM**

<b><u>Submitted by:</u></b>	<b><u>Approved by (sign as applicable):</u></b>	<b><u>Funding:</u></b>
Department: <u>Finance</u>	Dept. Head: 	Dept./ Desc.: <u>Finance</u>
Prepared by: <u>William Alonso</u>	Procurement: 	Account No.: <u>201-2026-519-71-13/201-2026-519-72-13</u>
Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Asst. City Mgr.: 	Additional Funding: <u>N/A</u>
Budgeted/Funded <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	City Manager: 	Amount previously approved: \$ _____
	Attorney: _____	Current request: \$ _____
		Total vendor amount: \$ _____



Attachment A



David K. Ross  
Senior Vice President  
515 E Las Olas Boulevard 7<sup>th</sup> Floor  
Fort Lauderdale, FL 33301  
Tel 954-765-7445  
Fax 954-765-7240  
david.ross@suntrust.com

August 5, 2014

Attn. Mr. William Alonso  
Finance Director  
City of Miami Springs  
201 Westward Drive  
Miami Springs, FL 33166

Re: Up to \$5,660,000 for Bank Qualified Capital Improvement Revenue Note, Series 2014

STI Institutional & Government, Inc., ("STING") is pleased to consider making a term loan (the "Facility") in the principal amount of up to \$5,660,000 to the City of Miami Springs (the "Borrower") based substantially on the proposed summary of terms and conditions set forth on Annex I attached hereto (Annex I, together with this letter, this "Proposal Letter").

**This Proposal Letter is an expression of interest by STING in the proposed Facility and should not be construed to be, expressly or by implication, a commitment, an offer, an agreement in principle or an agreement by STING to provide the proposed Facility. After STING has conducted further due diligence, we may decide to modify the proposed terms and conditions, or we may decide not to provide the proposed Facility.**

This Proposal Letter is not intended to, and shall not create a legally binding obligation on the part of the STING or the Borrower. This Proposal Letter constitutes the entire understanding between STING and the Borrower in connection with the proposed Facility as of the date hereof and supersedes any prior written or oral communications or understandings.

This Proposal Letter shall be governed by the laws of the State of Florida.

If you have any questions in connection with this Proposal Letter or any of the proposed terms and conditions, please do not hesitate to contact me.

Yours sincerely

A handwritten signature in dark ink, appearing to read "D.K. Ross", written over a horizontal line.

cc: Craig Dunlap  
Justin Baumgardner  
Steve Leth



**ANNEX I**  
**STI INSTITUTIONAL & GOVERNMENT, INC.,**  
**TERM SHEET FOR GOVERNMENT TRANSACTIONS**  
**FIXED AND FLOATING RATE**

**THIS TERM SHEET:**

- *Is for discussion purposes only*
- *Is not an offer to extend credit*
- *Is not a commitment to lend*
- *Is not an agreement to issue a commitment*

***Municipal Advisor Rule Disclosure:***

STI Institutional & Government, Inc. (Lender) is an institutional buyer and makes direct purchase loans to Municipal Entities and Obligated Persons as defined under the Municipal Advisor Regulation, and in this term sheet is providing information regarding the terms under which it would make such a purchase for its own account.

- (a) Lender is not recommending an action to the Borrower of the debt;
- (b) Lender is not acting as an advisor to the Borrower of the debt and does not owe a fiduciary duty pursuant to Section 15B of the Exchange Act to the Borrower of the debt with respect to the information and material contained in this communication;
- (c) Lender is acting for its own interests; and
- (d) The Borrower of the debt should discuss any information and material contained in this communication with any and all internal or external advisors and experts that the municipal entity or obligated person deems appropriate before acting on this information or material.

***Borrower:*** City of Miami Springs

***Lender:*** STI Institutional & Government, Inc.

***Facility:*** Bank Qualified Loan in the form of a tax-exempt note (the "Note"). The Note must be a "qualified tax exempt obligation" under Section 265(b) (3) of the Internal Revenue Code.



**Purpose:** The proceeds from the Note will be used to fund 1) finance certain capital improvements within the City, including the construction of the Miami Springs Aquatic Facility, 2) Stafford Park Field Renovations, and 3) pay costs of issuance.

**Amount:** Up to \$5,660,000

**Repayment:** Interest will be paid semi-annually, each February 1 and August 1, beginning on February 1, 2015 through the maturity or earlier redemption. Principal will be paid annually beginning February 1, 2015 through February 1, 2029.

**Fee:** None

**Security:** The Note and interest therein will be payable solely from and secured by a Half-Cent Sales Tax, Utility Tax Revenue, and Franchise Fee revenue (collectively, the "Pledged Revenues").

**Closing Date:** No later than December 15, 2014 unless agreed to be extended at sole discretion of Lender.

***Interest Rate Options:***

**Option 1: Indicative Rate**

Non-Bank Qualified Tax Exempt Indicative Fixed Rate of 3.33% as of 8/4/2014.

The actual interest rate shall be set three business days before the Closing Date based upon the formula below:

65% of the total of the 10 year Federal Reserve H15 Swap Rate + 2.52%.

The 10 Year H 15 on August 4 was 2.61%.  $0.65 \times (2.61\% + 2.52\%) = 3.33\%$ .



**Option 2: Rate Lock: - Rate locked within 90 days from Closing Date.**

City shall have the one time option at any point between 30 and 90 days from Closing Date to request a market interest rate from Lender which will be locked until closing. The date that this occurs shall be known as "The Rate Lock Date". The rate will be based upon the formula in Option 1 above plus .10%. The time between the Rate Lock Date and the Closing Date shall be deemed the Rate Lock Period.

To maintain this interest rate, the Borrower must notify the Lender of its acceptance of the general terms and conditions of this Term Sheet, subject only to Commission Approval, before close of business 10 days after Rate Lock is provided and the transaction must close and fund by Closing Date.

The Borrower understands that market interest rates are subject to change. The Borrower also understands that in the event the Facility is funded during the Rate Lock Period, the Rate will become the effective interest rate for the Facility even if market interest rates are lower than the Rate at the time the Facility is funded.

If the Facility is not funded for any reason on or before the expiration of the Rate Lock Period, Lender may, in its sole discretion, offer a new fixed rate and a revised closing date, provided, however, that if the revised interest rate is unacceptable to the Borrower, the Borrower shall not be obligated to proceed with the Facility. Notwithstanding the foregoing, in the event the Facility is not funded for any reason, the Borrower shall be obligated to reimburse any fees and expenses incurred by Lender in connection with the Facility including, without limitation, attorney's fees.

***Maturity Date:***

February 1, 2029



***Prepayment  
Alternatives:***

The following Prepayment Alternatives are applicable.

**Alternative #1** – Borrower may prepay the Note in whole or in part on any Business Day upon two Business Days' prior written notice to the Lender. Such prepayment notice shall specify the amount of the prepayment which is to be made. In the event of a prepayment of the Note under this paragraph, the Borrower may be required to pay the Lender an additional fee (a prepayment charge or premium) determined by Lender's make whole compensation provision in the loan documents, to compensate the Lender for all losses, costs and expenses incurred in connection with such prepayment. Any partial prepayment shall be applied as determined by Lender in its sole discretion.

**Alternative #2 – No Prepayment Penalty**: for an additional 25 basis points added to the stated rate, the Lender will allow prepayment on any Business Day after two years from the Closing Date without any penalty for each of the above mentioned interest rate options. Any partial prepayment shall be applied as determined by Lender in its sole discretion.

***Yield Maintenance***

If it is determined that the Note does not qualify as BQ, the rate will be adjusted to a fixed rate (non-BQ) which allows the Lender to maintain its after tax yield as of the date it is determined that the loan does not qualify as BQ.

***Determination of  
Taxability:***

Upon the occurrence of a Taxable Event the Interest Rate on the Note shall be adjusted to assure maintenance of the yield. "**Taxable Event**" means the occurrence after the date hereof of a final decree or judgment of any Federal court or a final action of the Internal Revenue Service determining that interest paid or payable on all or a portion of any Note is or was includable in the gross income of a Lender for Federal income tax purposes; provided, that no such decree, judgment, or action will be considered final for



this purpose, however, unless the Borrower has been given written notice and, if it is so desired and is legally allowed, has been afforded the opportunity to contest the same, either directly or in the name of any Lender, and until the conclusion of any appellate review, if sought. A Taxable Event does not include and is not triggered by a change in law by Congress that causes the interest to be includable under Lender's gross income.

***Lender Counsel  
Legal Fees:***

Our proposed Lender's counsel is Michael Wiener at Holland & Knight LLP in Lakeland, FL. Fees for our counsel will be:

- (a) \$5,000.00 if our counsel closes the transaction and reviews documentation prepared by the note counsel or counsel to the Borrower, or
- (b) Borrower agrees to pay all other reasonable fees, charges, expenses and costs in connection with the transaction. If the loan has extraordinary negotiations, problems or does not close on or before December 15, 2014, the legal fee will be increased to reflect any extra work performed and Borrower agrees to pay such fee.

***Governing Law and  
Jurisdiction:***

State of Florida.

***Covenants and Conditions***

- (a) Borrower shall submit to the Lender annual audited financial statements within 270 days of fiscal year end and an annual budget within 30 days of adoption, together with any other information the Lender may reasonably request.
- (b) Borrower shall be required to deliver a written opinion from Borrower's Counsel, in form and substance acceptable to the Lender and Lender's Counsel.
- (c) The provisions, terms and conditions contained herein are not inclusive of all the anticipated terms that will be applicable to the credit and do not purport to summarize all of the conditions, covenants, definitions, representations,



warranties, but shall include but not be limited to the waiver of jury trial, submission to jurisdiction and venue, events of default, remedies or other provisions that may be contained in documents required to consummate this financing. A payment or covenant default shall be subject to a default rate of the lesser of Prime plus 8% or the maximum allowed rate by law. All of such terms will be set forth in the final, definitive loan documents, and all such terms must be acceptable to the Lender and its counsel. All matters relating to this loan are subject to Lender's policies and procedures in effect and applicable government statutes and regulations.

- (d) Receipt of opinion from Note Counsel in form and substance satisfactory to the Lender, which shall include, without limitation, an opinion that the interest on the Note is excludable from gross income of the owners thereof for Federal income tax purposes and that the Note is a qualified tax-exempt obligation under Section 265(b) (3) of the Internal Revenue Code.
- (e) The Borrower agrees to have the principal and interest payments collected via ACH Direct Debit from a SunTrust Bank account.
- (f) Parity: This debt will be on parity with all other senior debt secured by the Pledged Revenues described herein.
- (g) Additional Debt Test: In order to issue additional parity debt secured by Pledged Revenues, the average net Pledged Revenues for the two most recent fiscal years must equal at least 1.50x the projected maximum annual debt service on the existing and proposed debt.
- (h) City will covenant that the Franchise Fees and Utility Tax Revenue will be in effect for the term of loan and the City will not repeal ordinances levying the Franchise Fees and Utility Tax Revenue nor amend or modify said ordinances or said franchise or tax in any manner so as to reduce the rate or amount of Franchise Fees and Utility Tax Revenue levied thereunder, together with such additional related covenants requested by the Lender.





Dunlap &  
Associates

## Dunlap & Associates, Inc.

Financial Consultants

July 18, 2014

Mr. William Alonso  
Assistant City Manager/Finance Director  
City of Miami Springs  
201 Westward Drive  
Miami Springs, Fla. 33166

Re: City of Miami Springs  
Bank Loan RFP for \$5.66 million Aquatic Facility  
Summary of Responses

Dear Mr. Alonso,

Dunlap & Associates, Inc. distributed, on June 2, 2014, the "City of Miami Springs Request for Proposals in the amount of \$5,660,000 Capital Improvement Revenue Note, Series 2014" (the "RFP") to fourteen (14) banks. Responses were due by 2:00 p.m. on July 8, 2014.

On July 8, 2014 at 2:00 p.m., the City of Miami Springs (the "City") did not receive any proposals in response to the RFP, due to the following reasons, as stated by the banks when contacted by Dunlap & Associates, Inc.:

1. Bank of America Merrill Lynch indicated that they did not respond to the RFP because the term was too long and the City was not an existing client.
2. BB&T indicated that they did not respond to the RFP because the Credit Committee determined that the project was not deemed to be essential. They also expressed concern about a declining undesignated fund balance over the past few years.
3. BBVA Compass had the same concerns at BB&T; however they did not mention the reduced undesignated fund balance.
4. JP Morgan Chase had the same concerns about the essentiality of the project and the term of the financing was too long.
5. SunTrust did not respond initially due to the fact that the person responsible for this relationship, Steve Leth, was ill and not able to respond. The bank asked for and was granted an extension by the City, and did submit a proposal on July 14, 2014 (see the attached summary and email).
6. TD Bank did not respond because of timing, lack of credit capacity, and the term of the financing.

After contacting the City to discuss the reasons for the non-responses, the City announced that they would accept a proposal from SunTrust, since they expressed an interest in submitting a proposal if the deadline was extended.

On July 14, 2014 at 12:12 p.m., SunTrust submitted their proposal, which we reviewed and discussed with the City on July 15, 2014. (Please see the attached summary and email).

1146 Keyes Avenue Winter Park, Florida 32789  
Telephone: 407.678.0977 Telecopy: 407.678.6240

**Different Results if RFP Amended?**

The primary reasons for not responding were the purpose of the financing and term. Given the City's desire to construct the Aquatic Center and the need to keep the annual debt service at or near \$500,000 we would not have expected a different result.

If you have any questions, please contact me at (407) 678-0977.

Sincerely,



Craig Dunlap  
President  
Dunlap & Associates, Inc.

**City of Miami Springs  
\$5.6 million Aquatic Facility  
Summary of Scenarios**

	SunTrust (Option 1 - 3.38%)	SunTrust (Option 2 - 3.63%)	SunTrust (Option 3 - 3.04%)	SunTrust (Option 4 - 3.29%)	Bond Issue
Amortization	15-years	15-years	15-years	15-years	15-years
Prepayment	Make-Whole	Anytime	Make-Whole	Anytime	10yr @ Par
Put Option	None	None	10-year	10-year	None
<b>All-In True Interest Cost</b>	<b>3.49%</b>	<b>3.75%</b>	<b>3.15%</b>	<b>3.40%</b>	<b>3.49%</b>
Total Debt Service	\$7,231,795	\$7,359,869	\$7,063,664	\$7,189,543	\$7,230,026
Average Annual Debt Service	\$498,172	\$506,994	\$486,590	\$495,261	\$498,050
Maximum Annual Debt Service	\$500,777	\$509,287	\$488,664	\$497,514	\$500,575
Yield Maintenance	Yes	Yes	Yes	Yes	No
Taxability Provision	Yes	Yes	Yes	Yes	No
Additional Bonds Test	1.50x	1.50x	1.50x	1.50x	1.50x
Event of Default	Prime + 8%, or Max. allowable by law	Lesser of: Prime + 8%, or Max. allowable by law	Lesser of: Prime + 8%, or Max. allowable by law	Lesser of: Prime + 8%, or Max. allowable by law	As described in the Resolution
Acceleration	No	No	No	No	As described in the Resolution

Attachment D

**William Alonso**

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**From:** Ross.David <David.Ross@SunTrust.com>  
**Sent:** Wednesday, July 30, 2014 6:52 PM  
**To:** William Alonso; Ron Gorland; Jan Seiden  
**Subject:** [Secured] City of Miami Springs: Interest Rate and Funding Options for discussion only  
**Importance:** High

Gentlemen

Thank you for your time last week to discuss the financing for the proposed Aquatic Center and other Capital Improvements. You indicated that the Aquatic Center project financing was going to be delayed from the contemplated August financing date so costs could be finalized and contingencies reduced after further architect review and contractor bidding. Accordingly, you requested some non-binding indicative interest rate and funding alternatives to facilitate a December closing:

First it is worth mentioning that you could borrow in the near future and hold the funds until needed to begin the project funding. This would allow you to take advantage of the current low interest rate environment.

Other Options Follow. For comparative purposes, these options are set as of July 16, 2014, the day the Proposal was issued. The interest rate in the Tax Exempt Bank Qualified Proposal, good through August 15, 2014, is 3.38%. This rate was subject to our prepayment provision as would the fixed interest rates below. The Proposal also outlines that for an additional .25% prepayment without penalty can be made after 2 years. The same would also apply to the fixed rates below.

Also note that these rates are quoted as a point in time and could change based upon market changes.

Certain forward rates below are utilizing the Federal Reserve H 15 Swap Rates as an Index Rate. These can be accessed at the following website:

<http://www.federalreserve.gov/releases/h15/data.htm>

A

Forward Delivery Note Purchase Agreement (Fixed Rate Certain):

- Pricing: Add 25 basis points to the rate stated in the proposal for a December 15th funding. Rate would be 3.63%
- Breakage Fee: : If Facility is not funded for any reason, Borrower will be obligated to pay Lender a Breakage Fee (to make Lender whole for risks of market interest rate changes) and expenses incurred by Lender in connection with the Facility including , without limitation, attorney fees. The Breakage fee will be based on a present value formula which would allow the Lender to maintain its yield if funds reserved for this loan have to be reinvested.

B

Forward Delivery Fee for December 15<sup>th</sup> Closing

- If Borrower pays a nonrefundable Forward Delivery Fee of \$107,000.00, the interest rate of 3.38% as stated in Proposal could be maintained and there would be no breakage costs in the event loan did not close.

②

Set Rate three days prior to closing.

- Pricing: 65% of the total of the 10 year Federal Reserve H15 Swap Rate + 2.52%,. The 10 Year H 15 on July 16<sup>th</sup> was 2.68% .  $[.65 \times (2.68\% + 2.52\%) = 3.38\% ]$
- For an additional .10% added to the rate, Borrower can lock in the rate up to 90 days before closing as opposed to waiting until 3 days before closing.
- Breakage Fee: No Breakage Fee if loan does not close

③

Non Revolving Line of Credit and Term Facility

- Non Revolving Line of Credit (This Facility is variable rate)
  - Maturity – 24 months
  - Draw/Repayment: Funds drawn as needed/Interest only
  - Pricing 65% of the total of 1 month Libor +2.01%. Based on the 1 Month Libor Rate on July 16<sup>th</sup> of .16%, the borrowing rate would be 1.42%.  $[.65 \times (.16\% + 2.01\%) = 1.42\% ]$ . This would adjust monthly based on the 1 Month Libor Rate.
  - At Maturity, the outstanding balance will convert to a Term Facility
- Term Facility (Fixed Rate)
  - Maturity: 13 years following conversion to term loan.
  - Repayment: Amortize with approximately level annual principal and interest payments
  - Pricing: 65% of the total of the 7 year Federal Reserve H15 Swap Rate + 2.77%, set three days prior to conversion of the Line to a Term Facility. The 7 Year H 15 on July 16<sup>th</sup> was 2.24%.  $[.65 \times (2.24\% + 2.77\%) = 3.26\% ]$  For an additional .10% added to the rate, Borrower can lock in the rate up to 90 days before closing.

Please note that the above are indicative rates and funding options and don't represent a formal proposal or commitment to lend.

I hope you find this information valuable and useful. Please let me know if you have any questions or require additional information. I am available to meet in person or by conference call to discuss these options

Thank you for this opportunity to provide value to the City.

Best Regards

Dave

David K. Ross  
Senior Vice President & Relationship Manager  
STI Institutional and Government, Inc.

Tel: 954.765.7445 Mobile: 954.328.7377  
Fax: 954.765.7240  
Mail Code FL-Fort Lauderdale-1073  
515 E. Las Olas Boulevard 7th Floor  
Fort Lauderdale, FL 33301

# CITY OF MIAMI SPRINGS



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

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

VIA: Ron Gorland, City Manager

FR: William Alonso, CPA, CGFO, Finance Director

Date: July 24, 2014

Re: FY2013-2014 3rd Quarter Budget Status Report (Unaudited)

Attached, please find the above referenced report based on revenues received and appropriations expended through June 30, 2014. The purpose of this report is to apprise the City's governing body of the FY2013-2014 budgetary status and projected year-end revenues, expenditures, and fund balances

## I. OVERVIEW

**At the end of the third quarter of FY2014 the City is within budgeted revenues and expenditures. We are projecting an increase in our fund balance of approx. \$189,000 at the end of the fiscal year. The revenues and expenditures as of the end of the third quarter of FY2013-2014 are within budgeted amounts and in line with the amounts reported for the same period of last fiscal year.**

**As you can see from page 18, the golf course is reporting a year to date loss of \$555,890. The total budgeted loss for FY13-14 is \$726,993 and is mainly due to the increase in the maintenance budget in order to improve the course conditions. (see page 18 and 19 for a detailed analysis).**

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

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

**I. OVERVIEW (continued)**

- VII. Analysis of Charges for Services
  - a) Building & Zoning/Code Enforcement – Page 11
  - b) Recreation Department – Page 12
- VIII. Other Funds
  - a) Road and Transportation Fund – Page 13
  - b) Law Enforcement Trust Fund – Page 14
  - c) Capital Fund – Page 15
  - d) Debt Service Fund – Page 16
- IX. Status of Designated Fund Balance Page 17
- X. Golf Course Financial Report – Pages 18,19 and A-1 thru C-1

The following chart is a projection of the City's projected revenues, expenditures, and general fund balance as of the end of the 3rd Qtr FY2014:

**Chart A – General Fund Balance Projection as of 3rd quarter FY2013-2014**

**Chart A- General Fund Budget Summary-FY 2013-2014**

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Projected Year-End</u>	<u>Variance</u>
<b>Sources:</b>				
General Fund beginning balance	3,692,341	3,692,341	3,692,341	-
Current revenues	14,715,012	15,370,382	15,293,530	(76,852)
Transfers in	530,000	530,000	530,000	-
Total Sources	<u>18,937,353</u>	<u>19,592,723</u>	<u>19,515,871</u>	<u>(76,852)</u>
<b>Uses:</b>				
Operating expenditures	14,568,503	15,207,375	15,161,753	(45,622)
Transfers out	502,541	502,541	472,891	(29,650)
Total Uses	<u>15,071,044</u>	<u>15,709,916</u>	<u>15,634,644</u>	<u>(75,272)</u>
<b>General Fund ending balance</b>	<u>3,866,309</u>	<u>3,882,807</u>	<u>3,881,227</u>	<u>(1,580)</u>
<b>Projected change in fund balance</b>		<u>188,886</u>		



## FINANCIAL DASHBOARD

### FINANCIAL INDICATORS-GENERAL FUND

	<u>Budgeted</u>	<u>Actual</u>	<u>% of budget</u>
<b>General Fund Revenues as of 6/30/14</b>	\$15,581,847	\$13,093,051	84% (1)
<b>General Fund Revenues as of 6/30/13</b>	\$14,063,177	\$10,911,468	78% (1)

<b>General Fund Expenditures as of 6/30/14</b>	\$15,900,382	\$11,236,438	71% (2)
<b>General Fund Expenditures as of 6/30/13</b>	\$14,506,657	\$10,396,428	72% (2)

	<u>As of 9/30/13</u>	<u>Projected 9/30/14</u>	<u>\$ Increase/Decrease</u>
<b>General Fund Reserve</b>	\$3,692,341	\$3,881,227	\$188,886

### INVESTMENT INDICATOR

	<u>As of 6/30/13</u>	<u>As of 3/31/14</u>	<u>\$ Increase/(Decrease)</u>
<b>Investments</b>	\$ 6,889,849	\$ 6,186,252	\$ (703,597)

	<u>Total On Deposit</u>	<u>Unrealized Loss</u>	<u>Net Asset Value</u>
<b>SBA Account</b>	\$11.886	\$ (8,243)	\$3,643

### FINANCIAL INDICATORS-OTHER

	<u>Revenues as of 6/30/14</u>	<u>Expenditures as of 6/30/14</u>	<u>Deficit at 6/30/14</u>	<u>Deficit at 6/30/13</u>
<b>Golf Course fund operating deficit requiring General Fund subsidy</b>	901,912	\$1,457,802	\$(555,890)	\$(325,927)

	<u>Revenues as of 6/30/14</u>	<u>Expenditures as of 6/30/14</u>	<u>Deficit at 6/30/14</u>	<u>Deficit at 6/30/13</u>
<b>Building &amp; Code</b>	\$ 870,025	\$651,063	\$ 218,962	\$ (85,908) (3)

	<u>As of 9/30/13</u>	<u>As of 6/30/14</u>	<u>\$ Increase/(Decrease)</u>
<b>Long-Term Debt</b>	\$5,408,694	\$7,115,586	\$1,706,892

	<u>At 6/30/14</u>	<u>At 6/30/13</u>
<b>% of Recreation Expenditures Collected in Fees</b>	22.4%	24.6%

**Notes:**

(1) The budgeted revenues does not include the \$318,535 that was appropriated from fund balance. Additionally, you can see that for the current year our revenues are being received at a 84% rate compared to 78% for the same period last year mainly due to ad valorem tax revenues being received at a faster pace from the County.

(2) Actual expenditures are running at the same levels as prior year 71% vs. 72% when compared to budgeted expenditures.

(3) Building & Code expenditures include indirect cost allocations of \$205,724 for FY2014 and \$296,838 for FY2013.



II) REVENUES

Chart B-Schedule of General Fund Budgeted and Actual Revenues  
For the Period Ending June 30, 2014  
(75% OF YEAR COMPLETED)

Department	2012-13	FISCAL YEAR 2013-2014					Note
	FULL YEAR ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL As of 6/30/14	% OF BUDGET	PRIOR YEAR As of 6/30/13	
Ad Valorem Taxes - Current	\$ 5,823,022	\$ 6,633,493	\$ 6,604,332	\$ 6,500,783	98%	\$ 5,367,916	1
Ad Valorem Taxes - Delinquent	-	90,839	120,000	1,271	1%	-	1
Utility and Franchise Taxes	2,632,077	2,675,000	2,675,000	1,645,001	61%	1,574,661	
Occupational Licenses - City	79,136	90,000	90,000	55,311	61%	93,745	
Occupational Licenses - County	20,302	15,000	15,000	13,570	90%	9,889	
Building Permits	190,393	237,000	237,000	398,526	168%	150,959	
Electrical Permits	54,947	55,000	55,000	69,823	127%	40,963	
Plumbing Permits	29,124	28,000	28,000	41,554	148%	24,544	
Roofing Permits	49,901	49,000	49,000	52,055	106%	33,183	
Mechanical Permits	19,624	15,000	15,000	37,500	250%	15,088	
Certification of Completions	1,815	1,900	1,900	2,370	125%	1,565	
Structural Permits	19,750	20,000	20,000	18,172	91%	15,700	
POD Permit Fees	2,000	1,300	1,300	975	75%	1,625	
Other Permits	237,744	225,000	225,000	113,830	51%	171,390	
Misc Plan Reviews	-	1,000	1,000	-	0%	-	
Zoning Review Fees	25,600	-	-	22,753	0%	15,300	
General Planning & Zoning Fees	10,070	47,000	47,000	6,260	13%	9,370	
Local Option Gas Tax	359,996	373,249	373,249	277,145	74%	268,538	
Revenue sharing	402,234	411,674	411,674	298,545	73%	286,388	
Alcoholic Beverage License	10,013	12,000	12,000	11,552	96%	7,712	
1/2-cent Sales Tax	949,575	992,230	992,230	677,733	68%	640,823	
Gas Tax Rebate	9,552	8,000	8,000	6,479	81%	6,933	
School Crossing Guards	19,863	20,000	20,000	10,958	55%	15,274	
After School Programs	41,069	32,000	32,000	28,871	90%	33,995	
SWIM MEETS/TEAM RENTAL	12,715	3,600	3,600	8,421	234%	9,911	
Swimming Pool Admissions	83,531	45,000	45,000	42,826	95%	44,495	
Swim Lessons	35	-	-	-	0%	35	
Annual Daddy/Daughter Dance	3,213	4,775	4,775	4,453	93%	3,213	
Pelican theatre	10,132	5,000	10,000	8,405	84%	9,182	
Vending Machines	2,092	3,000	3,000	1,460	49%	1,635	
Fireworks-VG	6,000	3,000	3,000	-	0%	3,000	
Summer Camp	150,037	170,000	170,000	79,025	46%	75,775	
Summer Camp Activity Fee	16,675	18,000	18,000	21,075	117%	16,675	
Senior Center Rental	-	2,250	2,250	-	0%	-	
Annex Rental	16,529	-	-	-	0%	-	
Gym Rental	690	5,000	5,000	-	0%	690	
Fitness Room Membership	49,581	15,000	15,000	27,131	181%	38,093	
Gym Admission Fees	-	3,000	3,000	-	0%	-	
Yoga Classes	11,651	17,100	17,100	5,531	32%	9,052	
Get Fit Summer Camp	-	30,000	30,000	3,800	13%	-	
Basketball Fees	29,075	42,175	42,175	26,928	64%	26,140	
Other activities	3,514	4,880	4,880	8,070	165%	3,084	
Pool Rental	13,397	10,000	10,000	4,120	41%	10,224	
Pool Memberships	6,261	2,400	2,400	5,665	236%	3,399	
Jazzercise	3,925	4,800	4,800	2,944	61%	2,944	
Green Fees	662,606	814,000	814,000	650,735	80%	576,392	
Golf Memberships	42,845	45,000	45,000	43,230	96%	29,248	
Cart Rentals	90,936	106,550	106,556	39,236	37%	68,041	
Range Fees	100,980	125,000	125,000	105,183	84%	75,586	
Golf Merchandise Sales	51,785	38,100	38,100	44,111	116%	41,947	
Gift Certificate Redeemed	692	-	-	714	100%	506	
Rain Check Redeemed	(6,132)	-	-	(1,223)	100%	(4,612)	
CanAm Commissions	(1,180)	-	-	-	0%	(1,180)	
Golf Pro Commissions	668	-	5,000	(1,268)	100%	111	
Golf Course Rentals	6,758	11,000	6,000	4,775	80%	5,790	
Food and Beverage	-	-	-	16,419	100%	-	
GHIN Disabled Fees	138	200	200	-	0%	86	
Miscellaneous Charges for Serv	10	6,000	6,000	-	0%	10	
Copies & Other Charges	2,510	3,000	3,000	1,581	53%	1,840	
Tree Replacement	2,020	-	-	2,845	100%	1,460	
Lien Search	14,767	15,000	15,000	12,430	83%	10,312	
Re-occupancy inspection fee	22,475	19,000	19,000	20,375	107%	16,350	
Clerk of the Court - Fines	117,255	150,000	150,000	91,619	61%	62,341	
Code Enforcement tickets	23,025	15,000	15,000	17,450	116%	21,175	
Disabled Parking tickets	9,184	7,000	7,000	-	0%	-	
Administrative Fee-Red Light hearings	-	80,460	80,460	6,361	8%	-	
Interest-CD's	4,046	7,000	7,000	1,641	23%	4,849	
Interest - Tax Collections	1,343	2,000	2,000	1,683	84%	1,407	
Rent - Metro Fire	11,696	15,000	15,000	9,147	61%	8,477	
Rent - Dade Co. Library	8,253	8,300	8,300	6,190	75%	6,190	
Rent - Bus Benches	4,284	4,000	4,000	3,247	81%	3,213	
Recreational Activities	16,529	12,000	12,000	14,896	124%	14,049	

**Chart B-Schedule of General Fund Budgeted and Actual Revenues**  
**For the Period Ending June 30, 2014**  
**(75% OF YEAR COMPLETED)**

<u>Department</u>	2012-13	FISCAL YEAR 2013-2014				
	FULL YEAR ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL As of 6/30/14	% OF BUDGET	PRIOR YEAR As of 6/30/13
						Note
Sprint Tower	72,624	90,000	90,000	85,028	94%	72,624
Nextel	6,749	6,800	6,800	-	0%	6,749
Metro PCS	8,540	8,400	8,400	8,881	106%	8,540
Surplus sale of equipment	47,690	20,000	20,000	29,755	149%	39,666
Other Miscellaneous	77,088	67,537	67,527	9,725	14%	37,119
Insurance Reimbursement	-	-	-	71,282	100%	45,614
Code Enforcement Liens	250	500	500	-	0%	250
Returned check charges	266	500	500	280	56%	-
Byrne Grant	2,803	15,000	15,000	-	0%	-
Other Grants	262,171			15,936	100%	12,171
Red Light Fines	377,128	600,000	306,843	218,553	71%	304,538
Proceeds from Lease	-		624,996	623,843	100%	-
ITF - Sanitation Admin Fee	470,000	470,000	470,000	352,500	75%	352,500
ITF- Stormwater Admin Fee	60,000	60,000	60,000	45,000	75%	45,000
Appropriated fund balance	-		318,535		0%	-
<b>TOTALS &gt;&gt;&gt;</b>	<b>\$ 13,979,662</b>	<b>\$ 15,245,012</b>	<b>\$ 15,900,382</b>	<b>\$ 13,093,051</b>	<b>82%</b>	<b>\$ 10,911,467</b>

## **II. REVENUES**

### Notes to Revenue Schedule:

- (1) Approximately 75-90% of the annual property tax assessment is collected during the months of October thru January of each fiscal year, the City invests all excess amounts until the funds are required to pay normal operating expenditures of the City.

### III) EXPENDITURES

**Chart C-Schedule of General Fund Budgeted and Projected Expenditures**  
**For the Period Ending June 30, 2014**  
**(75% OF YEAR COMPLETED)**

<u>Department</u>	<u>FY2012-13 ACTUAL</u>	<u>FISCAL YEAR 2013-2014</u>				<u>NOTES</u>
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 6/30/2014</u>	<u>% OF ACTUAL VS. BUDGET</u>	
<b>General Government:</b>						
Mayor & City Council	96,720	140,815	140,815	102,559	73%	
Office of the City Manager	354,013	349,603	349,603	277,301	79%	
Office of the City Clerk	280,342	291,588	245,157	139,769	57%	
Office of the City Attorney	165,986	171,000	171,000	105,969	62%	
Human Resource Department	206,798	189,516	189,517	151,553	80%	
Finance-Administration	548,721	535,490	582,442	376,657	65%	
Finance-Professional Services	255,838	274,295	272,255	191,011	70%	
IT Department	349,639	331,508	331,508	245,805	74%	
Planning Department	127,284	128,947	93,448	59,764	64%	
Non-Departmental	-	-	-	-	0%	
<b>Total General Government</b>	<b>2,385,341</b>	<b>2,412,762</b>	<b>2,375,745</b>	<b>1,650,388</b>	<b>69%</b>	<b>1</b>
<b>Public Safety:</b>						
Police Department	5,815,696	6,006,004	5,974,805	4,231,478	71%	
Building, Zoning & Code Enforcement	580,793	603,691	569,547	445,338	78%	
<b>Total Public Safety</b>	<b>6,396,489</b>	<b>6,609,695</b>	<b>6,544,352</b>	<b>4,676,816</b>	<b>71%</b>	<b>1</b>
<b>Public Works:</b>						
Public Works - Administration	346,040	359,599	371,073	255,966	69%	
Public Works - Streets	369,739	461,275	343,776	260,128	76%	
Public Works - Properties	690,780	589,929	590,929	414,445	70%	
Public Works - Building Maintenance	312,404	289,445	214,445	229,152	107%	2
Public Works - Fleet Maintenance	36,108	22,000	22,000	4,703	21%	
<b>Total Public Works</b>	<b>1,755,071</b>	<b>1,722,248</b>	<b>1,542,223</b>	<b>1,164,394</b>	<b>76%</b>	<b>1</b>
<b>Parks and Recreation:</b>						
Recreation	1,484,027	1,565,451	1,578,242	1,038,953	66%	
Aquatics	242,946	265,578	314,578	202,041	64%	
Tennis	25,172	20,467	20,467	13,256	65%	
Park Maintenance	108,449	123,939	302,480	65,102	22%	
Golf Administration	22,319	21,968	21,968	17,588	80%	
Golf Pro Shop	574,059	550,145	529,145	447,298	85%	
Golf Maintenance	1,046,849	1,276,252	1,978,175	1,621,317	82%	
<b>Total Parks and Recreation</b>	<b>3,503,821</b>	<b>3,823,800</b>	<b>4,745,055</b>	<b>3,405,555</b>	<b>72%</b>	
<b>TOTAL GENERAL FUND EXPS.</b>	<b>14,040,722</b>	<b>14,568,505</b>	<b>15,207,375</b>	<b>10,897,153</b>	<b>72%</b>	<b>1</b>
Transfers to other funds						
Debt Service fund	507,062	363,205	363,205	272,404	75%	
Senior Center Fund	134,000	139,336	139,336	66,881	48%	
<b>Total Transfers Out:</b>	<b>641,062</b>	<b>502,541</b>	<b>502,541</b>	<b>339,285</b>	<b>68%</b>	<b>1</b>
Increase (decrease) in fund balance	-	173,966	190,466	-		
<b>TOTAL GENERAL FUND USES</b>	<b>14,681,784</b>	<b>15,245,012</b>	<b>15,900,382</b>	<b>11,236,438</b>	<b>71%</b>	

### **III. EXPENDITURES**

#### Notes to Expenditure Schedule:

- (1) All departments are within budget as of the end of the fiscal year. There are variances within some departments greater/less than 50%, however these fluctuations are based on seasonality and not on definite trends that will cause the department to be over budget later in the year. Any variances greater than 60% (if any) will be addressed by us herein.
- (2) Public Works-Building Maintenance is at 105% of budget since during these first nine months of the fiscal year the City Hall plumbing project was commenced.



IV) FUNDS SUBSIDIZED BY GENERAL FUND

CHART D-CITY OF MIAMI SPRINGS  
ACTUAL VS BUDGET REPORT-SENIOR CENTER  
(75% OF YEAR COMPLETED)

	FY2012-13 <u>ACTUAL</u>	FISCAL YEAR 2013-14			% OF ACTUAL VS. BUDGET
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 6/30/2014</u>	
Revenues:					
USDA C-1	\$ 9,732	\$ 9,815	\$ 9,815	\$ 7,518	77%
USDA C-2	17,521	18,229	18,229	14,948	82%
Local Grants C-1	76,793	96,759	96,759	73,406	76%
Local Grants C-2	51,789	51,491	51,491	38,634	75%
Local Grants III-B	22,059	20,707	20,707	18,465	89%
Sales to Va Gardens	15,690	16,800	16,800	11,613	69%
Donations	2,122	1,575	1,575	4,459	283%
Misc Revenues	2,491	-	-	-	0%
Total revenues	<u>198,197</u>	<u>215,376</u>	<u>215,376</u>	<u>169,044</u>	78%
Expenditures:					
Administrative Costs	151,598	150,722	150,722	108,416	72%
Catering and operating supplies	133,335	147,580	160,411	93,856	59%
Operating Costs	47,264	53,609	53,609	33,653	63%
Capital Outlay	-	2,800	2,800	-	0%
Total expenditures	<u>332,197</u>	<u>354,711</u>	<u>367,542</u>	<u>235,925</u>	64%
Excess (deficiency) of revenues over expenditures	<u>(134,000)</u>	<u>(139,335)</u>	<u>(152,166)</u>	<u>(66,881)</u>	44%
Other financing sources					
Transfers in	<u>134,000</u>	<u>139,336</u>	<u>152,166</u>	<u>66,881</u>	44%
Total other financing sources	<u>134,000</u>	<u>139,336</u>	<u>152,166</u>	<u>66,881</u>	44%
Net change in fund balance	<u>-</u>	<u>1</u>	<u>-</u>	<u>(0)</u>	0%
Beginning fund balance	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Ending fund balance	<u>\$ -</u>	<u>\$ 1</u>	<u>\$ -</u>	<u>\$ (0)</u>	

**CHART H-CITY OF MIAMI SPRINGS  
ACTUAL VS BUDGET REPORT-SANITATION  
(75% OF YEAR COMPLETED)**

	FY2012-13 ACTUAL	FISCAL YEAR 2013-14			% OF ACTUAL VS. BUDGET	NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 6/30/2014		
Operating revenues:						
Sanitation revenues	\$ 2,250,635	\$ 2,343,883	\$ 2,343,883	\$ 2,170,734	93%	1
Total operating revenues	<u>2,250,635</u>	<u>2,343,883</u>	<u>2,343,883</u>	<u>2,170,734</u>	93%	
Operating expenses:						
Administrative costs	1,306,385	1,303,654	1,303,654	951,682	73%	
Operations and maintenance	329,630	202,915	202,915	251,665	124%	
Disposal costs	597,130	779,111	779,111	437,675	56%	
Depreciation and amortization	54,074	54,400	54,400	65,964	121%	
Total operating expenses	<u>2,287,219</u>	<u>2,340,080</u>	<u>2,340,080</u>	<u>1,706,986</u>	73%	
Operating income (loss)	<u>(36,584)</u>	<u>3,803</u>	<u>3,803</u>	<u>463,748</u>	12194%	
Nonoperating revenues (expenses):						
Interest income	1,124	-	-	806	0%	
Interest expense and fees	(3,852)	(3,800)	(3,800)	(5,770)	152%	
Total nonoperating revenues (expenses)	<u>(2,728)</u>	<u>(3,800)</u>	<u>(3,800)</u>	<u>(4,964)</u>	0%	
Income (Loss) before transfers	<u>(39,312)</u>	<u>3</u>	<u>3</u>	<u>458,784</u>	100%	
Change in net assets	<u>(39,312)</u>	<u>3</u>	<u>3</u>	<u>458,784</u>	100%	1
Total net assets, October 1	<u>835,761</u>	<u>796,451</u>	<u>796,451</u>	<u>796,451</u>		
Total net assets, September 30	<u>\$ 796,449</u>	<u>\$ 796,454</u>	<u>\$ 796,454</u>	<u>\$ 1,255,235</u>		

**Note:**

Collection of 73% of revenues is a result of the trash bills now being a part of the property tax bill which is mostly collected between October and March of each fiscal year.

**CHART I-CITY OF MIAMI SPRINGS  
ACTUAL VS BUDGET REPORT-STORMWATER  
FOR THE PERIOD ENDING JUNE 30, 2014  
(75% OF YEAR COMPLETED)**

	FY2012-13 ACTUAL	FISCAL YEAR 2013-14			% OF ACTUAL VS. BUDGET	NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 6/30/2014		
Operating revenues:						
Residential Class I	\$ 279,319	\$ 250,000	\$ 250,000	\$ 120,774	48%	
Total operating revenues	<u>279,319</u>	<u>250,000</u>	<u>250,000</u>	<u>120,774</u>	48%	
Operating expenses:						
Administrative costs	197,287	200,644	200,644	149,383	74%	
Operations and maintenance	103,535	77,537	110,037	98,749	90%	
Depreciation and amortization	155,933	149,000	149,000	133,647	90%	
Total operating expenses	<u>456,755</u>	<u>427,181</u>	<u>459,681</u>	<u>381,779</u>	83%	
Operating income (loss)	<u>(177,436)</u>	<u>(177,181)</u>	<u>(209,681)</u>	<u>(261,005)</u>	124%	
Nonoperating revenues (expenses):						
Interest & other income	565	500	500	68	14%	
Interest expense and fees	(971)	(1,500)	(1,500)	(609)	41%	
Total nonoperating revenues (exp)	<u>(406)</u>	<u>(1,000)</u>	<u>(1,000)</u>	<u>(541)</u>	54%	
Income (Loss) before transfers	(177,842)	(178,181)	(210,681)	(261,546)	124%	
Change in net assets	<u>(177,842)</u>	<u>(178,181)</u>	<u>(210,681)</u>	<u>(261,546)</u>	124%	
Total net assets, October 1	<u>2,951,245</u>	<u>2,773,404</u>	<u>2,773,404</u>	<u>2,773,404</u>		
Total net assets, September 30	<u>\$ 2,773,403</u>	<u>\$ 2,595,223</u>	<u>\$ 2,562,723</u>	<u>\$ 2,511,858</u>		

**Notes:**



CITY OF MIAMI SPRINGS  
INVESTMENT SCHEDULE  
Jun-14

<u>Institution</u>	<u>Acct#</u>	<u>Principal Amount</u>
BB&T Money Market		\$ 4,926,509.00
<b>Subtotal BB&amp;T</b>		<b>\$ 4,926,509.00</b>
SBA (Pool B)	221371	\$ 11,886.00
Reserve for loss		\$ (8,243.00)
<b>Subtotal SBA</b>		<b>\$ 3,643.00</b>
<b>Total all investments</b>		<b>\$ 4,930,152.00</b>

**CASH ON HAND-OPERATING ACCOUNTS:**

<i>BB&amp;T Cash on hand-Operating Acct</i>	\$ 1,256,099.57
<b>Total Cash on hand as of 12/31/13</b>	<b>\$1,256,099.57</b>
<b>Total Investments and cash on hand</b>	<b>\$6,186,251.57</b>

**RESTRICTED CASH:**

<i>BB&amp;T Cash on hand-LETF Operating acct</i>	\$ 39,838.86
BB&T CD-LETF	650,000.00
<b>(Law Enforcement Trust-restricted)</b>	<b>\$ 689,838.86</b>

## VII) ANALYSIS OF CHARGES FOR SERVICES

**Chart J-Schedule of Building & Zoning/Code Enforcement**  
**Comparative for the periods ending June 30, 2013 and 2014**  
**(75% OF YEAR COMPLETED)**

	YTD 6/30/2014		YTD 6/30/2013		
Charges for Services:	<u>Building</u>	<u>Code Enforcement</u>	<u>Building</u>	<u>Code Enforcement</u>	
Occupational Licenses - City		\$ 55,311		\$ 93,745	
Occupational Licenses - County		13,570		9,889	
Building Permits	398,526		150,959		
Electrical Permits	69,823		40,963		
Plumbing Permits	41,554		24,544		
Roofing Permits	52,056		33,183		
Mechanical Permits	37,000		15,088		
Zoning Permits	29,013		28,670		
Certification of Completions	2,370		1,565		
Structural Permits	18,172		15,700		
Other Permits	114,805		173,016		
Reoccupancy Inspection		20,375		16,350	
Code Enforcement tickets		17,450		21,175	
<b>Total Fees Collected</b>	<b>763,319</b>	<b>106,706</b>	<b>500,038</b>	<b>124,809</b>	
<b>Expenditures:</b>					
Personnel	224,068	89,424	175,078	112,890	
Inspector Costs	102,445		93,505		
Operating costs	22,051	7,350	24,333	8,111	25% of total expenses
Capital outlay	-	-	-	-	
Indirect costs from allocation	205,724		296,838		
<b>Total expenditures</b>	<b>554,288</b>	<b>96,774</b>	<b>589,754</b>	<b>121,001</b>	
<b>Excess charges for services over expenditures</b>	<b>209,031</b>	<b>9,932</b>	<b>(89,716)</b>	<b>3,808</b>	

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

Chart K-Schedule of Recreation Department Operations  
Period Ending June 30, 2014  
(75% OF YEAR COMPLETED)

	Administrative	Pool	Tennis	Maintenance	YTD as of 6/30/2014	YTD as of 6/30/2013
<b>Charges for Services:</b>						
Summer Camp	\$ 79,025				\$ 79,025	\$ 75,775
Program activity fees	21,075				21,075	16,675
After School Care	28,871				28,871	33,995
Water Polo/Aquatics Teams		8,411			8,411	9,946
Swimming Pool Admissions		42,826			42,826	44,495
Pool rental		4,120			4,120	10,224
Annual Daddy/Daughter Dance	4,453				4,453	3,213
Vending Machines	1,460				1,460	1,635
Fitness room membership	27,131				27,131	38,093
Pool memberships		5,665			5,665	3,399
Annual Turkey trot	3,190				3,190	1,210
Fireworks-VG					-	3,000
Pelican Playhouse	8,405				8,405	9,182
Rental-recreational Facilities	14,896				14,896	14,049
Basketball Program	26,928				26,928	26,140
Jazzercise Classes	2,944				2,944	2,944
Gym Rental					-	690
Yoga classes	5,531				5,531	9,052
Background check fees	2,334				2,334	-
Other activities	6,347				6,347	1,874
<b>Total Fees Collected</b>	<b>232,590</b>	<b>61,022</b>	<b>-</b>	<b>-</b>	<b>293,612</b>	<b>305,591</b>
<b>Expenditures:</b>						
Personnel	498,680	99,090			597,770	563,344
Operating costs	388,724	52,789	12,997	65,102	519,612	514,667
Debt Service	140,551				140,551	140,551
Capital outlay	2,899	48,850			51,749	22,373
<b>Total expenditures</b>	<b>1,030,854</b>	<b>200,729</b>	<b>12,997</b>	<b>65,102</b>	<b>1,309,682</b>	<b>1,240,935</b>
<b>Excess exp. over charges for services</b>	<b>\$ (798,264)</b>	<b>\$ (139,707)</b>	<b>\$ (12,997)</b>	<b>\$ (65,102)</b>	<b>\$ (1,016,070)</b>	<b>\$ (935,344)</b>

Percentage of expenditures collected in fees

22.4%

24.6%

**NOTES TO STATEMENTS:**

% collected in fees is lower than prior year due to the cost of the pool shoring project during current fiscal year.

VIII) OTHER FUNDS

CHART L-CITY OF MIAMI SPRINGS  
ACTUAL VS BUDGET REPORT-ROAD & TRANSPORTATION  
(75% OF YEAR COMPLETED)

	FY2012-13 ACTUAL	FISCAL YEAR 2013-14				NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 6/30/2014	% OF ACTUAL VS. BUDGET	
Revenues:						
Peoples Transportation Tax	494,887	503,738	503,738	224,977	45%	
Charges for services	14,807	-	-	15,176	100%	
Misc Revenues-Interest	387	-	-	(14)	100%	
Total revenues	<u>510,081</u>	<u>503,738</u>	<u>503,738</u>	<u>240,139</u>	48%	
Expenditures:						
Administrative	77,605	73,945	73,945	61,871	84%	
Contractual/Professional Services	143,737	198,623	201,623	98,770	49%	
Repairs and maintenance	282,640	286,378	594,402	471,805	79%	
Operating Supplies/Road Materials	1,374	16,121	3,121	79	3%	
Capital Outlay-Improvements			33,000	32,586	99%	
Capital Outlay-Machinery	600	-	-	-	0%	
Total expenditures	<u>505,956</u>	<u>575,067</u>	<u>906,091</u>	<u>665,111</u>	73%	
Excess (deficiency) of revenues over expenditures	<u>4,125</u>	<u>(71,329)</u>	<u>(402,353)</u>	<u>(424,972)</u>	106%	
Net change in fund balance	4,125	(71,329)	(402,353)	(424,972)		
Beginning fund balance	<u>389,581</u>	<u>436,394</u>	<u>436,394</u>	<u>436,394</u>		
Ending fund balance	<u>\$ 393,706</u>	<u>\$ 365,065</u>	<u>\$ 34,041</u>	<u>\$ 11,422</u>		

VIII) OTHER FUNDS

CITY OF MIAMI SPRINGS  
ACTUAL VS BUDGET REPORT-LAW ENFORCEMENT TRUST FUND  
(75% OF YEAR COMPLETED)

	FY2012-13 <u>ACTUAL</u>	FISCAL YEAR 2013-14			% OF ACTUAL VS. BUDGET	NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 6/30/2014</u>		
Revenues:						
Fines and Forfeitures	49,422			-	100%	
Interest Income	<u>1,750</u>	<u>10,000</u>	<u>10,000</u>	<u>-</u>	0%	
Total revenues	<u>51,172</u>	<u>10,000</u>	<u>10,000</u>	<u>-</u>	0%	
Expenditures:						
Administration Expenses	67,006	125,381	131,251	64,426	49%	
Police education	1,323	25,500	25,500	590	2%	
Capital Outlay-Vehicles	<u>97,010</u>	<u>145,000</u>	<u>145,000</u>	<u>96,731</u>	0%	
Total expenditures	<u>165,339</u>	<u>295,881</u>	<u>301,751</u>	<u>161,747</u>	54%	
Excess (deficiency) of revenues over expenditures	<u>(114,167)</u>	<u>(285,881)</u>	<u>(291,751)</u>	<u>(161,747)</u>	55%	
Net change in fund balance	(114,167)	(285,881)	(291,751)	<b>(161,747)</b>		
Beginning fund balance	<u>874,725</u>	<u>760,557</u>	<u>760,557</u>	<u>760,557</u>		
Ending fund balance	<u>\$ 760,558</u>	<u>\$ 474,676</u>	<u>\$ 468,806</u>	<u>\$ 598,810</u>		

# VIII) OTHER FUNDS

## CITY OF MIAMI SPRINGS ACTUAL VS BUDGET REPORT-CAPITAL FUND (75% OF YEAR COMPLETED)

	FY2012-13 ACTUAL	FISCAL YEAR 2013-14			% OF ACTUAL VS. BUDGET
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 6/30/2014	
Revenues:					
Intergovernmental	\$ 14,952	\$ -	\$ -	\$ -	100%
Interest and Other Income	-	-	7,250	-	0%
Total revenues	14,952	-	7,250	-	100%
Expenditures:					
General government	428	-	12,388	-	0%
Capital Outlay	148,707	-	1,908,844	126,796	7%
Total expenditures	149,135	-	1,921,232	126,796	7%
Excess (deficiency) of revenues over expenditures	(134,183)	-	(1,913,982)	(126,796)	0%
Other financing sources					
Issuance of Debt	- -	-	1,907,844	1,606,244	0%
Transfers in	-	-	-	-	0%
Total other financing sources	-	-	1,907,844	1,606,244	0%
Net change in fund balance	(134,183)	-	(6,138)	1,479,448	0%
Beginning fund balance	140,321		6,138	6,138	
Ending fund balance	6,138	-	-	\$ 1,485,586	

VIII) OTHER FUNDS

CITY OF MIAMI SPRINGS  
ACTUAL VS BUDGET REPORT-DEBT SERVICE FUND  
(75% OF YEAR COMPLETED)

	FY2012-13 ACTUAL	FISCAL YEAR 2013-14			% OF ACTUAL VS. BUDGET
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 6/30/2014	
Expenditures:					
Principal Payments	440,297	451,810	574,318	512,519	89%
Interest Payments	128,506	117,669	125,595	86,067	69%
Administrative	-	-	-	168	0%
Total expenditures	<u>568,803</u>	<u>569,479</u>	<u>699,913</u>	<u>598,754</u>	86%
Excess (deficiency) of revenues over expenditures	<u>(568,803)</u>	<u>(569,479)</u>	<u>(699,913)</u>	<u>(598,754)</u>	86%
Other financing sources					
Transfers in	<u>507,062</u>	<u>569,478</u>	<u>699,912</u>	<u>535,783</u>	77%
Total other financing sources	<u>507,062</u>	<u>569,478</u>	<u>699,912</u>	<u>535,783</u>	77%
Net change in fund balance	<u>(61,741)</u>	<u>(1)</u>	<u>(1)</u>	<u>(62,971)</u>	100%
Beginning fund balance	<u>62,416</u>	<u>675</u>	<u>675</u>	<u>674</u>	
Ending fund balance	<u>675</u>	<u>674</u>	<u>674</u>	<u>\$ (62,297)</u>	100%



CITY OF MIAMI SPRINGS  
PROPOSED GENERAL FUND BALANCE DESIGNATIONS  
PROJECTED FISCAL YEAR 2013-2014

<u>DESIGNATION</u>	<u>Actual Balance 9/30/2013</u>	<u>FY2013-14 Additions</u>	<u>Reductions</u>	<u>Projected Balance 9/30/2014</u>
Contingency-Hurricane Costs	<u>215,025</u>	<u>-</u>	<u>-</u>	<u>215,025</u>
Pool improvements	<u>77,316</u>	<u>-</u>	<u>49,000</u>	<u>28,316</u>
Total proposed designations	<u>\$ 292,341</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 243,341</u>
Total Available Fund Balance	<u>3,692,341</u>	<u>-</u>	<u>49,000</u>	<u>3,643,341</u>
Unrestricted, Undesignated fund Balance	<u>3,400,000</u>			<u>3,400,000</u>
25% of FY13-14 Operating expenditures.....				<u>\$ 3,400,000</u>
Excess(deficit) funds available for designation				<u>\$ -</u>

# CITY OF MIAMI SPRINGS



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

**TO:** The Honorable Mayor Xavier Garcia and Members of the City Council

**VIA:** Ron Gorland, City Manager

**FR:** William Alonso, CPA, CGFO, Finance Director

**DATE:** July 24, 2014

**SUBJECT:** Golf Course (UNAUDITED) Financials for the quarter ending June 30, 2014.

Attached hereto are the unaudited financial reports for the Golf Course Fund for the quarter ending June 30, 2014. As in the past, the report is divided into three sections as follows: 1) Section A is a comparative profit and loss statement for the quarters ending June 30th for fiscal years 2014, 2013, and 2012. 2) Section B is a fiscal year-to-date actual to budget comparison for FY2014. 3) Section C is the FY 2014 year-to-date rounds report.

## Key Financial Indicators

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

	<u>Ending</u> <u>6/30/2014</u>	<u>Ending</u> <u>6/30/2013</u>	<u>% Change</u> <u>From 6/30/14</u>	<u>Ending</u> <u>6/30/2012</u>	<u>% Change</u> <u>From 6/30/14</u>
<b><u>Golf Operations:</u></b>					
Total Revenues	901,912	791,196	14.0%	881,795	2.3%
Operating Profit (Loss)	(539,190)	(309,170)	74.4%	(133,657)	303.4%
Profit(Loss)including non-golf costs	(555,890)	(325,397)	70.8%	(149,701)	271.3%
Pro Shop Costs	445,516	413,669	7.7%	416,471	7.0%
Maintenance Costs	995,586	687,417	44.8%	584,827	70.2%
Total Rounds Played	22,725	24,921	-8.8%	28,429	-20.1%
Total Greens Revenues	688,194	639,147	7.7%	717,628	-4.1%
Average per Round	32.08	27.40	17.1%	25.24	27.1%
Memberships Sold	61,963	42,845	44.6%	48,150	28.7%
Driving Range revenues	105,183	75,586	39.2%	80,945	29.9%

### **Key Financial Indicators**

As you can see from this matrix, the golf revenues increased by 14% from the prior year while rounds are down by 9%, and driving range revenues are up 39%.

Memberships sold are finally showing improvement with a 45% increase over last year.

On the cost side, YTD maintenance costs are up 45% from last year. This increase was mainly due to the ongoing recovery efforts in order to improve the condition of the course. These increases were budgeted for FY2014. Pro shop costs are up 8% from last year. The operating loss is \$301,477 compared to a loss of \$110,431 last year.

The total bottom line YTD loss is \$539,190 compared to a loss of \$309,170 last year and a loss of \$133,657 for the same period of FY2012.

**The bottom line YTD loss of \$555,890 is part of the budgeted loss for FY2014 of \$726,993.**

Page A-1 is a comparative profit and loss for the nine months ended 6/30/14, 6/30/13, and 6/30/12.

Page A-2 is a comparative profit and loss for nine months ended 6/30/14, 6/30/13, and 6/30/12. The total YTD loss for the current year is \$539,190 compared to losses of \$309,170 as of 6/30/13 and \$133,909 as of 6/30/12.

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

Page C-1 is an analysis of rounds played for the nine months ending 6/30/14 and shows an 8.8% decrease in rounds played and a corresponding 7% increase in greens revenues. Our average per round is \$32.08 compared to \$27.40 for the same period last year. We have a total of 22,725 rounds played in the period compared to 24,921 for the same nine month period of FY2013.

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

	<u>6/30/2014</u>	<u>6/30/2013</u>	<u>6/30/2012</u>
TOTAL PRO-SHOP AND GOLF COURSE- REVENUES	<u>901,912</u>	<u>791,916</u>	<u>881,795</u>
TOTAL PERSONNEL SERVICES	267,927	214,833	202,549
TOTAL OPERATING EXPENDITURES	<u>1,020,541</u>	<u>872,099</u>	<u>799,001</u>
TOTAL MANAGEMENT OPERATING EXPENDITURES	<u>1,288,468</u>	<u>1,086,932</u>	<u>1,001,550</u>
NET MANAGEMENT EXCESS OF EXP. OVER REV.	<u>(386,556)</u>	<u>(295,016)</u>	<u>(119,755)</u>

OTHER COSTS ASSOCIATED WITH OPERATIONS OF THE GOLF COURSE:

ADMINISTRATIVE EXPENSES	16,700	16,757	16,044
PROCEEDS FROM DEBT - MAINTENANCE	(623,843)	-	-
DEBT SERVICE PAYMENT-MAINTENANCE	122,829	14,154	14,154
MACHINERY & EQUIPMENT-MAINTENANCE	<u>653,648</u>	<u>-</u>	<u>-</u>
TOTAL OTHER COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>169,334</u>	<u>30,911</u>	<u>30,198</u>
EXCESS EXPENDITURES OVER REVENUES	<u>\$ (555,890)</u>	<u>\$ (325,927)</u>	<u>\$ (149,953)</u>

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

	<u>6/30/2014</u>	<u>6/30/2013</u>	<u>6/30/2012</u>
<b>REVENUES</b>			
GREEN FEES	\$ 648,958	\$ 571,106	\$ 642,206
MEMBERSHIPS	43,230	29,248	32,906
CART REVENUES	39,236	68,041	75,422
RANGE FEES	105,183	75,586	80,945
GOLF - OTHER REVENUES	21,194	5,987	8,904
MERCHANDISE SALES	44,111	41,948	41,412
<b>TOTAL PRO SHOP REVENUES</b>	<u><b>901,912</b></u>	<u><b>791,916</b></u>	<u><b>881,795</b></u>
<b>PERSONNEL EXPENSES</b>			
REGULAR SALARIES	117,674	74,539	84,117
PART TIME SALARIES	96,391	106,299	84,929
OVERTIME	-	640	-
FICA TAXES	16,372	13,883	12,932
PENSION	13,775	7,596	9,484
MEDICAL INSURANCE	18,981	7,493	9,539
WORKER'S COMPENSATION	4,734	4,383	1,296
<b>TOTAL PERSONNEL SERVICES</b>	<u><b>267,927</b></u>	<u><b>214,833</b></u>	<u><b>202,549</b></u>
<b>OPERATING EXPENSES</b>			
CONTRACTUAL SERVICES	6,284	11,821	7,353
RENTALS AND LEASES	42,405	49,641	49,437
REPAIRS AND MAINTENANCE	1,521	14,525	3,693
PRINTING AND BINDING	5,294	5,620	2,962
PROMOTIONS & ADVERTISING	18,402	13,212	31,300
OTHER CHARGES - BANK & CREDIT CARD CHARGES	18,966	24,582	32,401
OPERATING SUPPLIES	5,403	6,018	7,109
UTILITY SERVICES-ELECTRICITY	12,860	20,972	22,527
UTILITY SERVICES-WATER	1,917	384	352
LIABILITY INSURANCE	9,196	8,208	8,872
TELECOMMUNICATIONS	7,830	7,388	11,331
MERCHANDISE	40,698	25,956	25,109
DRIVING RANGE	5,224	5,860	8,952
OFFICE SUPPLIES	326	3,256	1,819
DUES AND MEMBERSHIPS	1,263	150	957
TRAVEL AND PER DIEM	-	1,243	-
<b>MAINTENANCE (Department Total)</b>	<u>842,952</u>	<u>673,263</u>	<u>584,827</u>
<b>TOTAL OPERATING EXPENDITURES</b>	<u><b>1,020,541</b></u>	<u><b>872,099</b></u>	<u><b>799,001</b></u>
<b>TOTAL PRO SHOP OPERATION EXPENDITURES</b>	<u><b>1,288,468</b></u>	<u><b>1,086,932</b></u>	<u><b>1,001,550</b></u>
<b>OPERATING PROFIT (LOSS) BEFORE OTHER COSTS</b>	<u><b>(386,556)</b></u>	<u><b>(295,016)</b></u>	<u><b>(119,755)</b></u>
<b>OTHER COSTS ASSOCIATED WITH OPERATIONS OF THE PRO-SHOP</b>			
DEBT SERVICE PAYMENT-MAINTENANCE	122,829	14,154	14,154
MACHINERY & EQUIPMENT-MAINTENANCE	653,648	-	-
PROCEEDS FROM DEBT -MAINTENANCE	(623,843)	-	-
<b>TOTAL OTHER COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP</b>	<u><b>152,634</b></u>	<u><b>14,154</b></u>	<u><b>14,154</b></u>
<b>NET PROFIT (LOSS)</b>	<u><b>\$ (539,190)</b></u>	<u><b>\$ (309,170)</b></u>	<u><b>\$ (133,909)</b></u>

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

**MAINTENANCE**

	<u>6/30/2014</u>	<u>6/30/2013</u>	<u>6/30/2012</u>
<b>PERSONAL SERVICES</b>			
REGULAR SALARIES	\$ 49,431	\$ 50,817	\$ 48,580
PAYROLL TAXES	3,597	3,887	3,716
PENSION	6,508	6,229	5,479
MEDICAL INSURANCE	7,671	4,825	4,800
WORKER'S COMPENSATION	1,350	1,332	774
<b>TOTAL PERSONAL SERVICES</b>	<u>68,557</u>	<u>67,090</u>	<u>63,349</u>
<b>OPERATING EXPENSES</b>			
PROFESSIONAL SERVICES	25,284	51,234	-
CONTRACTUAL SERVICES	294,500	287,159	286,870
REPAIRS AND MAINTENANCE	129,321	49,380	36,444
UTILITY SERVICES-ELECTRICITY	18,103	23,397	23,908
UTILITY SERVICES-WATER	3,804	7,601	6,328
OPERATING SUPPLIES	212,326	151,342	124,955
FUEL, OILS, LUBRICANTS	42,649	21,965	28,494
LIABILITY INSURANCE	6,953	6,318	6,345
TELECOMMUNICATIONS	734	383	454
EDUCATION AND TRAINING	2,474	-	-
UNIFORMS	3,316	-	911
RENTALS AND LEASES	34,586	7,394	6,769
<b>TOTAL OPERATING EXPENSES :</b>	<u>774,395</u>	<u>606,173</u>	<u>521,478</u>
<b>MACHINERY AND EQUIPMENT</b>	<u>653,648</u>	<u>-</u>	<u>-</u>
<b>TOTAL CAPITAL OUTLAY :</b>	<u>653,648</u>	<u>-</u>	<u>-</u>
<b>PRINCIPAL PAYMENTS</b>	122,829	14,154	14,154
<b>PROCEEDS FROM DEBT -MAINTENANCE</b>	(623,843)	-	-
<b>TOTAL DEBT SERVICE</b>	<u>(501,014)</u>	<u>14,154</u>	<u>14,154</u>
<b>TOTAL MAINTENANCE</b>	<u>\$ 995,586</u>	<u>\$ 687,417</u>	<u>\$ 598,981</u>



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

ADMINISTRATION

	<u>6/30/2014</u>	<u>6/30/2013</u>	<u>6/30/2012</u>
OPERATING EXPENSES			
UTILITY SERVICES-ELECTRICITY	7,106	6,779	7,125
REPAIRS AND MAINTENANCE	-	870	-
RISK MANAGEMENT	9,594	9,108	8,919
TOTAL OPERATING EXPENSES :	<u>16,700</u>	<u>16,757</u>	<u>16,044</u>
TOTAL ADMINISTRATION	<u>\$ 16,700</u>	<u>\$ 16,757</u>	<u>\$ 16,044</u>

CITY OF MIAMI SPRINGS, FLORIDA  
GOLF & COUNTRY CLUB  
ACTUAL VERSUS BUDGET  
FOR THE PERIOD ENDING 6/30/14

	YTD <u>Actual</u>	YTD <u>Budget</u>	Variance Positive (Negative)
TOTAL PRO-SHOP- REVENUES	<u>901,912</u>	<u>1,139,856</u>	<u>(237,944)</u>
TOTAL OPERATING EXPENDITURES	<u>1,288,468</u>	<u>1,703,501</u>	<u>415,033</u>
OPERATING PROFIT (LOSS) BEFORE CAPITAL EXPENDITURES AND DEBT SERVICE PAYMENTS	<u>(386,556)</u>	<u>(563,645)</u>	<u>177,089</u>
<u>OTHER REVENUES, TRANSFERS, AND EXPENDITURES:</u>			
DEBT SERVICE PAYMENT-MAINTENANCE	122,829	149,306	26,477
PROCEEDS FROM DEBT -MAINTENANCE	(623,843)	(654,552)	(30,709)
MACHINERY & EQUIPMENT-MAINTENANCE	<u>653,648</u>	<u>654,552</u>	<u>904</u>
TOTAL CAPITAL EXPENDITURES AND DEBT SERVICE PAYMENTS	<u>152,634</u>	<u>149,306</u>	<u>(3,328)</u>
OPERATING PROFIT (LOSS) BEFORE NON-OPERATING COSTS	<u>(539,190)</u>	<u>(712,951)</u>	<u>173,761</u>
<u>NON-OPERATING COSTS:</u>			
CITY ADMINISTRATIVE EXPENSES	<u>16,700</u>	<u>21,968</u>	<u>5,268</u>
TOTAL OTHER NON-OPERATING COSTS	<u>16,700</u>	<u>21,968</u>	<u>5,268</u>
OPERATING PROFIT (LOSS)	<u>\$ (555,890)</u>	<u>\$ (734,919)</u>	<u>\$ 179,029</u>



**CITY OF MIAMI SPRINGS, FLORIDA  
ACTUAL VS BUDGET-PRO SHOP OPERATIONS  
FOR THE PERIOD ENDING 6/30/14**

	<b>YTD ACTUAL</b>	<b>YTD BUDGET</b>	<b>Variance Positive (Negative)</b>
<b>REVENUES</b>			
GREEN FEES	\$ 648,958	\$ 814,000	\$ (165,042)
MEMBERSHIPS	43,230	45,000	(1,770)
CART REVENUES	39,236	106,556	(67,320)
RANGE FEES	105,183	125,000	(19,817)
GOLF - OTHER REVENUES	21,194	11,200	9,994
MERCHANDISE SALES	44,111	38,100	6,011
<b>TOTAL PRO SHOP REVENUES</b>	<b>901,912</b>	<b>1,139,856</b>	<b>(237,944)</b>
<b>PERSONNEL EXPENSES</b>			
REGULAR SALARIES	117,674	165,080	47,406
PART TIME SALARIES	96,391	77,313	(19,078)
FICA TAXES	16,372	17,044	672
PENSION	13,775	18,186	4,411
MEDICAL INSURANCE	18,981	20,656	1,675
WORKER'S COMPENSATION	4,734	6,308	1,574
<b>TOTAL PERSONNEL SERVICES</b>	<b>267,927</b>	<b>304,587</b>	<b>36,660</b>
<b>OPERATING EXPENSES</b>			
CONTRACTUAL & PROFESSIONAL SERVICES	6,284	8,039	1,755
RENTALS AND LEASES	42,405	52,719	10,314
REPAIRS AND MAINTENANCE	1,521	5,500	3,979
FUEL, OILS, LUBRICANTS	357	740	383
PRINTING AND BINDING	5,294	4,500	(794)
PROMOTIONS & ADVERTISING	18,402	37,500	19,098
OTHER CHARGES - BANK & CREDIT CARD CHARGES	18,966	38,100	19,134
OPERATING SUPPLIES	5,403	6,500	1,097
UTILITY SERVICES-ELECTRICITY	12,860	7,500	(5,360)
UTILITY SERVICES-WATER	1,917	534	(1,383)
LIABILITY INSURANCE	9,196	11,932	2,736
TELECOMMUNICATIONS	7,830	5,894	(1,936)
MERCHANDISE	40,698	30,000	(10,698)
DRIVING RANGE	5,224	10,000	4,776
OFFICE SUPPLIES	326	3,639	3,313
DUES AND MEMBERSHIPS	1,263	1,000	(263)
TRAVEL	-	500	500
<b>MAINTENANCE (Department Total)</b>	<b>842,952</b>	<b>1,174,317</b>	<b>331,365</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,020,898</b>	<b>1,398,914</b>	<b>378,016</b>
<b>TOTAL PRO SHOP OPERATION EXPENDITURES</b>	<b>1,288,825</b>	<b>1,703,501</b>	<b>414,676</b>
<b>OPERATING PROFIT (LOSS) BEFORE OTHER COSTS</b>	<b>(386,913)</b>	<b>(563,645)</b>	<b>176,732</b>
<b>OTHER (REVENUES) COSTS ASSOCIATED WITH OPERATIONS OF THE PRO-SHOP</b>			
TRANSFERS TO DEBT SERVICE FUND	122,829	149,306	26,477
PROCEEDS FROM DEBT -MAINTENANCE	(623,843)	(654,552)	(30,709)
MACHINERY & EQUIPMENT-MAINTENANCE	653,648	654,552	904
<b>TOTAL OTHER (REVENUES) COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP</b>	<b>152,634</b>	<b>149,306</b>	<b>(3,328)</b>
<b>NET PROFIT (LOSS)</b>	<b>\$ (539,547)</b>	<b>\$ (712,951)</b>	<b>\$ 173,404</b>

CITY OF MIAMI SPRINGS, FLORIDA  
GOLF COURSE  
ACTUAL VS BUDGET- MAINTENANCE EXPENSES  
FOR THE PERIOD ENDING 6/30/2014

<u>MAINTENANCE</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Variance Positive (Negative)</u>
<b>PERSONAL SERVICES</b>			
REGULAR SALARIES	\$ 49,431	\$ 69,034	\$ 19,603
PAYROLL TAXES	3,597	4,781	1,184
PENSION	6,508	8,885	2,377
MEDICAL INSURANCE	7,671	6,832	(839)
WORKER'S COMPENSATION	1,350	1,797	447
<b>TOTAL PERSONAL SERVICES</b>	<b>68,557</b>	<b>91,329</b>	<b>22,772</b>
<b>OPERATING EXPENSES</b>			
PROFESSIONAL SERVICES	25,284	34,618	9,334
CONTRACTUAL SERVICES	294,500	415,034	120,534
REPAIRS AND MAINTENANCE	129,321	166,857	37,536
UTILITY SERVICES-ELECTRICITY	18,103	28,530	10,427
UTILITY SERVICES-WATER	3,804	9,894	6,090
OPERATING SUPPLIES	212,326	303,905	91,579
FUEL, OILS, LUBRICANTS	42,649	59,426	16,777
LIABILITY INSURANCE	6,953	8,913	1,960
TELECOMMUNICATIONS	734	575	(159)
DUES AND SUBSCRIPTIONS	345	600	255
EDUCATION AND TRAINING	2,474	2,920	446
UNIFORMS	3,316	3,400	84
RENTALS AND LEASES	34,586	48,316	13,730
<b>TOTAL OPERATING EXPENSES :</b>	<b>774,395</b>	<b>1,082,988</b>	<b>308,593</b>
 MACHINERY AND EQUIPMENT	 653,648	 654,552	 904
<b>TOTAL CAPITAL OUTLAY :</b>	<b>653,648</b>	<b>654,552</b>	<b>904</b>
 TRANSFERS TO DEBT SERVICE FUND	 122,829	 149,306	 26,477
<b>TOTAL DEBT SERVICE</b>	<b>122,829</b>	<b>149,306</b>	<b>26,477</b>
<b>TOTAL MAINTENANCE</b>	<b>\$ 1,619,429</b>	<b>\$ 1,978,175</b>	<b>\$ 358,746</b>

CITY OF MIAMI SPRINGS, FLORIDA  
GOLF COURSE  
ACTUAL VS BUDGET- ADMINISTRATION EXPENSES  
FOR THE PERIOD ENDING 6/30/2014

<u>ADMINISTRATION</u>	YTD <u>ACTUAL</u>	YTD <u>BUDGET</u>	Variance Positive (Negative)
OPERATING EXPENSES			
UTILITY SERVICES-ELECTRICITY	7,106	9,174	2,068
RISK MANAGEMENT	9,594	12,794	3,200
TOTAL OPERATING EXPENSES :	16,700	21,968	5,268
TOTAL ADMINISTRATION	<u>\$ 16,700</u>	<u>\$ 21,968</u>	<u>\$ 5,268</u>

**CHART E**

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

**GREEN & CART FEES**

TYPE
RACK RATES

Weekend Non-Resident  
Weekday Non-Resident  
Weekend/Holiday Resident  
Weekend MS?VG Resident  
Weekday MS/VG Resident  
Weekday Dade Resident  
Weekend dade Resident  
Weekday Resident  
**TOTALS FOR TOP RACK RATES**

**SEASONAL(A); DISCOUNT(B);  
PROMOTIONAL RATES(C)**

resident Weekend > 11:00 (B)  
Non resident Weekend > 11:00 (B)  
Premier Card-weekend  
Premier card-Weekday  
Twi-Light-Weekday  
Twi-Light-Weekend  
Shootout (C)  
Seniors Weekday  
Super Twilight after 4  
Public Service Employees  
Spectator  
Prime Timers (C)  
Teacher, Police, Fire  
Men's Golf Assoc. (A)  
GolfNow  
Junior  
Junior with Parent  
Weekend All Day  
Tee Time USA  
Weekday resident cart Fee  
PGA Member  
Can-Am Golf (B)  
Weekday Resident Walking  
Tax Exempt Tournament  
Non Resident Walker  
MS?VG Walker  
Replay-9 holes  
Public Guest/Dade resident

**TOTALS FOR OTHER DISCOUNTED  
RACK RATES**

**TOTALS FOR ALL RACK RATES**

**Membership Activity:**

Member 18 Hole cart  
9-Hole Member Cart Rate  
Trail Fee  
Membership pro rated income  
Member walk

**TOTALS FOR ALL MEMBER ROUNDS**

**TOTALS FOR ALL PAID ROUNDS THRU 12/31/09**

Employee Rounds  
Comp rounds

6/30/2014						6/30/2013		
Number	%	Revenues	%	Avg Per Round		Number	Revenues	Avg Per Round
398	1.8%	19,521	2.7%	49.05		1,048	50,863	48.53
501	2.2%	21,569	3.0%	43.05		652	24,316	37.29
888	3.9%	39,563	5.4%	44.55		1,725	74,469	43.17
1,217	5.4%	49,854	6.8%	40.96		-	-	-
1,246	5.5%	40,757	5.6%	32.71		-	-	-
1,229	5.4%	50,420	6.9%	41.03		-	-	-
1,432	6.3%	73,598	10.1%	51.40		-	-	-
2,022	8.9%	64,636	8.9%	31.97		389	9,087	23.36
<b>8,933</b>	<b>39.3%</b>	<b>\$ 359,918</b>	<b>49.4%</b>	<b>\$ 40.29</b>		<b>3,814</b>	<b>\$ 158,735</b>	<b>\$ 41.62</b>
	0.0%		0.0%	-		536	19,220	35.86
	0.0%		0.0%	-		473	18,520	39.15
302	1.3%	9,878	1.4%	32.71				
89	0.4%	2,472		27.78				
4,385	19.3%	131,669	18.1%	30.03		616	18,560	30.13
2,541	11.2%	80,973	11.1%	31.87		1,758	56,813	32.32
676	3.0%	20,219	2.8%	29.91		426	10,536	24.73
14	0.1%	327	0.0%	23.36		7,023	187,123	26.64
2	0.0%	37	0.0%	18.50		842	15,737	
123	0.5%	3,836	0.5%	31.19		-	-	
9	0.0%	201	0.0%	22.33		61	1,137	18.64
10	0.0%	215	0.0%	21.50		478	10,259	21.46
29	0.1%	867	0.1%	29.90		125	3,205	25.64
	0.0%		0.0%	-		30	1,206	40.20
37	0.2%	1,211	0.2%	32.73		1,261	37,830	-
262	1.2%	4,493	0.6%	17.15		114	851	7.46
	0.0%		0.0%	-		65	1,199	18.45
	0.0%		0.0%	-		410	13,411	32.71
	0.0%		0.0%	-		2	43	21.50
1	0.0%	23	0.0%	23.00		60	1,402	-
3	0.0%	56	0.0%	18.67		175	3,226	18.43
123	0.5%	4,253	0.6%	34.58		117	3,445	-
3	0.0%	60	0.0%	20.00		864	4,035	-
494	2.2%	21,285	2.9%	43.09		629	16,887	26.85
15	0.1%	350	0.0%	23.33				
113	0.5%	2,395	0.3%	21.19		-	-	-
	0.0%		0.0%	-		2	24	12.00
65	0.3%	1,822	0.3%	28.03		-	-	-
<b>9,296</b>	<b>40.9%</b>	<b>\$ 286,642</b>	<b>39.0%</b>	<b>\$ 30.83</b>		<b>16,067</b>	<b>\$ 424,669</b>	<b>\$ 26.43</b>
<b>18,229</b>	<b>80.2%</b>	<b>\$ 646,560</b>	<b>88.4%</b>	<b>\$ 35.47</b>		<b>19,881</b>	<b>\$ 583,404</b>	<b>\$ 29.34</b>
1,661	7.3%	38,797	5.3%	23.36		3,497	65,359	18.69
31	0.1%	370	0.1%	11.94		202	2,408	11.92
	0.0%		0.0%	-		3	2,325	0
	0.0%	43,230	5.9%	0			29,248	0
2,804	12.3%		0.0%	0		1,338		0
<b>4,496</b>	<b>19.8%</b>	<b>\$ 82,397</b>	<b>11.3%</b>	<b>\$ 18.33</b>		<b>5,040</b>	<b>\$ 99,340</b>	<b>\$ 19.71</b>
<b>22,725</b>	<b>100.0%</b>	<b>\$ 728,957</b>	<b>99.7%</b>	<b>\$ 32.08</b>		<b>24,921</b>	<b>\$ 682,744</b>	<b>\$ 27.40</b>
111		-				11	-	
114		-				9	-	

**Note:**

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