



**OFFICE OF THE CITY CLERK
MEMORANDUM**

TO: Honorable Mayor Bain and Members of the City Council
FROM: Magali Valls, City Clerk
DATE: February 1, 2011
SUBJECT: PENDING BOARD APPOINTMENTS

The following appointments are pending:

<u>APPOINTING COUNCILMEMBER</u>	<u>CURRENT MEMBER</u>	<u>TERM EXPIRES</u>	<u>ORIGINAL APPOINTMENT DATE</u>	<u>LAST APPOINTMENT DATE</u>
<u>Disability Advisory Board</u>				
Mayor Bain	Charlene Anderson	12/31/2010	05/26/2009	05/26/2009
Councilman Best – Group I	Catherine Stadnik	12/31/2010	12/14/1998	01/14/2008
Councilman Espino – Group II	VACANT*	12/31/2010	VACANT	VACANT
Vice Mayor Ator – Group IV	Roxana Garciga	12/31/2010	08/12/2002	12/10/2007
<u>Ecology Board</u>				
Vice Mayor Ator (Group IV)	Amy Klose***	04/30/2013	05/11/2009	04/12/2010
<u>Historic Preservation Board</u>				
Councilman Espino (Group II)	Yvonne Shonberger	02/28/2011	06/13/2005	02/11/2008
Vice Mayor Ator – Group IV	M.A. Goodlett-Taylor**	01/31/2010	01/24/1983	01/22/2007

* Peter Newman resigned on August 1, 2009.

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

*** Resigned (1-24-11)

cc: City Manager
Assistant City Manager
City Attorney
Affected Board Members



City of Miami Springs Interoffice Memo

DATE: February 8, 2011
TO: Mayor Billy Bain and Members of the City Council
FROM: James R. Borgmann, City Manager 
RE: Civics Week...April 25, 2011

At the request of the Education Advisory Board, Council instructed staff to meet with their members and begin a plan to institute a "Civics Week" in Miami Springs. I met recently with John Salomon and it was agreed to establish the Week of April 25, 2011 as "Civics Week in Miami Springs".

We laid the groundwork/framework for the activities that the City could assist with and participate in with the students. This is in addition to the "Take Stock in Children" program.

Many of the activities planned include visits to historic places in the City and also tours and briefings at the various City departments and buildings. The high school students will also spend a day "shadowing" a department head or manager, including myself.

Attached is an overview and list of goals submitted by Mr. Salomon he sees as important to the success of this program, to which I concur.

As we get closer to the event, I will be submitting specifics of the program to you. Hopefully one or more of you will be able to participate as well to give the students an idea of the differences in responsibilities between the elected body and the administrative staff.

Agenda Item No.

City Council Meeting of:

FEB 14, 2011

James R. Borgmann

From: John Salomon [jsalomon@bellsouth.net]
ent: Monday, February 07, 2011 6:33 PM
to: tennis@dadeschools.net; MDovale@dadeschools.net; sallyh@dadeschools.net; mcmason@dadeschools.net
Cc: Mayor Billy Bain; Councilwoman Jennifer Ator; Councilman Bob Best; Councilman Dan Espino; Councilman George V. Lob; James R. Borgmann; v_alamo@bellsouth.net; dahlmann@bellsouth.net; drjohnlpi@yahoo.com; Suzanne S. Hitaffer
Subject: Civics Week

Dear Educational Professionals,

As you may already know, the city has designated the week of **April 25th, 2011** as "Civics Week." During the last EAB meeting, the board suggested that every principal share a rough outline at the next meeting of what each school proposes to do for "Civics Week." Additionally, the city manager has pledged to provide a shuttle just for use by our schools for this week.

Just to reiterate, last school year the board discussed many possible ideas for what would make a successful "Civics Week" and decided on the following goals for our schools:

1. The incorporation of guest speakers:
 - Local Police Officers
 - City Manager
 - Firefighters
 - Miami Springs Mayor & Council
 - Mayor Billy Bain, bainb@miamisprings-fl.gov
 - Councilwoman Jennifer Ator, atorj@miamisprings-fl.gov
 - Councilman Robert A. Best, bestb@miamisprings-fl.gov
 - Councilman Dan Espino, espinod@miamisprings-fl.gov
 - Councilman George Lob, lobg@miamisprings-fl.gov
 - Life Performance Institute: contact Dr. John Morgan,
-www.thelpi.com, 305-992-2339
 - Miami Spring Historical Society: contact Sandra Dahlmann,
-dahlmann@bellsouth.net, 305-805-3321
2. Displaying tangible patriotic or historical objects:
 - US Flag flown over the Capital
 - Seal of the City of Miami Springs
 - Replica of the US Constitution, Bill of Rights, or Declaration of Independence.
3. Field trips to community locations:
 - City Hall
 - Curtiss Museum, contact: Yvonne Shoneberger,
v_alamo@bellsouth.net, 305-887-2973,
(26 Westward Drive). Limit 25 @ a time.
 - Rec. Center
 - Senior Center
 - Public Works
 - Curtiss Mansion

4. **A community service project for each school:**
 - **Designed by each school**
 - **May serve the school or community**

5. **Shadowing city employees (*high school only*):**
 - Contact the City Manager, Jim R. Borgmann,
borgmannj@miamisprings-fl.gov

 - Police Chief
 - City Manager
 - Recreation Director
 - Finance Director
 - Code Enforcement
 - Building Dept.
 - Senior Center Director

With your help, I have no doubt that "Civics Week" will be a great success. Additionally, please do not hesitate to contact me if you have any questions or concerns about "Civics Week" or if there is anything that I can do to help.

Kind regards,
John Salomon, Ph.D.
Member, EAB
City of Miami Springs
305-710-3634
305-885-3038
jsalomon@bellsouth.net

CITY OF MIAMI SPRINGS



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

TO: Honorable Mayor Bain and Members of the City Council

VIA: James R. Borgmann, City Manager 

FROM: Robert Williams, Public Services Director 

DATE: February 1, 2011

SUBJECT: Recommendation that Council award a bid to Wrangler Construction, utilizing Florida City Contract in the amount of \$30,850.00 pursuant to Section §31.11 (E)(5) of the City Code.

REASON: For new sidewalk installation from Hammond Dr. to Starling Ave. & Redbird Ave to Meadowlark Ave.

COST: \$ 30,850.00

FUNDING: Department\Description: Citizens Independent Transportation Trust

Account Number: 135-0902-541-4600

Procurement approval: 

Agenda Item No.

City Council Meeting of:

FEB 14, 2011

WRANGLER CONSTRUCTION, INC.

January 27, 2011

Mr. Lazaro Garaboa.

Via facsimile: Fax 305-805-5176

Re: Royal Poinciana.
Miami Springs, FL.
From Hammond Ave to Starling Ave and from Red Bird to Meadow Lark

Subject: **New 4" concrete sidewalks.**

Dear Mr. Garaboa:

Please consider this correspondence as our Proposal for the Labor Material and Equipment needed for the completion of the **new 4" concrete sidewalks** 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 Installation of approximately 5,590 of new 4" concrete sidewalk (new sidewalks installation will include the corresponding base preparation.)
- 1.2 Installation of approximately 64 SF of new detectable warning surface (Six detectable tiles 2' x 4' each)
- 1.3 Re-grading swales if needed.
- 1.4 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

- 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 Sodding.
- 3.4 Wrangler Construction is not responsible for any unmarked underground utilities.

12855 SW 136 Avenue, Suite 206
Miami, Florida 33186

Telephone: 305-278-1719
Telefax: 305-278-1720

ARTICLE 4 BASE BID QUOTATION

OUR LUMP SUM PROPOSAL FOR THE WORK:

THIRTY THOUSAND EIGHT HUNDRED FIFTY DOLLARS and NO CENTS
(\$ 30,850.00).

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

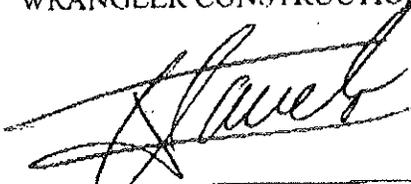
All work will be done in accordance with the latest requirement requirements of the Miami Springs Public Work Department, Florida Building Code and the Florida Department of Transportation and of other applicable regulatory agencies having jurisdiction.

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

CITY OF FLORIDA CITY

CONTRACT DOCUMENTS
FOR

CONCRETE SIDEWALKS-CRA

AT
CITY OF FLORIDA CITY
404 WEST PALM DRIVE
FLORIDA CITY, FLORIDA 33034

CITY COMMISSION

Otis T. Wallace, Mayor
Eugene D. Berry, Vice-Mayor
Sharon Butler, Commissioner
Daurell Dorsett, Commissioner
Roy S. Shiver, Commissioner

CITY OF FLORIDA CITY
404 West Palm Drive
Florida City, Fl. 33034
Tel 305-247-8221
Fax 305-242-8133

CONTRACT

THIS CONTRACT, made and entered on the 18 day of July, 2010, by and between the City of Florida City, Florida, party of the first part (hereinafter sometimes called the "City"), and

Party of the second part (hereinafter sometimes called the "Contractor");

WITNESSETH

That the parties hereto, for and in consideration of the covenants and agreements hereinafter set forth, mutually agree as follows, to wit:

1. That the Contractor shall furnish: All labor, material, equipment and transportation and perform all work in the manner and form provided by the Contract Documents covering the Project of the City known and identified as: "Concrete Sidewalks-CRA", located within City limits, Florida City, Florida, 33034, for the aggregate amount reflected in the Proposal, said aggregate amount being:

Phase I
One Hundred, Three Thousand, Four Hundred Fifty Nine - 19/100
\$ 103,459.19 * +

2. That the Contractor shall begin work to be performed under this Contract on a day to be specified in a written order issued by the City, and shall fully complete all work hereunder within the time or times stated in the Contract Documents.

3. That the City shall pay to the Contractor for the faithful performance of this Contract, in lawful money of the United States, subject to additions and deductions as provided in the Contract Documents, the total amount of his bid as set forth above at the times and in a manner stated in the Contract Documents.

4. The "Contract Documents" are hereby defined as the Proposal, the Contract, the General Conditions, the Sworn Statement on Public Entity Crimes, The Miami-Dade County Business Entity Affidavits, the Specifications, and any Addenda, which may be issued. The terms and conditions of said Contract Documents are incorporated herein by reference and made a part hereof as though fully set forth herein. The Contract Documents are complementary, so that all recital in one is tantamount to a recital in all, and the Contractor specifically acknowledges that he/she has read and understands all of said Contract Documents.

5. The various indemnities of the Contractor contained in the Contract Documents indemnifying the City from liability for damages to persons or property caused by acts, omissions, or defaults in the performance of the Contract Documents shall have a monetary limitation of the larger of the following: \$1,000,000.00, or the entire amount of the Contract.

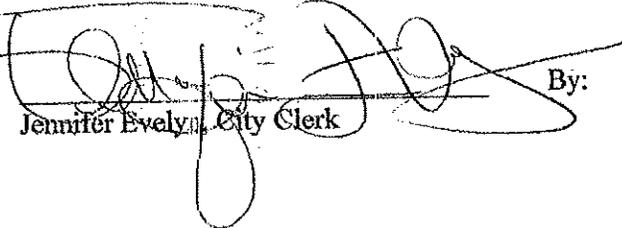
* Additional work to 124,000.00 per approval of Phase II
Commission Meeting of 7/27/10 Cause
C-1 of 3

+ Additional work \$139,040.20 per approval of
Commission Meeting of 11/9/10 Phase III

IN WITNESS WHEREOF, the parties hereto have executed this Contract as of the day and year first hereinbefore written.

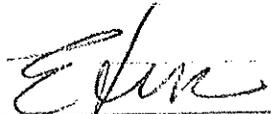
THE CITY OF FLORIDA CITY

ATTEST:

By:  Jennifer Evelyn, City Clerk

By:  O. T. Wallace, Mayor

APPROVED AS TO CONTENT:

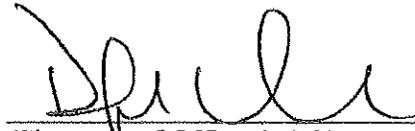
By:  Eugene Leon, Project Manager

(CITY SEAL)

PARTY OF THE FIRST PART

THE CONTRACTOR

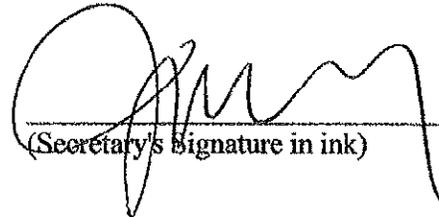
WRANSLER CONSTRUCTION, Inc By:
Name of Corporation


(Signature of Officer in ink)

12855 SW 136 AVE, #204
Address MIAMI FL 33184

RAFAEL QUESADA
(Print or type name)

PRESIDENT
(Official Title)


(Secretary's Signature in ink)

JOSE PEREZ DE CORCHO
(Print or type name)

(CORPORATE SEAL)

PARTY OF THE SECOND PART

low Bidder

PROPOSAL
for
CONCRETE SIDEWALKS - CRA
FLORIDA CITY, FLORIDA

Wrangler Construction Inc

Submitted To:

City Commission
City of Florida City
City Hall
404 West Palm Drive
Florida City, Florida, 33034

The undersigned, as bidder, hereby proposes to:

Furnish all labor, materials, equipment, tools, services and transportation for the project known as "Concrete Sidewalks - CRA", according to the Contract Documents.

This Project, will be completed for the compensation indicated on the attached Bid Form (page P-2) and according to the timetable and described conditions:

This contract shall be completed by no later than September 17, 2010 after receipt by the Contractor, of the Notice to Proceed.

It is acknowledged that time is of essence in the performance of this work and that liquidated damages in the amount of \$100 per calendar day will be applied if the work is not completed within the time specified herein.

Bidder acknowledges that he has inspected the site of the work and is familiar with all Contract Documents, including Addenda.

This Proposal shall not be withdrawn within thirty (30) calendar days after the date fixed for opening bids.

At Bidder's option, this Proposal may be withdrawn if the City fails to accept this Proposal within thirty (30) calendar days after the date fixed for opening bids.

CITY OF FLORIDA CITY
COMMUNITY REDEVELOPMENT AGENCY
RESOLUTION NUMBER 10-49

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY (THE "CRA") OF THE CITY OF FLORIDA CITY, FLORIDA, APPROVING PIGGYBACKING ON THE CITY'S CONTRACT WITH WRANGLER CONSTRUCTION, INC. AND PAYMENT IN AN AMOUNT UP TO \$139,040.20 FOR SIDEWALK CONSTRUCTION WITHIN THE COMMUNITY REDEVELOPMENT AREA; PROVIDING FOR EFFECTIVE DATE.

WHEREAS, the City advertised an Invitation to Bid for sidewalk construction with a bid opening on July 14, 2010, and received bids from 6 companies; and

WHEREAS, Wrangler Construction, Inc. was the lowest responsive, responsible bidder and the City approved a one year contract with Wrangler Construction, Inc., on July 27, 2010; and to July 27, 2011

WHEREAS, the Community Redevelopment Agency of the City of Florida City (the "CRA") budgeted up to \$200,000 in FY 2010-11 for sidewalk construction in the Community Redevelopment Area; and

WHEREAS, the City and the CRA devised a FY 2010-11 sidewalk construction project in the Northwest Neighborhood in the estimated amount of \$139,040.20; and

WHEREAS, the Board of Directors desires to fund sidewalk construction in the Northwest Neighborhood in an amount up to \$139,040.20; and

WHEREAS, the Board of Directors wishes to piggyback this sidewalk construction project on to the City's contract with Wrangler Construction, Inc., pursuant to Chapter 287, Florida Statutes; and

WHEREAS, the Board of Directors hereby finds and determines that it is in the best interest of the CRA to adopt this Resolution.

CRA RESOLUTION NO: 10-49

NOW, THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF FLORIDA CITY, FLORIDA, AS FOLLOWS:

Section 1. That each of the above-stated recitals are hereby adopted and confirmed.

Section 2. That the CRA is authorized to pay for sidewalk construction in the Northwest Neighborhood in an amount up to \$139,040.20 when an adequate contract has been negotiated between the City and Wrangler Construction for the bid amount of \$139,040.20.

Section 3. That the Executive Director of the CRA is hereby authorized to take any and all action that is necessary to implement the purposes of this Resolution.

Section 4. That this Resolution shall be effective immediately upon adoption.

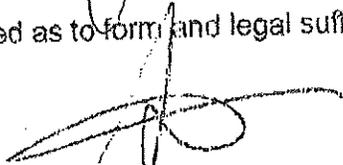
PASSED AND ADOPTED THIS 9th day of November, 2010.


OTIS T WALLACE, CHAIRMAN

ATTEST:


JENNIFER A. EVELYN, CITY CLERK

Approved as to form and legal sufficiency:


REGINE MONESTIME, CITY ATTORNEY

CRA RESOLUTION NO: 10-49

Offered By: Chairman

Motion to adopt by vice chair Berry seconded by Director Butler

FINAL VOTE AT ADOPTION

Chairman Otis T. Wallace
 Vice Chairman Eugene D. Berry
 Board Member Sharon Butler
 Board Member Daurell Dorsett
 Board Member R. S. Shiver

Yes
Yes
Yes
Yes
Yes



City of Miami Springs Interoffice Memo

DATE: February 9, 2011

TO: Mayor Billy Bain and Members of the City Council

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

RE: Update on Basin 35 Drainage Project

Work continues on the design phase of the Basin 35 drainage project. Attached is a memo from the new project manager on the job with PBSJ, Victor Herrera, enumerating the various activities and the status of each.

Two things should be noted: 1) the design work is 90% complete, and 2) SFWMD and DERM have been kept in the loop every step of the way. We met on February 8th with SFWMD officials and we still have our monies (\$24,000 remains in the one grant) intact from them. They have shifted them into a reserve account, but they were brought up to speed on our progress and fully understand the facts surrounding the delay. Once the change order is approved by Council for work to begin, the monies will be shifted back to our project account.

It is believed that we will be able to restart the actual construction by mid-April.

Agenda Item No. *9D*

City Council Meeting of:

FEB 14, 2011



an Atkins company

Date: 08 February 2011

2001 NW 107th Avenue
Miami, Florida 33172

**City of Miami Springs
Golf Course Stormwater Improvements**

This memo summarizes activities related to the above referenced project.

To date the following has been completed:

- New survey conducted for area of proposed conveyance and exfiltration system
- Geotechnical investigations indicate a high percolation rate; making the proposed improvement suitable for the area
- Design is approximately 90% complete
 - Alignment of the proposed system has been completed
 - Pumps have been selected and are currently being priced by the contractor
- Permit coordination
 - DERM has been kept abreast of all progress on the project
 - 3 progress meetings held to date
 - Coordination with MDC-Public Works (MDC-PW) underway
- Anticipated schedule
 - 3/1- design completed and construction documents submitted for permitting to DERM and MDC-PW
 - 4/1- anticipated response from DERM and MDC-PW
 - 4/15- start construction (assuming any RFIs or other permitting questions are addressed)
 - Waiting on lead time from pump manufacturer to identify duration of construction
- Grant coordination
 - PBS&J has worked with SFWMD and FDEP to report progress to date
 - Both agencies are aware of the progress and the preliminary schedule

CITY OF MIAMI SPRINGS



Finance Department
201 Westward Drive
Miami Springs, FL 33166-5289
Phone: (305) 805-5000
Fax: (305) 805-5018

TO: Honorable Mayor Bain and Members of the City Council

VIA: James R. Borgmann, City Manager

FROM: Tammy Romero, Procurement Specialist

DATE: February 7, 2011

SUBJECT: Change Order #3 for Curtiss Mansion Restoration Project

REASON: Attached is Change Order # 3 in the amount of \$22,471.28 for additional work and modifications to the interior of the Curtiss Mansion Restoration. It has been reviewed by Boukman Mangones Architectural project manager for R.J. Heisenbottle and Roy Rodriguez for CMI.

COST: \$ 22,471.28

FUNDING: Funds are available from the FDOT & GOB grants for this project

Agenda Item No. 9E

City Council Meeting of:

FEB 14, 2011

Change Order

PROJECT:
Curtiss Mansion Historic Restoration

CHANGE ORDER NO. 03

Owner
Architect
Contractor
CMI

DATE: January 25, 2011

PROJECT NO.: 02-08/09

CONTRACT DATE: June 2, 2009

CONTRACT FOR:
Curtiss Mansion Historic Restoration
Base Bid: Shell & Weather Tight Building Envelope Enc
Alternate #1: All other work and required not listed in Base Bid.

CONTRACTOR:
Carivon Construction Co.
12171 SW 131st Avenue
Miami, FL 33186-6453

THE CONTRACT IS CHANGED AS FOLLOWS:
(Include, where applicable any undisputed amount attributable to previously executed Construction Change Orders.)

Change Order #3 is hereby agreed to in an effort to allow portions of Alternate #1 work to continue and award various modifications in work scope to proceed as described in below listed CCE's and Revised Alternate #1 award breakdown. This change order authorizes Carivon Construction to proceed with Alternate #1 work as described here in at the amounts itemized.

CCE#	DESCRIPTION	BASE BID	ALT #1
This change order further authorizes Carivon Construction to proceed with the work required and as described in			
CCE# 12R	Tile Partition modification		\$ 3,550.96
CCE#13	Brass trim on Electric Floor Boxes		\$ 2,656.62
CCE#15R	Added doors interior by building department		\$10,931.89
CCE#16R2	Shower stall modifications at Restroom C		\$ 4,243.47
CCE#50R	Bathroom Door and Window modifications.		\$ 1,088.34
CCE#53R	Additional permit fees	\$ 714.87	
TOTAL THIS CHANGE ORDER		\$ 714.87	\$22,471.28

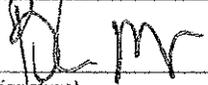
The original Base Bid (Contract Sum) (Guaranteed Maximum Price) was.....	\$ <u>1,611,410.00</u>
The net change by previously authorized Change Order.....	\$ <u>61,217.31</u>
The Base Bid (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was.....	\$ <u>1,672,627.31</u>
The (Contract Sum) (Guaranteed Maximum Price) will (increase) (decrease) (unchanged) by this Change Order in the amount of.....	\$ <u>714.87</u>
The new Base Bid (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be.....	\$ <u>1,673,342.18</u>
The original Alternate #1 (Contract Sum) (Guaranteed Maximum Price) was.....	\$ <u>1,369,830.00</u>
The net change by previously authorized Change Order.....	\$ <u>0.00</u>
The Alternate #1 (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was.....	\$ <u>1,369,830.00</u>
The (Contract Sum) (Guaranteed Maximum Price) will (increase) (decrease) (unchanged) by this Change Order in the amount of.....	\$ <u>22,471.28</u>
The new Alternate #1 (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be.....	\$ <u>1,392,301.28</u>
The Contract Time will be (increase) (decrease) (unchanged) by <u>339</u> calendar days	
The date of Substantial Completion of the date of this Change Order therefore is <u>06/13/2011</u>	
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be.....	\$ <u>3,065,643.46</u>

R.J. Heisenbottle Architects, P.A.

Curtiss Mansion, Inc.

Carivon Construction Co.

City of Miami Springs


(Signature)
BOUKMAN MONJANTES
(Print)
ARCHITECTURAL
PROJECT MANAGER
(Title)
1/27/11
(Date)


(Signature)
Roy Rodriguez
(Print)
Director
(Title)
1/28/2011
(Date)


(Signature)
Casin Heisenbottle
(Print)
V. President
(Title)
01/27/2011
(Date)

(Signature)

(Print)

(Title)

(Date)

ADDENDUM TO CHANGE ORDER NO. 3

The following terms and conditions are to be considered included with, and a material part of, Change Order No. 3, by and between the City of Miami Springs, Carivon Construction Co., Curtiss Mansion, Inc., and R.J. Heisenbottle Architects, P.A. :

1. That the City has been advised that the One Million Dollar grant funding from Miami-Dade County, relied upon for this Change Order, will not be available to the City until after a bond sale has been authorized by the County Commission, conducted and funded in due course, and approved for disbursement in conjunction with the execution of an Interlocal Agreement between the City and County.
2. That in order to effectuate the receipt of the aforesaid grant funds from Miami-Dade County, the City has previously authorized and designated \$475,000 of City funding for the completion of the Curtiss Mansion restoration project.
3. That in light of the foregoing, the instant Change Order shall be conditioned, and specifically subject to, the mutual understanding and agreement of the parties hereto that the project shall be mutually suspended if the One Million Dollar Miami-Dade County grant funding has not been received by the time the project Change Order No. 3 work payments have exhausted the \$475,000 of City funding available for the project.

4. That the continuation of the Change Order No. 3 project work shall not commence until sufficient funding has been received by the City from Miami-Dade County, or other sources, to insure that the costs of all services and materials are appropriately available for payment by the City.

5. That by their execution of Change Order No. 3 and this Addendum, the parties hereto have agreed to the foregoing terms, conditions and limitations related to the continuation and finalization of the Curtiss Mansion restoration project.

WITNESSES:

CITY OF MIAMI SPRINGS

Signature

Print Name

Print Name

Title

Print Name

Date

WITNESSES:

CARIVON CONSTRUCTION CO.

Mary V. Tatum

MARY V. TATUM

Print Name

[Signature]

Signature

M. Mino

Melissa Mino

Print Name

Ivana Muno

Print Name

President

Title

2/4/11

Date

Print Name

WITNESSES:

CURTISS MANSION, INC.

[Signature]
Juan M. Santalla

Print Name

[Signature]

Signature

Roy RODRIGUEZ, DIRECTOR

Print Name

CITY OF MIAMI SPRINGS



Agenda Item No.

City Council Meeting of:

FEB 14, 2011

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

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

VIA: James Borgmann, City Manager *Jub*

FR: William Alonso, CPA, CGFO, Finance Director *W.A.*

Date: January 24, 2011

Re: FY2010-2011 1st Quarter Budget Status Report (Unaudited)

Attached, please find the above referenced report based on revenues received and appropriations expended through December 31, 2010. The purpose of this report is to apprise the City's governing body of the FY2010-2011 budgetary status and projected year-end revenues, expenditures, and fund balances

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

- I. Overview/Financial Dashboard - Pages 1-3
- II. General Fund Revenues – Page 4
- III. General Fund Expenditures – Page 6
- IV. General Fund Subsidized Departments
 - a) Senior center - Page 7
- V. Enterprise Funds - Pages 8-9
- VI. Investments – Page 10
- VII. Analysis of Charges for Services
 - a) Building & Zoning/Code Enforcement – Page 11
 - b) Recreation Department – Page 12
- VIII. Other Funds
 - a) Road and Transportation Fund – Page 13
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 - c) Capital Fund – Page 15
 - d) Debt Service Fund – Page 16
- IX. Golf Course Financial Report – Pages 17,18 and A-1 thru C-1

I. OVERVIEW

Since we have only completed the first quarter of the current fiscal year, we cannot estimate with any degree of certainty what the ending fund balance will be. We will wait until the second quarter so that we can determine what the revenue and expenditure trends are so that we can make an informed projection.

The change in fund balance of \$495,248 is the amount of fund balance that was appropriated in the FY2011 budget.

The following chart is a projection of the City's projected revenues, expenditures, and general fund balance as of the end of the 1st Qtr FY2011:

Chart A – General Fund Balance Projection as of 1st quarter FY2010-2011

Chart A- General Fund Budget Summary-FY 2009-2010

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Year-End Projection</u>	<u>Variance</u>
Sources:				
General Fund beginning balance	6,299,906	6,299,906	6,299,906	-
Current revenues	12,548,883	12,548,884	12,548,884	-
Transfers in	<u>746,563</u>	<u>746,563</u>	<u>746,563</u>	-
Total Sources	<u>19,595,352</u>	<u>19,595,353</u>	<u>19,595,353</u>	-
Uses:				
Operating expenditures	13,627,151	13,932,079	13,627,151	(304,928)
Transfers out	<u>163,544</u>	<u>163,544</u>	<u>163,544</u>	-
Total Uses	<u>13,790,695</u>	<u>14,095,623</u>	<u>13,790,695</u>	<u>(304,928)</u>
General Fund ending balance	<u>5,804,657</u>	<u>5,499,730</u>	<u>5,804,658</u>	<u>304,928</u>
Projected change in fund balance		<u>(495,248)</u>		

FINANCIAL DASHBOARD

FINANCIAL INDICATORS-GENERAL FUND

	<u>Budgeted</u>	<u>Actual</u>	<u>% of budget</u>
General Fund Revenues as of 12/31/10	\$13,295,447	\$5,913,813	42% (1)
General Fund Revenues as of 12/31/09	\$11,710,854	\$5,109,184	44% (1)

General Fund Expenditures as of 12/31/10	\$14,095.623	\$3,375,792	24% (2)
General Fund Expenditures as of 12/31/09	\$14,439.697	\$2,916,370	20% (2)

	<u>As of 9/30/10</u>	<u>Projected 9/30/11</u>	<u>\$ Increase/Decrease</u>
General Fund Reserve	\$6,299,906	\$5,804,658	\$(495,248)

INVESTMENT INDICATOR

	<u>As of 9/30/10</u>	<u>As of 12/31/10</u>	<u>\$ Increase/(Decrease)</u>
Investments	\$ 9,401,890	\$ 13,593,939	\$ 4,192,049

	<u>Total On Deposit</u>	<u>Unrealized Loss</u>	<u>Net Asset Value</u>
SBA Account	\$131,041.50	\$ (28,971.90)	\$102,069.60

FINANCIAL INDICATORS-OTHER

	<u>Revenues as of 12/31/10</u>	<u>Expenditures as of 12/31/10</u>	<u>Deficit at 12/31/10</u>	<u>Deficit at 12/31/09</u>
Golf Course fund operating deficit requiring General Fund subsidy	\$224,030	\$372,127	\$(148,097)	\$(115,219)

	<u>Revenues as of 12/31/10</u>	<u>Expenditures as of 12/31/10</u>	<u>Surplus at 12/31/10</u>	<u>Surplus at 9/30/09</u>
Building & Code	\$ 168,089	\$ 117,542	\$ 50,547	\$57,517

	<u>As of 9/30/10</u>	<u>As of 12/31/10</u>	<u>\$ Increase/(Decrease)</u>
Long-Term Debt	\$5,749,383	\$5,644,765	\$(104,618)

	<u>At 12/31/09</u>	<u>At 12/31/10</u>
% of Recreation Expenditures Collected in Fees	14.8%	7.6%

Notes:

(1) The budgeted revenues does not include the \$800,176 that was appropriated from fund balance. Additionally, you can see that for the current year our revenues are being received at a 42% rate compared to 44% for the same period last year.

(2) Actual expenditures are running at about the same pace as last year 24% vs. 20% when compared to budgeted expenditures. This is indicative of a budget that is realistic and inline with actual city activities.

II) REVENUES

Chart B-Schedule of General Fund Budgeted and Actual Revenues
For the Period Ending December 31, 2010
(25% OF YEAR COMPLETED)

Department	FY 2009-2010	FISCAL YEAR 2010-2011				% OF BUDGET	Note
	FULL YEAR ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL AS of 12/31/10			
Ad Valorem Taxes - Current	\$ 5,732,869	\$ 5,528,449	\$ 5,528,449	\$ 4,091,150	74%	1	
Ad Valorem Taxes - Delinquent	-	20,000	20,000	-	0%	1	
Utility and Franchise Taxes	2,684,998	2,735,000	2,735,000	407,678	15%		
Occupational Licenses - City	70,721	70,000	70,000	63,807	91%		
Occupational Licenses - County	22,053	18,000	18,000	5,036	28%		
Building Permits	466,756	200,000	200,000	16,045	8%		
Electrical Permits	43,424	25,000	25,000	6,550	26%		
Plumbing Permits	22,945	15,000	15,000	27,086	181%		
Roofing Permits	24,160	25,000	25,000	7,735	31%		
Mechanical Permits	23,432	18,000	18,000	15,297	85%		
Zoning Permits	6,025	7,000	7,000	1,350	19%		
Certification of Completions	3,000	2,500	2,500	325	13%		
Structural Permits	15,998	13,000	13,000	3,775	29%		
POD Permit Fees	1,400	1,000	1,000	500	50%		
Other Permits	115,856	95,000	95,000	17,333	18%		
Misc Plan Reviews	1,800	1,000	1,000	-	0%		
Local Option Gas Tax	342,694	370,277	370,277	96,909	26%		
Revenue sharing	362,335	309,422	309,422	89,959	29%		
Alcoholic Beverage License	9,771	9,000	9,000	98	1%		
1/2-cent Sales Tax	742,550	797,205	797,205	124,598	16%		
Gas Tax Rebate	6,870	8,000	8,000	-	0%		
School Crossing Guards	22,186	18,000	18,000	5,426	30%		
Program Activity Fees	130,448	-	-	-	0%		
After School Programs	13,754	22,500	22,500	8,319	37%		
SWIM MEETS/TEAM RENTAL	6,094	9,000	9,000	4,023	45%		
Swimming Pool Admissions	67,200	51,445	51,445	806	2%		
Swim Lessons	-	40,000	40,000	1,100	3%		
Annual Daddy/Daughter Dance	2,225	3,000	3,000	-	0%		
Pelican theatre	-	3,000	3,000	800	27%		
Vending Machines	747	-	-	926	0%		
Fireworks-VG	6,000	3,000	3,000	-	0%		
Summer Camp	-	148,000	148,000	-	0%		
Summer Camp Activity Fee	-	18,500	18,500	175	1%		
Senior Center Rental	-	2,500	2,500	-	0%		
Gym Rental	-	5,000	5,000	3,350	67%		
Fitness Room Membership	15,757	30,000	30,000	14,913	50%		
Gym Admission Fees	5,941	12,000	12,000	1,664	14%		
Yoga Classes	3,000	-	-	1,993	100%		
Annual Turkey Trot	-	-	-	2,020	100%		
Basketball Fees	13,368	19,100	19,100	16,020	84%		
Football	-	-	-	1,200	100%		
Pool Rental	27,525	21,000	21,000	168	1%		
Pool Memberships	-	-	-	187	100%		
Jazzercise	2,932	4,200	4,200	981	23%		
Green Fees	-	872,366	872,366	177,484	20%		
Golf Memberships	-	88,140	88,140	8,975	10%		
Cart Rentals	-	83,039	83,039	13,732	17%		
Range Fees	-	100,498	100,498	17,964	18%		
Golf Merchandise Sales	-	54,427	54,427	11,551	21%		
Gift Certificate Redeemed	-	294	294	209	71%		
Rain Check Redeemed	-	(16,608)	(16,608)	(7,015)	42%		
CanAm Commissions	-	(3,350)	(3,350)	(20)	1%		
Tee Market Renewals	-	-	-	(98)	100%		
Golf Course Rentals	-	8,260	8,260	1,248	15%		
Country Club Lease Eqpt Payment	-	-	-	10,000	100%		
GHIN Disabled Fees	-	953	953	19	2%		
Miscellaneous Charges for Serv	6,363	6,400	6,400	1,328	21%		
Copies & Other Charges	2,168	2,000	2,000	205	10%		
Tree Replacement	600	-	-	-	0%		
Lien Search	10,220	10,000	10,000	2,585	26%		

**Chart B-Schedule of General Fund Budgeted and Actual Revenues
For the Period Ending December 31, 2010
(25% OF YEAR COMPLETED)**

Department	FY 2009-2010	FISCAL YEAR 2010-2011				Note
	FULL YEAR ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL AS of 12/31/10	% OF BUDGET	
Re-occupancy inspection fee	5,000	5,000	5,000	2,200	44%	
Clerk of the Court - Fines	166,351	165,000	165,000	49,027	30%	
Code Enforcement tickets	31,300	8,000	8,000	3,250	41%	
Disabled Parking tickets	5,125	3,000	3,000	-	0%	
Interest - Checking	1,053	2,000	2,000	-	0%	
Interest-CD's	69,954	-	-	-	0%	
Interest-Money Market	-	75,000	75,000	13,442	18%	
Interest - Tax Collections	1,511	2,000	2,000	144	7%	
Rent - Metro Fire	13,534	17,000	17,000	3,503	21%	
Rent - Dade Co. Library	8,253	8,300	8,300	2,063	25%	
Rent - Bus Benches	4,080	3,900	3,900	1,020	26%	
Recreational Activities	430	5,000	5,000	1,060	21%	
Sprint Tower	59,374	60,000	60,000	-	0%	
Nextel	8,211	8,300	8,300	-	0%	
Metro PCS	7,592	7,600	7,600	7,900	104%	
Surplus sale of equipment	56,464	60,000	60,000	-	0%	
Other Miscellaneous	19,745	84,843	84,843	1,566	2%	
Insurance Reimbursement	54,773	-	-	43,747	100%	
Code Enforcement Liens	-	1,000	1,000	1,857	186%	
Police HIDTA Grant	854	-	-	-	0%	
Returned check charges	1,330	2,000	2,000	120	6%	
Byrne Grant	16,194	-	-	5,698	100%	
Police COPS Grant	116,193	146,424	146,424	-	0%	
Historic Preservation Grant	-	-	-	1,625	100%	
Donations-Dog Park	-	-	-	2,059	100%	
County Transportation Grant	10,880	-	-	-	0%	
ITF - Road & Transportation	23,000	-	-	-	0%	
ITF -Hurricane Fund	-	412,563	412,563	412,563	100%	
ITF - Sanitation Admin Fee	281,000	281,000	281,000	70,250	25%	
ITF- Stormwater Admin Fee	53,000	53,000	53,000	13,250	25%	
Appropriated fund balance	2,121,411	495,248	800,176	-	0%	
TOTALS >>>	\$ 14,172,797	\$ 13,790,695	\$ 14,095,623	\$ 5,913,813	42%	

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 December 31, 2010
(25% OF YEAR COMPLETED)

Department	FY2009-10 ACTUAL	FISCAL YEAR 2010-2011				NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 12/31/2010	% OF ACTUAL VS. BUDGET	
General Government:						
Mayor & City Council	103,584	108,966	109,566	34,134	31%	
Office of the City Manager	633,084	649,313	771,949	135,904	18%	
Office of the City Clerk	268,049	356,668	358,959	64,550	18%	
Office of the City Attorney	148,174	136,000	136,000	23,814	18%	
Human Resource Department	212,897	210,212	214,919	48,360	23%	
Finance Department	776,480	725,013	725,797	212,181	29%	
IT Department	346,458	345,464	357,700	105,632	30%	
Planning Department	159,239	176,697	198,150	32,030	16%	
Non-Departmental	31,337	-	-	1,231	100%	
Total General Government	2,679,302	2,708,333	2,873,040	657,836	23%	1
Public Safety:						
Police Department	5,278,324	5,382,865	5,402,597	1,328,897	25%	
Building, Zoning & Code Enforcement	580,763	465,390	506,155	117,542	23%	
Total Public Safety	5,859,087	5,848,255	5,908,752	1,446,439	24%	1
Public Works:						
Public Works - Administration	505,241	433,438	445,373	111,571	25%	
Public Works - Streets	285,814	295,023	283,574	67,449	24%	
Public Works - Properties	949,573	930,628	956,965	266,315	28%	
Public Works - Building Maintenance	169,242	195,237	227,020	49,928	22%	
Public Works - Fleet Maintenance	64,978	29,182	29,182	-	0%	
Total Public Works	1,974,848	1,883,508	1,942,114	495,263	26%	1
Parks and Recreation:						
Recreation	1,392,968	1,341,668	1,354,344	343,199	25%	
Aquatics	303,884	290,027	293,027	40,336	14%	
Tennis	29,659	39,876	39,876	2,384	6%	
Park Maintenance	81,198	117,187	122,629	16,153	13%	
Golf Administration	-	23,525	23,525	6,544	28%	
Golf Pro Shop	-	501,133	501,133	142,385	28%	
Golf Maintenance	-	873,639	873,639	238,580	27%	
Total Parks and Recreation	1,807,709	3,187,055	3,208,173	789,581	25%	
TOTAL GENERAL FUND EXPS.	12,320,946	13,627,151	13,932,079	3,389,119	24%	1
Transfers to other funds						
Golf Course Fund	1,552,048	-	-	-	0%	
Capital Fund	168,471	-	-	-	0%	
Senior Center Fund	131,332	163,544	163,544	-	0%	
Total Transfers Out:	1,851,851	163,544	163,544	-	0%	1
Increase (decrease) in fund balance	-	-	-	-		
TOTAL GENERAL FUND USES	14,172,797	13,790,695	14,095,623	3,389,119	24%	

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 25%, 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 35% (if any) will be addressed by us herein.

IV) FUNDS SUBSIDIZED BY GENERAL FUND

CHART D-CITY OF MIAMI SPRINGS
 ACTUAL VS BUDGET REPORT-SENIOR CENTER
 (25% OF YEAR COMPLETED)

	FY2009-10 ACTUAL	FISCAL YEAR 2010-2011			% OF ACTUAL VS. BUDGET
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 12/31/2010	
Revenues:					
USDA C-1	\$ 14,939	\$ 27,133	\$ 27,133	\$ 4,489	17%
USDA C-2	9,238	11,628	11,628	2,651	23%
Local Grants C-1	76,492	77,715	77,715	22,385	29%
Local Grants C-2	42,710	40,737	40,737	13,012	32%
Local Grants III-B	20,463	20,137	20,137	5,957	30%
CDBG Grant	49,041	-	28,210	28,210	100%
FL Dept. of Elder Affairs	9,894	31,883	31,883	-	0%
Sales to Va Gardens	12,305	20,295	20,295	3,210	16%
Donations	4,169	2,600	2,600	882	34%
Misc Revenues	-	-	-	-	0%
Total revenues	239,251	232,128	260,338	80,796	31%
Expenditures:					
Administrative Costs	148,853	155,615	156,615	37,436	24%
Catering and operating supplies	129,411	80,883	164,796	242	0%
Operating Costs	40,189	57,931	56,931	7,473	13%
Capital Outlay	52,130	101,243	101,243	31,732	31%
Total expenditures	370,583	395,672	479,585	76,883	16%
Excess (deficiency) of revenues over expenditures	(131,332)	(163,544)	(219,247)	3,913	-2%
Other financing sources					
Transfers in	131,332	163,544	200,376	-	0%
Transfers out	-	-	-	-	0%
Total other financing sources	131,332	163,544	200,376	-	0%
Net change in fund balance	-	-	(18,871)	3,913	0%
Beginning fund balance	18,871	18,871	18,871	18,871	
Ending fund balance	\$ 18,871	\$ 18,871	\$ -	\$ 22,784	

**CHART H-CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-SANITATION
(25% OF YEAR COMPLETED)**

	FY2009-2010 <u>ACTUAL</u>	FISCAL YEAR 2010-11			% OF ACTUAL VS. BUDGET	NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 12/31/2010</u>		
Operating revenues:						
Sanitation revenues	\$ 2,333,161	\$ 2,305,700	\$ 2,305,700	\$ 1,688,594	73%	1
Total operating revenues	<u>2,333,161</u>	<u>2,305,700</u>	<u>2,305,700</u>	<u>1,688,594</u>	73%	
Operating expenses:						
Administrative costs	800,378	807,622	807,622	194,076	24%	
Operations and maintenance	339,174	332,993	332,993	57,032	17%	
Disposal costs	710,985	808,419	808,419	115,072	14%	
Depreciation and amortization	52,768	52,000	52,000	13,631	26%	
Total operating expenses	<u>1,903,305</u>	<u>2,001,034</u>	<u>2,001,034</u>	<u>379,811</u>	19%	
Operating income (loss)	<u>429,856</u>	<u>304,666</u>	<u>304,666</u>	<u>1,308,783</u>	430%	
Nonoperating revenues (expenses):						
Interest income	1,099	-	-	5	0%	
Interest expense and fees	(6,714)	(7,658)	(7,658)	(2,115)	28%	
Total nonoperating revenues (expenses)	<u>(5,615)</u>	<u>(7,658)</u>	<u>(7,658)</u>	<u>(2,110)</u>	0%	
Income (Loss) before transfers	424,241	297,008	297,008	1,306,673	440%	
Transfer to other funds	<u>(281,000)</u>	<u>(281,000)</u>	<u>(281,000)</u>	<u>(70,250)</u>	25%	
Change in net assets	<u>143,241</u>	<u>16,008</u>	<u>16,008</u>	<u>1,236,423</u>	7724%	1
Total net assets, October 1	<u>578,429</u>	<u>721,670</u>	<u>721,670</u>	<u>721,670</u>		
Total net assets, September 30	<u>\$ 721,670</u>	<u>\$ 737,678</u>	<u>\$ 737,678</u>	<u>\$ 1,958,093</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 DECEMBER 31, 2009
(25% OF YEAR COMPLETED)**

	FY2009-10 <u>ACTUAL</u>	FISCAL YEAR 2010-11			% OF ACTUAL VS. BUDGET	NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 12/31/2010</u>		
Operating revenues:						
Residential Class I	\$ 274,138	\$ 250,000	\$ 250,000	\$ 58,593	23%	
Total operating revenues	<u>274,138</u>	<u>250,000</u>	<u>250,000</u>	<u>58,593</u>	23%	
Operating expenses:						
Administrative costs	89,677	86,442	86,442	20,438	24%	
Operations and maintenance	123,586	153,867	153,867	21,092	14%	
Depreciation and amortization	142,333	140,000	140,000	35,666	25%	
Total operating expenses	<u>355,596</u>	<u>380,309</u>	<u>380,309</u>	<u>77,196</u>	20%	
Operating income (loss)	<u>(81,458)</u>	<u>(130,309)</u>	<u>(130,309)</u>	<u>(18,603)</u>	14%	
Nonoperating revenues (expenses):						
Gain/(loss) on disposal of capital assets	1,600	-	-	-	0%	
Interest & other income	1,712	2,500	2,500	21	1%	
Interest expense and fees	(5,000)	(7,000)	(7,000)	(2,277)	33%	
Total nonoperating revenues (exp)	<u>(1,688)</u>	<u>(4,500)</u>	<u>(4,500)</u>	<u>(2,256)</u>	50%	
Income (Loss) before transfers	(83,146)	(134,809)	(134,809)	(20,859)	15%	
Transfer to other funds	<u>(53,000)</u>	<u>(53,000)</u>	<u>(53,000)</u>	<u>(13,250)</u>	25%	
Change in net assets	<u>(136,146)</u>	<u>(187,809)</u>	<u>(187,809)</u>	<u>(34,109)</u>	18%	
Total net assets, October 1	<u>3,300,475</u>	<u>3,164,329</u>	<u>3,164,329</u>	<u>3,164,329</u>		
Total net assets, September 30	<u>\$ 3,164,329</u>	<u>\$ 2,976,520</u>	<u>\$ 2,976,520</u>	<u>\$ 3,130,220</u>		

Notes:

**CITY OF MIAMI SPRINGS
INVESTMENT SCHEDULE
Dec-10**

<u>Institution</u>	<u>Acct#</u>	<u>Principal Amount</u>
Wachovia-Money Mkt		\$ 1,673,806.95
Subtotal Wachovia Bank		\$ 1,673,806.95
Suntrust Bank	NOW	\$ 1,170,967.84
Subtotal SunTrust Bank		\$ 1,170,967.84
TD Bank MMA		\$ 501,235.21
Subtotal TD Bank		\$ 501,235.21
CD#8100003325834		\$ 500,000.00
CD#8100003325842		\$ 500,000.00
Subtotal BB&T		\$ 1,000,000.00
SBA (Pool B)	221371	\$ 131,041.40
Reserve for loss		\$ (42,452.10)
Subtotal SBA		\$ 88,589.30
Subtotal Investments		\$ 4,434,599.30
Suntrust Bank	CD# 17543330699	\$ 822,651.17
(Law Enforcement Trust-restricted)		\$ 822,651.17
Total all investments		\$ 5,257,250.47

CASH ON HAND-OPERATING ACCOUNTS:

<i>Wachovia Acct# 2655115900150</i>	8,336,688.75
Total Cash on hand as of 12/31/10	\$8,336,688.75
Total Investments and cash on hand	\$13,593,939.22

VII) ANALYSIS OF CHARGES FOR SERVICES

**Chart J-Schedule of Building & Zoning/Code Enforcement
Comparative for the periods ending December 31, 2010 AND 2011
(25% OF YEAR COMPLETED)**

Charges for Services:	YTD <u>12/31/2009</u>	YTD <u>12/31/2010</u>
Occupational Licenses - City	\$ 63,106	\$ 63,807
Occupational Licenses - County	6,881	5,036
Building Permits	60,687	16,045
Electrical Permits	10,269	6,550
Plumbing Permits	4,205	27,086
Roofing Permits	5,629	7,735
Mechanical Permits	3,677	15,297
Zoning Permits	2,900	1,350
Certification of Completions	300	325
Structural Permits	2,996	3,775
Other Permits	18,147	17,833
Code Enforcement tickets	12,150	3,250
Total Fees Collected	<u>190,947</u>	<u>168,089</u>
Expenditures:		
Personnel	106,447	87,818
Inspector Costs	17,863	22,973
Operating costs	9,120	6,751
Capital outlay	-	-
Total expenditures	<u>133,430</u>	<u>117,542</u>
Excess charges for services over expenditures	<u>57,517</u>	<u>50,547</u>

1

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 December 31, 2010
 (25% OF YEAR COMPLETED)**

	Admin	Pool	Tennis	Maintenance	YTD as of 12/31/2010	YTD as of 12/31/2009
Charges for Services:						
Program Activity Fees	\$ 175	\$ -	-	-	\$ 175	\$ -
After School Care	8,319	-	-	-	8,319	1,760
Water Polo/Aquatics Teams	-	4,023	-	-	4,023	2,250
Swimming Pool Admissions	-	806	-	-	806	987
Pool rental	-	168	-	-	168	5,504
Swim lessons	-	1,100	-	-	1,100	-
Annual Daddy/Daughter Dance	-	-	-	-	-	-
Vending Machines	926	-	-	-	926	36
Fitness room membership	14,913	-	-	-	14,913	-
Pool memberships	-	187	-	-	187	-
Annual Turkey trot	2,020	-	-	-	2,020	-
Football	1,200	-	-	-	1,200	-
Pelican Playhouse	800	-	-	-	800	-
Rental-recreational Facilities	1,060	-	-	-	1,060	-
Basketball Program	16,020	-	-	-	16,020	6,433
Jazzercise Classes	981	-	-	-	981	479
Gym Rental	3,350	-	-	-	3,350	-
Gym admission fees	1,664	-	-	-	1,664	-
Yoga classes	1,993	-	-	-	1,993	-
VG- Fireworks	-	-	-	-	-	3,000
Total Fees Collected	53,421	6,284	-	-	59,705	20,449
Expenditures:						
Personnel	140,666	25,443	-	-	166,109	113,375
Operating costs	98,387	14,893	2,384	16,153	131,817	88,633
Debt Service	55,128	-	-	-	55,128	61,751
Capital outlay	49,018	-	-	-	49,018	4,000
Total expenditures	343,199	40,336	2,384	16,153	402,072	267,759
Excess exp. over charges for services	\$ (289,778)	\$ (34,052)	\$ (2,384)	\$ (16,153)	\$ (342,367)	\$ (247,310)

Percentage of expenditures collected in fees **14.8%**

Percentage of expenditures collected in fees **7.6%**

NOTES TO STATEMENTS:

The % of collections has doubled from last year since we were closed most of last year for the construction of the new community center.

VIII) OTHER FUNDS

CHART L-CITY OF MIAMI SPRINGS
 ACTUAL VS BUDGET REPORT-ROAD & TRANSPORTATION
 (25% OF YEAR COMPLETED)

	FY2009-10 ACTUAL	FISCAL YEAR 2010-2011			% OF ACTUAL VS. BUDGET	NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 12/31/2010		
Revenues:						
Peoples Transportation Tax	396,155	384,664	348,664	6,994	2%	
Charges for services	7,442	-	-	3,243	100%	
Misc Revenues-Interest	4,968	-	-	-	100%	
Total revenues	408,565	384,664	348,664	10,237	3%	
Expenditures:						
Administrative	71,433	92,537	92,537	23,751	26%	
Contractual/Professional Services	150,368	142,175	142,175	46,282	33%	
Repairs and maintenance	361,999	367,000	479,594	114,505	24%	
Operating Supplies/Road Materials	198	10,000	10,000	-	0%	
Capital Outlay-Machinery	-	-	-	58,436	0%	
Total expenditures	583,998	611,712	724,306	242,974	34%	
Excess (deficiency) of revenues over expenditures	(175,433)	(227,048)	(375,642)	(232,737)	62%	
Other financing sources						
Transfers out	(198,640)	-	-	(49,224)	100%	
Total other financing sources	(198,640)	-	-	(49,224)	100%	
Net change in fund balance	(374,073)	(227,048)	(375,642)	(281,961)		
Beginning fund balance	1,795,997	1,421,924	1,421,924	1,421,924		
Ending fund balance	\$ 1,421,924	\$ 1,194,876	\$ 1,046,282	\$ 1,139,963		

VIII) OTHER FUNDS

**CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-LAW ENFORCEMENT TRUST FUND
(25% OF YEAR COMPLETED)**

	FY2009-10 <u>ACTUAL</u>	FISCAL YEAR 2010-11			% OF ACTUAL VS. BUDGET	NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 12/31/2010</u>		
Revenues:						
Fines and Forfeitures	135,206	-	-	3,149	100%	
Grant revenues	3,200	-	-	-	100%	
Interest Income	7,857	10,000	10,000	1,393	14%	
Other Miscellaneous	<u>18,732</u>	-	-	-	0%	
Total revenues	<u>164,995</u>	<u>10,000</u>	<u>10,000</u>	<u>4,542</u>	45%	
Expenditures:						
Administration Expenses	76,954	98,420	118,486	22,583	19%	
Police education	9,562	16,500	16,500	-	0%	
Capital Outlay-Vehicles	<u>12,783</u>	-	-	-	0%	
Total expenditures	<u>99,299</u>	<u>114,920</u>	<u>134,986</u>	<u>22,583</u>	17%	
Excess (deficiency) of revenues over expenditures	<u>65,696</u>	<u>(104,920)</u>	<u>(124,986)</u>	<u>(18,041)</u>	14%	
Net change in fund balance	65,696	(104,920)	(124,986)	(18,041)		
Beginning fund balance	<u>949,781</u>	<u>1,015,477</u>	<u>1,015,477</u>	<u>1,015,477</u>		
Ending fund balance	\$ 1,015,477	\$ 910,557	\$ 890,491	\$ 997,436		

VIII) OTHER FUNDS

**CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-CAPITAL FUND
(25% OF YEAR COMPLETED)**

	FY2009-10 <u>ACTUAL</u>	FISCAL YEAR 2010-11			NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 12/31/2010</u>	
Revenues:					
Intergovernmental	\$ 4,078,295	\$ -	\$ 415,747	\$ -	0%
Interest and Other Income	2,376	-	-	-	0%
Total revenues	<u>4,080,671</u>	<u>-</u>	<u>415,747</u>	<u>-</u>	<u>0%</u>
Expenditures:					
General government	78,800	-	-	-	0%
Debt Service	10,875	-	-	-	0%
Capital Outlay	6,399,849	-	415,747	-	0%
Total expenditures	<u>6,489,524</u>	<u>-</u>	<u>415,747</u>	<u>-</u>	<u>0%</u>
Excess (deficiency) of revenues over expenditures	<u>(2,408,853)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
Other financing sources					
Issuance of Debt	-	-	-	-	0%
Transfers in	199,662	-	-	-	0%
Total other financing sources	<u>199,662</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
Net change in fund balance	<u>(2,209,191)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
Beginning fund balance	<u>2,209,191</u>	<u>-</u>	<u>0</u>	<u>0</u>	
Ending fund balance	<u>0</u>	<u>-</u>	<u>0</u>	<u>\$ 0</u>	

VIII) OTHER FUNDS

**CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-DEBT SERVICE FUND
(25% OF YEAR COMPLETED)**

	FISCAL YEAR 2010-2011					NOTES
	ACTUAL BUDGET	ORIGINAL BUDGET	AMENDED BUDGET	AS OF 12/31/2010	% OF ACTUAL VS. BUDGET	
Revenues:						
Property Taxes	\$ 399,719	\$ 402,658	\$ 402,658	\$ 296,601	74%	
Total revenues	<u>399,719</u>	<u>402,658</u>	<u>402,658</u>	<u>296,601</u>	74%	
Expenditures:						
Principal Payments	2,925,862	480,508	480,508	62,531	13%	
Interest Payments	272,634	225,869	225,869	80,462	36%	
Administrative	10,675	3,200	3,200	13,450	420%	
Total expenditures	<u>3,209,171</u>	<u>709,577</u>	<u>709,577</u>	<u>156,443</u>	22%	
Excess (deficiency) of revenues over expenditures	<u>(2,809,452)</u>	<u>(306,919)</u>	<u>(306,919)</u>	<u>140,158</u>	-46%	
Other financing sources						
Proceeds from debt	2,435,812	-	-	-		
Transfers in	365,947	306,919	306,919	76,730	25%	
Total other financing sources	<u>2,801,759</u>	<u>306,919</u>	<u>306,919</u>	<u>76,730</u>	25%	
Net change in fund balance	<u>(7,693)</u>	<u>-</u>	<u>-</u>	<u>216,888</u>	100%	
Beginning fund balance	<u>108,124</u>	<u>100,431</u>	<u>100,431</u>	<u>100,431</u>		
Ending fund balance	<u>100,431</u>	<u>100,431</u>	<u>100,431</u>	<u>\$ 317,319</u>	100%	

CITY OF MIAMI SPRINGS



Finance Department
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 Miami Springs, FL 33166-5289
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TO: The Honorable Mayor Billy Bain and Members of the City Council
VIA: James Borgmann, City Manager
FR: William Alonso, CPA, CGFO, Finance Director *WAL*
DATE: January 24, 2011
SUBJECT: Golf Course (UNAUDITED) Financials for the quarter ending December 31, 2010.

Attached hereto are the unaudited financial reports for the Golf Course Fund for the quarter ending December 31, 2010. 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 December 31st for fiscal years 2011, 2010, and 2009. 2) Section B is a fiscal year-to-date actual to budget comparison for FY2011. 3) Section C is the FY 2011 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.

	Ending	Ending	% Change	Ending	% Change
	12/31/2010	12/31/2009	From 12/31/09	12/31/2008	From 12/31/08
Golf Operations:					
Total Revenues	224,030	255,694	-12.4%	314,358	-28.7%
Operating Profit (Loss)	(126,171)	(80,775)	56.2%	(1,698)	7330.6%
Profit(Loss)including non-golf costs	(148,097)	(115,220)	28.5%	(35,999)	311.4%
Pro Shop Costs	127,003	118,791	6.9%	118,705	7.0%
Maintenance Costs	223,198	217,678	2.5%	197,352	13.1%
Total Rounds Played	7,408	9,149	-19.0%	10,565	-29.9%
Total Greens Revenues	198,505	236,946	-16.2%	284,286	-30.2%
Average per Round	26.80	25.90	3.5%	26.91	-0.4%
Memberships Sold	52,550	77,525	-32.2%	92,050	-42.9%
Driving Range revenues	17,964	19,819	-9.4%	26,095	-31.2%

Key Financial Indicators (continued)

As you can see from this matrix, the economic downturn nationwide has had a negative effect on our operating results. Total YTD revenues are down 12.4% from last year, rounds have decreased by 19%, driving range revenues are down 9.4%, and memberships sold have dropped almost 32.2% from last year.

I have also included in this matrix the indicators for the fiscal year ended September 30, 2008. As you can see from this matrix, greens revenues are down 28.7% from FY2008, driving range revenues are down 31.2%, and our average per round is down 0.4% from FY2008.

On the cost side, YTD maintenance costs are up 2.5% from last year mainly due to higher operating supplies and repairs and maintenance. Pro shop costs are up 6.9% from last year. The operating loss is \$126,171 compared to a loss of \$80,775 last year.

The total bottom line YTD loss is \$148,097 compared to a loss of \$115,220 last year and a loss of \$35,999 for the same period of FY2008. **The bottom line YTD loss of \$148,097 means that a subsidy would be required from the General Fund for the fiscal year just ended.**

Page A-1 is a comparative profit and loss for the three months ended 12/31/10, 12/31/09, and 12/31/08.

Page A-2 is a comparative profit and loss for three months ended 12/31/10, 12/31/09, and 12/31/08 for the pro shop operation only. The total YTD loss for the current year is \$141,553 compared to losses of \$106,114 as of 12/31/09 and \$27,198 as of 12/31/08. Again the main factor is the economic downturn being experienced nationwide.

Page B-1 provides an actual to budget comparison for the current fiscal year. We are currently reporting a total YTD loss as of December 2010 of 148,097 compared to a budgeted loss of \$299,562. This budget variance is mainly due to the reduction in revenues discussed above. Page B-2 shows the pro shop operation for the period, the loss is \$141,553 compared to a budgeted loss of 276,037.

Page C-1 is an analysis of rounds played for the first quarter shows a 19% decrease in rounds played and a corresponding 16.2% decrease in greens revenues. Our average per round is \$26.80 compared to \$25.90 for the same period last year. We have a total of 7,408 rounds played in the quarter compared to 9,149 for first quarter of FY2010.

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

	<u>12/31/2010</u>	<u>12/31/2009</u>	<u>12/31/2008</u>
TOTAL PRO-SHOP AND GOLF COURSE- REVENUES	<u>224,030</u>	<u>255,694</u>	<u>314,358</u>
TOTAL PERSONNEL SERVICES	69,286	65,892	58,244
TOTAL OPERATING EXPENDITURES	<u>280,915</u>	<u>270,577</u>	<u>257,813</u>
TOTAL MANAGEMENT OPERATING EXPENDITURES	<u>350,201</u>	<u>336,469</u>	<u>316,057</u>
NET MANAGEMENT EXCESS OF EXP. OVER REV.	<u>(126,171)</u>	<u>(80,775)</u>	<u>(1,698)</u>

OTHER COSTS ASSOCIATED WITH OPERATIONS OF THE GOLF COURSE:

ADMINISTRATIVE EXPENSES	6,544	9,106	8,800
PROCEEDS FROM DEBT - MAINTENANCE IMPROVEMENTS O/T BUILDINGS - ADMIN.	-	-	-
IMPROVEMENTS O/T BUILDINGS	-	3,961	-
DEBT SERVICE PAYMENT-MAINTENANCE MACHINERY & EQUIPMENT	15,382	21,378	56,557
MACHINERY & EQUIPMENT-MAINTENANCE	-	-	-
TOTAL OTHER COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>21,926</u>	<u>34,445</u>	<u>34,301</u>
EXCESS EXPENDITURES OVER REVENUES	<u>\$ (148,097)</u>	<u>\$ (115,220)</u>	<u>\$ (35,999)</u>

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

	<u>12/31/2010</u>	<u>12/31/2009</u>	<u>12/31/2008</u>
REVENUES			
GREEN FEES	\$ 170,678	\$ 189,279	\$ 230,992
MEMBERSHIPS	8,975	15,420	18,463
CART REVENUES	13,732	19,302	20,383
RANGE FEES	17,964	19,819	26,095
GOLF - OTHER REVENUES	1,130	1,732	2,688
MERCHANDISE SALES	<u>11,551</u>	<u>10,142</u>	<u>15,738</u>
TOTAL PRO SHOP REVENUES	<u>224,030</u>	<u>255,694</u>	<u>314,358</u>
 PERSONNEL EXPENSES			
REGULAR SALARIES	27,568	22,322	21,639
PART TIME SALARIES	31,608	35,540	28,680
OVERTIME	46	11	48
SEASONAL & OTHER	-	-	335
FICA TAXES	4,531	4,428	3,878
PENSION	2,969	1,489	1,218
MEDICAL INSURANCE	1,994	1,499	1,909
WORKER'S COMPENSATION	<u>570</u>	<u>351</u>	<u>537</u>
TOTAL PERSONNEL SERVICES	<u>69,286</u>	<u>65,892</u>	<u>58,244</u>
 OPERATING EXPENSES			
CONTRACTUAL SERVICES	3,021	2,514	3,000
RENTALS AND LEASES	18,282	18,337	19,656
REPAIRS AND MAINTENANCE	1,344	3,089	1,008
PROMOTIONS & ADVERTISING	6,248	2,250	1,800
OTHER CHARGES - BANK & CREDIT CARD CHARGES	6,798	3,136	9,320
OPERATING SUPPLIES	1,515	953	1,106
UTILITY SERVICES-ELECTRICITY	5,930	6,378	8,946
UTILITY SERVICES-WATER	117	-	-
LIABILITY INSURANCE	3,198	3,264	2,811
TELECOMMUNICATIONS	2,162	2,122	1,476
MERCHANDISE	6,794	6,770	7,705
DRIVING RANGE	1,139	3,038	3,529
OFFICE SUPPLIES	825	788	106
DUES AND MEMBERSHIPS	344	260	-
MAINTENANCE (Department Total)	<u>223,198</u>	<u>217,678</u>	<u>197,352</u>
TOTAL OPERATING EXPENDITURES	<u>280,915</u>	<u>270,577</u>	<u>257,813</u>
 TOTAL PRO SHOP OPERATION EXPENDITURES	<u>350,201</u>	<u>336,469</u>	<u>316,057</u>
 OPERATING PROFIT (LOSS) BEFORE OTHER COSTS	<u>(126,171)</u>	<u>(80,775)</u>	<u>(1,698)</u>
 OTHER COSTS ASSOCIATED WITH OPERATIONS OF THE PRO-SHOP			
DEBT SERVICE PAYMENT-MAINTENANCE	15,382	21,378	56,557
IMPROVEMENT O/T BUILDINGS - MAINTENANCE	<u>-</u>	<u>3,961</u>	<u>-</u>
TOTAL OTHER COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>15,382</u>	<u>25,339</u>	<u>25,501</u>
 NET PROFIT (LOSS)	<u>\$ (141,553)</u>	<u>\$ (106,114)</u>	<u>\$ (27,199)</u>

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

MAINTENANCE

	<u>12/31/2010</u>	<u>12/31/2009</u>	<u>12/31/2008</u>
PERSONAL SERVICES			
REGULAR SALARIES	\$ 16,724	\$ 28,198	\$ 32,433
PART TIME SALARIES	-	-	735
OVERTIME	-	72	-
SEASONAL & OTHER	-	-	-
PAYROLL TAXES	1,279	2,099	2,484
PENSION	1,905	1,882	1,778
MEDICAL INSURANCE	1,946	3,752	4,473
UNEMPLOYMENT COMPENSATION	-	2,778	-
WORKER'S COMPENSATION	348	246	330
TOTAL PERSONAL SERVICES	<u>22,202</u>	<u>39,027</u>	<u>42,233</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES	-	-	-
CONTRACTUAL SERVICES	90,697	86,017	79,240
REPAIRS AND MAINTENANCE	15,684	19,725	10,442
UTILITY SERVICES-ELECTRICITY	7,591	9,457	10,929
UTILITY SERVICES-WATER	1,375	-	-
OPERATING SUPPLIES	70,511	52,125	43,324
FUEL, OILS, LUBRICANTS	8,179	6,611	6,259
TOOLS	-	-	-
LIABILITY INSURANCE	2,448	2,934	2,187
TELECOMMUNICATIONS	147	141	101
DUES AND SUBSCRIPTIONS	-	200	520
EDUCATION AND TRAINING	-	-	-
UNIFORMS	-	435	1,081
RENTALS AND LEASES	4,364	1,006	1,036
TOTAL OPERATING EXPENSES :	<u>200,996</u>	<u>178,651</u>	<u>155,119</u>
IMPROVEMENT O/T BUILDINGS	-	3,961	-
TOTAL CAPITAL OUTLAY :	<u>-</u>	<u>3,961</u>	<u>-</u>
PRINCIPAL PAYMENTS	15,382	21,378	53,806
INTEREST	-	-	2,751
TOTAL DEBT SERVICE	<u>15,382</u>	<u>21,378</u>	<u>56,557</u>
TOTAL MAINTENANCE	<u>\$ 238,580</u>	<u>\$ 243,017</u>	<u>\$ 253,908</u>

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

ADMINISTRATION

	<u>12/31/2010</u>	<u>12/31/2009</u>	<u>12/31/2008</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES - LEGAL	-	-	77
CONTRACTUAL SERVICES	405	451	249
UTILITY SERVICES-ELECTRICITY	2,097	2,293	3,026
REPAIRS AND MAINTENANCE	-	794	209
TELEPHONE	-	171	115
RISK MANAGEMENT	2,754	5,397	5,124
LICENSES AND FEES	-	-	-
TOTAL OPERATING EXPENSES :	<u>6,544</u>	<u>9,106</u>	<u>8,800</u>
TOTAL ADMINISTRATION	<u>\$ 6,544</u>	<u>\$ 9,106</u>	<u>\$ 8,800</u>

**CITY OF MIAMI SPRINGS, FLORIDA
GOLF & COUNTRY CLUB
ACTUAL VERSUS BUDGET
FOR THE PERIOD ENDING 12/31/10**

	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance Positive (Negative)</u>
TOTAL PRO-SHOP- REVENUES	<u>224,030</u>	<u>1,187,066</u>	<u>(963,036)</u>
TOTAL OPERATING EXPENDITURES	<u>350,201</u>	<u>1,278,456</u>	<u>928,255</u>
OPERATING PROFIT (LOSS) BEFORE CAPITAL EXPENDITURES AND DEBT SERVICE PAYMENTS	<u>(126,171)</u>	<u>(91,390)</u>	<u>(34,781)</u>
<u>OTHER REVENUES, TRANSFERS, AND EXPENDITURES:</u>			
DEBT SERVICE PAYMENT-MAINTENANCE	15,382	61,529	46,147
MACHINERY & EQUIPMENT	-	3,426	3,426
MACHINERY & EQUIPMENT-MAINTENANCE	-	54,786	54,786
IMPROVEMENTS O/T BUILDINGS - MAINTENANCE	<u>-</u>	<u>64,906</u>	<u>64,906</u>
TOTAL CAPITAL EXPENDITURES AND DEBT SERVICE PAYMENTS	<u>15,382</u>	<u>184,647</u>	<u>169,265</u>
OPERATING PROFIT (LOSS) BEFORE NON-OPERATING COSTS	<u>(141,553)</u>	<u>(276,037)</u>	<u>134,484</u>
<u>NON-OPERATING COSTS:</u>			
CITY ADMINISTRATIVE EXPENSES	<u>6,544</u>	<u>23,525</u>	<u>16,981</u>
TOTAL OTHER NON-OPERATING COSTS	<u>6,544</u>	<u>23,525</u>	<u>16,981</u>
OPERATING PROFIT (LOSS)	<u>\$ (148,097)</u>	<u>\$ (299,562)</u>	<u>\$ 151,465</u>

**CITY OF MIAMI SPRINGS, FLORIDA
ACTUAL VS BUDGET-PRO SHOP OPERATIONS
FOR THE PERIOD ENDING 12/31/10**

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Variance Positive (Negative)</u>
REVENUES			
GREEN FEES	\$ 170,678	\$ 856,052	\$ (685,374)
MEMBERSHIPS	8,975	88,140	(79,165)
CART REVENUES	13,732	83,039	(69,307)
RANGE FEES	17,964	100,498	(82,534)
GOLF - OTHER REVENUES	1,130	4,910	(3,780)
MERCHANDISE SALES	11,551	54,427	(42,876)
TOTAL PRO SHOP REVENUES	<u>224,030</u>	<u>1,187,066</u>	<u>(963,036)</u>
PERSONNEL EXPENSES			
REGULAR SALARIES	27,568	119,553	91,985
PART TIME SALARIES	31,608	108,797	77,189
OVERTIME	46	-	(46)
SEASONAL & OTHER	-	300	300
FICA TAXES	4,531	17,046	12,515
PENSION	2,969	9,772	6,803
MEDICAL INSURANCE	1,994	5,951	3,957
WORKER'S COMPENSATION	570	2,284	1,714
UNEMPLOYMENT COMPENSATION	-	-	-
TOTAL PERSONNEL SERVICES	<u>69,286</u>	<u>263,703</u>	<u>194,417</u>
OPERATING EXPENSES			
CONTRACTUAL & PROFESSIONAL SERVICES	3,021	11,150	8,129
RENTALS AND LEASES	18,282	60,697	42,415
REPAIRS AND MAINTENANCE	1,344	8,400	7,056
PRINTING AND BINDING	-	2,700	2,700
PROMOTIONS & ADVERTISING	6,248	18,400	12,152
OTHER CHARGES - BANK & CREDIT CARD CHARGES	6,798	27,850	21,052
OPERATING SUPPLIES	1,515	6,000	4,485
UTILITY SERVICES-ELECTRICITY	5,930	23,674	17,744
UTILITY SERVICES-WATER	117	253	136
LIABILITY INSURANCE	3,198	12,789	9,591
TELECOMMUNICATIONS	2,162	10,356	8,194
MERCHANDISE	6,794	39,235	32,441
DRIVING RANGE	1,139	9,000	7,861
OFFICE SUPPLIES	825	2,500	1,675
DUES AND MEMBERSHIPS	344	1,000	656
MAINTENANCE (Department Total)	<u>223,198</u>	<u>780,749</u>	<u>557,551</u>
TOTAL OPERATING EXPENDITURES	<u>280,915</u>	<u>1,014,753</u>	<u>733,838</u>
TOTAL PRO SHOP OPERATION EXPENDITURES	<u>350,201</u>	<u>1,278,456</u>	<u>928,255</u>
OPERATING PROFIT (LOSS) BEFORE OTHER COSTS	<u>(126,171)</u>	<u>(91,390)</u>	<u>(34,781)</u>
OTHER (REVENUES) COSTS ASSOCIATED WITH OPERATIONS OF THE PRO-SHOP			
TRANSFERS TO DEBT SERVICE FUND	15,382	61,529	46,147
MACHINERY & EQUIPMENT	-	3,426	3,426
MACHINERY & EQUIPMENT-MAINTENANCE	-	54,786	54,786
IMPROVEMENT O/T BUILDINGS	-	64,906	64,906
TOTAL OTHER (REVENUES) COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>15,382</u>	<u>184,647</u>	<u>169,265</u>
NET PROFIT (LOSS)	<u>\$ (141,553)</u>	<u>\$ (276,037)</u>	<u>\$ 134,484</u>

**CITY OF MIAMI SPRINGS, FLORIDA
GOLF COURSE
ACTUAL VS BUDGET- MAINTENANCE EXPENSES
FOR THE PERIOD ENDING 12/31/10**

<u>MAINTENANCE</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Variance Positive (Negative)</u>
PERSONAL SERVICES			
REGULAR SALARIES	\$ 16,724	\$ 69,733	\$ 53,009
OVERTIME	-	-	-
PAYROLL TAXES	1,279	4,911	3,632
PENSION	1,905	7,155	5,250
MEDICAL INSURANCE	1,946	5,843	3,897
UNEMPLOYMENT COMPENSATION	-	5,000	5,000
WORKER'S COMPENSATION	348	1,395	1,047
TOTAL PERSONAL SERVICES	<u>22,202</u>	<u>94,037</u>	<u>71,835</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES	-	5,000	5,000
CONTRACTUAL SERVICES	90,697	346,392	255,695
REPAIRS AND MAINTENANCE	15,684	63,000	47,316
UTILITY SERVICES-ELECTRICITY	7,591	35,900	28,309
UTILITY SERVICES-WATER	1,375	6,000	4,625
OPERATING SUPPLIES	70,511	175,000	104,489
FUEL, OILS, LUBRICANTS	8,179	29,000	20,821
TOOLS	-	4,000	4,000
LIABILITY INSURANCE	2,448	9,788	7,340
TELECOMMUNICATIONS	147	610	463
DUES AND SUBSCRIPTIONS	-	500	500
EDUCATION AND TRAINING	-	250	250
UNIFORMS	-	2,200	2,200
RENTALS AND LEASES	4,364	9,072	4,708
TOTAL OPERATING EXPENSES :	<u>200,996</u>	<u>686,712</u>	<u>485,716</u>
IMPROVEMENT O/T BUILDINGS	-	64,906	64,906
MACHINERY AND EQUIPMENT	-	54,786	54,786
TOTAL CAPITAL OUTLAY :	<u>-</u>	<u>119,692</u>	<u>119,692</u>
TRANSFERS TO DEBT SERVICE FUND	15,382	61,529	46,147
TOTAL DEBT SERVICE	<u>15,382</u>	<u>61,529</u>	<u>46,147</u>
TOTAL MAINTENANCE	<u>\$ 238,580</u>	<u>\$ 961,970</u>	<u>\$ 723,390</u>

CITY OF MIAMI SPRINGS, FLORIDA
 GOLF COURSE
 ACTUAL VS BUDGET- ADMINISTRATION EXPENSES
 FOR THE PERIOD ENDING 12/31/10

<u>ADMINISTRATION</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Variance Positive (Negative)</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES - LEGAL	-	475	475
CONTRACTUAL SERVICES	405	475	70
UTILITY SERVICES-ELECTRICITY	2,097	9,330	7,233
UTILITY SERVICES-WATER	1,288	-	(1,288)
REPAIRS AND MAINTENANCE	-	1,500	1,500
TELEPHONE	-	725	725
RISK MANAGEMENT	2,754	11,020	8,266
TOTAL OPERATING EXPENSES :	<u>6,544</u>	<u>23,525</u>	<u>16,981</u>
TOTAL ADMINISTRATION	<u>\$ 6,544</u>	<u>\$ 23,525</u>	<u>\$ 16,981</u>

CHART E

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

GREEN & CART FEES

TYPE
RACK RATES

	12/31/2010					12/31/2009		
	Number	%	Revenues	%	Avg Per Round	Number	Revenues	Avg Per Round
Weekend Non-Resident	349	4.7%	16,224	8.2%	46.49	412	19,221	46.65
Weekday Non-Resident	482	6.5%	17,654	8.9%	36.63	488	17,878	36.64
Weekend/Holiday Resident	207	2.8%	8,450	4.3%	40.82	195	8,234	42.23
Weekday Resident	87	1.2%	2,924	1.5%	33.61	49	1,585	32.35
TOTALS FOR TOP RACK RATES	1,125	15.2%	\$ 45,252	22.8%	\$ 40.22	1,144	\$ 46,918	\$ 41.01
SEASONAL(A); DISCOUNT(B); PROMOTIONAL RATES(C)								
resident Weekend > 11:00 (B)	331	4.5%	11,277	5.7%	34.07	347	11,890	34.27
Non resident Weekend > 11:00 (B)	231	3.1%	8,616	4.3%	37.30	324	12,183	37.60
Twilight-Weekday	604	8.2%	17,990	9.1%	29.78	585	17,271	29.52
Twilight-Weekend	535	7.2%	17,067	8.6%	31.90	654	20,919	31.99
Tee Time USA		0.0%		0.0%	#DIV/0!	3	81	27.00
Shootout (C)	200	2.7%	4,943	2.5%	24.72	59	1,654	28.03
Seniors Weekday	1,863	25.1%	45,953	23.2%	24.67	2,132	52,148	24.46
Group Rate Weekend (B)	237	3.2%	9,721	4.9%	41.02	285	11,454	40.19
Spectator	5	0.1%	90	0.0%	18.00	11	198	18.00
Prime Timers (C)	45	0.6%	960	0.5%	21.33	80	1,627	20.34
Teacher, Police, Fire	35	0.5%	874	0.4%	24.97	175	4,640	26.51
Men's Golf Assoc.(A)	38	0.5%	1,560	0.8%	41.05	61	2,480	40.66
Womens's Golf Assoc.(A)		0.0%		0.0%	-	-	-	#DIV/0!
Junior	62	0.8%	463	0.2%	7.47	36	269	7.47
Junior with Parent	29	0.4%	522	0.3%	18.00	17	306	18.00
PGA Golf Pass Weekday (C)		0.0%		0.0%	-	-	-	#DIV/0!
PGA Member	71	1.0%	1,277	0.6%	17.99	35	630	18.00
Can-Am Golf (B)	12	0.2%	336	0.2%	28.00	42	1,177	28.02
Other Cart		0.0%		0.0%	-	-	-	#DIV/0!
Tax Exempt Tournament	341	4.6%	8,701	4.4%	25.52	622	15,871	25.52
Replay 18 Holes	1	0.0%	19	0.0%	-	-	-	#DIV/0!
Replay 9 Holes	1	0.0%	12	0.0%	12.00	8	95	12
TOTALS FOR OTHER DISCOUNTED RACK RATES	4,641	62.6%	\$ 130,381	65.7%	\$ 28.09	5,476	\$ 154,893	\$ 28.29
TOTALS FOR ALL RACK RATES	5,766	77.8%	\$ 175,633	88.5%	\$ 30.46	6,620	\$ 201,811	\$ 30.49
Membership Activity:								
Member 18 Hole cart	660	8.9%	12,335	6.2%	18.69	981	18,332	18.69
9-Hole Member Cart Rate	66	0.9%	787	0.4%	11.92	116	1,383	11.92
Trail Fee	2	0.0%	775	0.4%	-	0	-	0
Membership pro rated income		0.0%	8,975	4.5%	0		15,420	0
Member walk	914	12.3%		0.0%	0	1,432	-	0
TOTALS FOR ALL MEMBER ROUNDS	1,642	22.2%	\$ 22,872	11.5%	\$ 13.93	2,529	\$ 35,135	\$ 13.89
TOTALS FOR ALL PAID ROUNDS THRU 12/31/09	7,408	100.0%	\$ 198,505	100.0%	\$ 26.80	9,149	\$ 236,946	\$ 25.90
Employee Rounds	30		-			77	-	
Comp rounds	5		-			4	-	

Note:

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

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Mayor Carlos Alvarez
Miami-Dade County

Representative Carlos Lopez-Cantera
Chair, Miami-Dade Delegation

MIAMI-DADE DAYS CHAIRMAN
Monty Trainer

CHAIRMAN EMERITUS
Senator Sherman Winn
(1923 - 2008)

DADE DAYS FOUNDER EMERITUS
Representative John F. Cosgrove
(1949 - 2006)

LEGISLATIVE LIAISONS

Senator Anitere Flores
Vice Chair, Miami-Dade Delegation

Commissioner Joe A. Martinez
Miami-Dade County
Commission Chairman

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Audrey Edmonson, Vice Chairman
Bruno A. Barreiro
Lynda Bell
José "Pepe" Diaz
Carlos A. Gimenez
Sally A. Heyman
Barbara J. Jordan
Jean Moneslime
Dennis C. Moss
Natalcha Seijas
Rebeca Sosa
Javier D. Souto

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ATKINS & PBS&J

Albert Arazoa
County Farm Bureau

Ninick F. Barbera
Metro Dade Fire Fighters IAFF Local 1403

Rodney Barreto
Floridan Partners, LLC

Karyn Cunningham
United Teachers of Dade

Alex Dominguez
Miami-Dade Legislative Delegation

Raul Dube
Ultra Aviation

Mary Finlan
Greater Homestead/Florida City
Chamber of Commerce

Alex Gonzalez
Waste Management

Ines Gutierrez
Sky King Airlines

Jennifer Guy
Baptist Health South Florida

Jeanie Hernandez
Comcast

Richard Kuper
Miami-Dade County League of Cities

Iraida R. Mendez-Cartaya
Miami-Dade County Public Schools

Fatima Perez
AT&T Florida

Joe Rasco
Miami-Dade County

Ana Maria Rodriguez
The Mestre Group

Mary Scott Russell
Chamber South

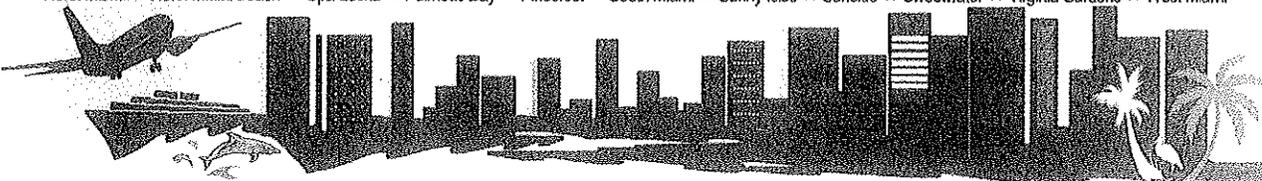
Sam Talbert, III
Greater Miami Convention
& Visitors Bureau

MIAMI-DADE DAYS COORDINATORS

Robert M. Levy
850.681.0254

Dianne W. Raulson
305.944.2053

Aventura * Bal Harbour * Bay Harbor Islands * Biscayne Park * Coral Gables * Cutler Bay * Doral * El Portal * Florida City * Golden Beach * Hialeah * Hialeah Gardens * Homestead * Indian Creek * Key Biscayne * Medley * Miami * Miami Beach * Miami Gardens * Miami Lakes * Miami Springs * Miami Shores * North Bay Village * North Miami * North Miami Beach * Opa-Locka * Palmetto Bay * Pinecrest * South Miami * Sunny Isles * Surfside * Sweetwater * Virginia Gardens * West Miami



Miami-Dade County Days in Tallahassee ☆ APRIL 6 & 7, 2011

January 2011

Dear Miami-Dade County Days Participants and Sponsors,

The 2011 Florida Legislative Session will present many new challenges for the communities and organizations that make up our vibrant county. Miami-Dade County Days in Tallahassee will take place on April 6th & 7th, 2011. On behalf of Representative Carlos Lopez-Cantera, Miami-Dade County Delegation Chair; Senator Anitere Flores, Vice Chair of the Miami-Dade County Delegation; Miami-Dade County Mayor, Carlos Alvarez; Commission Chairman Joe Martinez and Vice Chair Audrey M. Edmonson, we welcome you to join us.

On the morning of Wednesday, April 6, we will depart to Tallahassee from Miami International Airport (MIA). Upon our arrival, we will take part in the Tourist Development Council of Miami-Dade County's "World Famous Paella Fest," which is open to everyone. Wear your colorful New World School of the Arts ties and scarves, sponsored by Baptist Health South Florida, to show your community spirit.

Our Wednesday afternoon seminar will be "Meet Our Invited New Cabinet Officials." The seminar will take place from 2:00 to 4:00 p.m., in the Capitol Building - Lower Level - Cabinet Meeting Room. Invited officials include Commissioner Jeff Atwater, Chief Financial Officer; Commissioner Pam Bondi, Attorney General; and Adam Putnam, Commissioner of Agriculture. Also invited are the new Secretary of State and new Supervisor of Elections.

"Mambo Kings," starting at 8:00 p.m. on Wednesday evening, will take place at E. Peck Green Park again by popular demand. This is a ticketed event.

On Thursday morning, April 7, our "Meet Our Invited New Department Heads" seminar will be held from 9:00 to 11:00 a.m. at the Florida Association of Realtors - 200 South Monroe Street. Invited guests include new department heads from the Florida Department of Transportation, the Department of Highway Safety and Motor Vehicles, the Department of Community Affairs, the Department of Business and Professional Regulations, the Agency for Health Care Administration and the Department of Health.

At 11:45 a.m. on Thursday, April 7, we will have our annual awards luncheon at Kleman Plaza. The luncheon will honor people who have made a tremendous impact in our community. This is a ticketed event.

The cost for Miami-Dade County Days 2011 is \$950 per person. This includes your charter flight, hotel accommodations, registration and tickets to all Dade Days events, as well as transportation while in Tallahassee. The charter flight will return to MIA early Thursday evening. The registration fee is \$175 per person if you choose to make your own travel and hotel arrangements. All applications must be returned to our office by Tuesday, March 1! You will receive the final schedule of all Dade Days events along with your confirmation information, including air charter arrival and departure times and name of your hotel, the week of March 21, 2011.

For 22 years, your sponsorship and participation have been instrumental in helping promote the needs of our community. We could not accomplish Dade Days without the tremendous support of our sponsors, liaison board members and a host of behind the scenes volunteers. Thank you on behalf of Bob Levy, Dianne Raulson and our liaison board. YOU make Dade Days happen!

Agenda Item No.

City Council Meeting of:

FEB 14, 2011

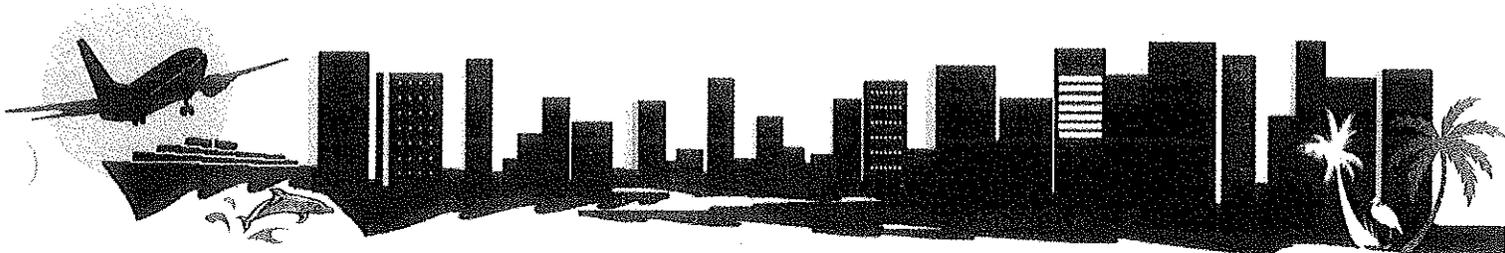
See you in Tallahassee!

Monty Trainer
Chairman

MIAMI-DADE COUNTY DAYS, INC.

13899 Biscayne Blvd., Suite 109 • North Miami Beach, FL 33181 • 305.944.2053 • Fax: 305.675.0446

Email: dadedays@att.net • www.dadedays.com



MIAMI-DADE COUNTY DAYS IN TALLAHASSEE ☆ April 6 & 7, 2011

2011 SPONSORSHIP OPPORTUNITIES

SIGNATURE SPONSOR **\$15,000 & ABOVE**

- ☆ Exclusive appearance on Comcast "Newsmakers" program airing on CNN Headline News
- ☆ Includes all Platinum Sponsor benefits

PLATINUM SPONSOR **\$10,000**

- ☆ Two complete travel packages
- ☆ Two VIP Tables at Dade Days Luncheon
- ☆ Logo inclusion in a minimum of 75 PSA's airing on various Comcast Cable networks saluting Dade Days and the legislative session
- ☆ Company Brochure / giveaways distributed to all registered participants
- ☆ Celebrity server at "Paella Fest"
- ☆ Recognition in Dade Days media and print materials
- ☆ Web link to your company or organization on www.dadedays.com

GOLD SPONSOR **\$5,000**

- ☆ One complete travel package
- ☆ One VIP Table at Dade Days Luncheon
- ☆ Logo inclusion in a minimum of 50 PSA's airing on various Comcast Cable networks saluting Dade Days and the legislative session
- ☆ Company Brochure / giveaways distributed to all registered participants
- ☆ Celebrity server at "Paella Fest"
- ☆ Recognition in Dade Days media and print materials
- ☆ Web link to your company or organization on www.dadedays.com

SILVER SPONSOR **\$2,500**

- ☆ Brochure / giveaways distributed to all registered participants
- ☆ Recognition in all media and print materials
- ☆ Web link to your company or organization on www.dadedays.com

BRONZE SPONSOR **\$1,000**

- ☆ Brochure / giveaways distributed to all registered participants
- ☆ Recognition in all media and print materials

FRIENDS OF DADE DAYS SPONSOR **LESS THAN \$1,000**

- ☆ Mentioned in all media and print materials

YOU MAKE DADE DAYS HAPPEN!

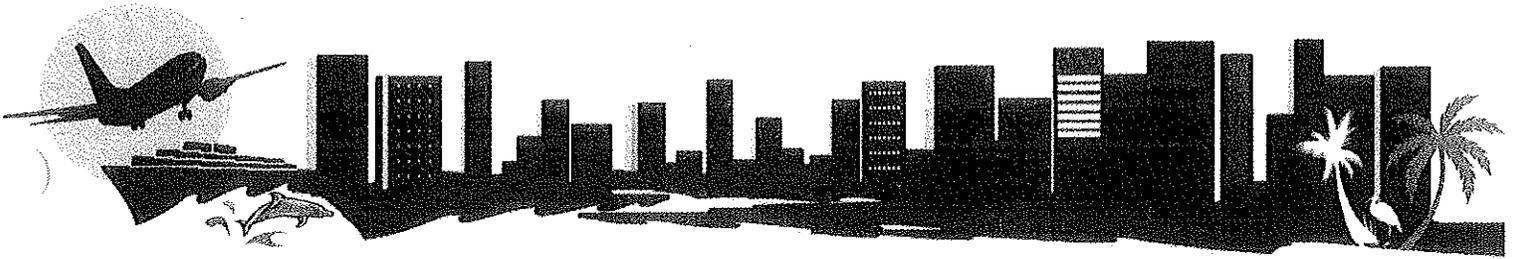
FOR ADDITIONAL INFORMATION CONTACT:

BOB LEVY: 850-681-0254 / Email: levywolf@aol.com

DIANNE RAULSON: 305-944-2053 / Email: dadedays@att.net

www.dadedays.com

**Packages include: charter plane tickets, hotel, transportation and tickets to all events*



MIAMI-DADE COUNTY DAYS IN TALLAHASSEE ☆ April 6 & 7, 2011

2011 APPLICATION

(Please type all information or print neatly)

Name(s) & Title(s): _____

Company/Organization: _____

Address: _____

City/State/Zip Code: _____

Phone: _____ Fax: _____

Contact E-Mail: _____

***FOR CHARTER FLIGHT PASSENGERS ONLY!!:** DATE OF BIRTH _____
(This information will be kept confidential.) SOCIAL SECURITY # _____

ALL INFORMATION REQUESTED ABOVE MUST BE COMPLETED!

ALL APPLICATIONS MUST BE RECEIVED BY TUESDAY, MARCH 1, 2011. THERE WILL BE NO REFUNDS.

The cost of our complete travel package is \$950, which includes round-trip travel on our charter flight, hotel accommodations, and your registration packet (tickets to all events and charter bus transportation while in Tallahassee). We also offer the option of purchasing roundtrip air travel, hotel accommodations, and registration packets separately.

We have limited rooms at the hotels, and priority will be given to those who purchase the complete package. Please be advised that our sponsors and elected officials have first priority for hotel assignments. Payment by check is preferred. We do not accept any credit cards.

I would like to purchase _____ complete travel package(s) at the cost of \$950.00 each.

- or -

I would like to purchase _____ registration packet(s) at the cost of \$175.00 per person.

I would like to purchase _____ roundtrip plane ticket(s) at the cost of \$525.00 each*.

**Please write your date of birth and social security number in the spaces provided above.*

I would like to purchase _____ hotel room(s) at the cost of \$250 per room, per night**.

***To arrange hotel accommodations for more than one night, please call our office at (305) 944-2053.*

Please make all checks payable to: "MIAMI-DADE COUNTY DAYS, INC."

13899 Biscayne Blvd., Suite 109 • North Miami Beach, Florida 33181

Phone: 305.944.2053 • Fax: 305.675.0446 • E-mail: dadedays@att.net • www.dadedays.com

A DETAILED ITINERARY INCLUDING YOUR HOTEL, AIR CHARTER AND SCHEDULE OF EVENTS WILL BE MAILED THE WEEK OF MARCH 21, 2011.

Magali Valls

From: Magali Valls
Sent: Thursday, January 27, 2011 10:59 AM
To: 'mdclc@bellsouth.net'
Cc: James R. Borgmann; Ronald K. Gorland; Jan Seiden; 'Billy Bain'; 'Bob Best'; 'Dan Espino'; 'George V. Lob'; 'Jennifer Ator'
Subject: MDCLC Board

With reference to your telephone call today, Mayor Bain has asked me to notify you that he is the Director and will continue representing the City. As to the Alternate, we will schedule an agenda item for the February 14th Council meeting to designate a Council member as Alternate.

The Mayor wanted to remind you that we will have elections in April.

*Magali Valls, CMC
City Clerk
City of Miami Springs
201 Westward Drive
Miami Springs, FL 33166
Telephone: 305.805.5006
Fax: 305.805.5028
e-mail: vallsm@miamisprings-fl.gov*





MIAMI-DADE COUNTY LEAGUE OF CITIES

226 East Flagler Street • Suite 200 • Miami, FL 33131
Phone 305.416.4155 Fax 305.416.4157 www.mdclc.org

Richard Kuper, Esq.
Executive Director

September 16, 2010

The Honorable Billy Bain
Mayor, City of Miami Springs
201 Westward Drive
Miami Springs, FL 33166

Immediate Past President
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Mayor, Miami Gardens
Past Presidents
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State Representative, District 106
Hon. Manuel Marafio
Mayor, City of Sweetwater
Hon. Eduardo Gonzalez
State Representative, District 102
Hon. Isaac Silver
Councilman, Town of Bay Harbor Islands
Hon. Julio Robaina
Mayor, City of Hialeah
Hon. R.S. Shiver
Commissioner, City of Florida City
Hon. Wilfredo "Willy" Oeri
Commissioner, City of Miami
Hon. Paul Vogel
Commissioner, City of North Bay Village
General Counsel
Howard B. Leonard, Esq.

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First Vice President
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Second Vice President
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Hon. Joseph Kolley
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Secretary
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Commissioner, Miami Beach
Treasurer
Hon. Cindy Lerner
Mayor, Pinecrest

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Commissioner, South Miami
Hon. Norman Edelcup
Mayor, Sunny Isles Beach
T.B.A.
Surfside
Hon. Orlando Lopez
Commissioner, Sweetwater
Hon. Spencer Dene IV
Mayor, Virginia Gardens
Hon. Eduardo Muhina
Mayor, West Miami

Dear Mayor Bain:

Allow me this opportunity to first thank you for your continued participation in and support of the Miami-Dade County League of Cities (MDCLC). President Michael Blynn, and myself are well aware that MDCLC's success is a direct result of the hard work and dedication of its members. For this reason, we need your cooperation in making appointments to the Board.

Each member municipality designates one of its elected officials to serve as a Director and one as an alternate of the League for a period of one year. The term commences at the date of the Annual Meeting which has been changed to the month of February, and runs until the following February.

Allow this letter to serve as a kind reminder that you are required to designate a Director and an alternate to represent your municipality on the MDCLC's Board preferably before the December Board Meeting. Please send us a note to the League office naming your appointments.

Thank you for your continued cooperation and support.

Sincerely,

Richard Kuper, Esq.
Executive Director

RK/mr

Attorneys at Law

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

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

M E M O R A N D U M

TO: MAYOR AND CITY COUNCIL

FROM: JAN K. SEIDEN, City Attorney

DATE: FEBRUARY 2, 2011

RE: DISCUSSION REGARDING THE ROLE OF THE ARCHITECTURAL REVIEW BOARD WITHIN THE NEW DISTRICT BOUNDARY REGULATIONS FOR NW 36TH STREET

As a result of follow-up conversations with the City's Administrative Staff and Lorraine Tappen, of Calvin, Giordano & Associates, regarding the role of the Architectural Review Board to be included within the new District Boundary Regulations for Northwest 36th Street, it has become apparent that direction from the City Council is required.

In further reviewing the provisions contained in Code Sections 32-100(H) and (I), it is apparent that the Architectural Review Board is currently mandated to review the types of projects that will be proposed for development on Northwest 36th Street (see provisions attached hereto).

Additionally, the existing jurisdictional provisions are consistent with the "Development Review Procedure" slide recently provided by the City's consultants during their presentation to the City Council (see Level #3 of attached slide).

The issues that are raised by the existing Ordinance provisions and the consultant's proposed development review procedure are as follows, to-wit:

Agenda Item No.

City Council Meeting of:

FEB. 14, 2011

February 2, 2011

- Is the involvement of the Architectural Review Board in the development review process contrary to the City's stated goal of "streamlining" the process?
- Are the functions assigned to the Architectural Review Board duplicitous of the proposed "preliminary review and approval process" and the "plans submittal to City process" proposed in the consultant's development review process.
- Do the multiple review and approval processes constitute a detrimental and discouraging factor to developers?
- If the Board and its role are maintained, should the Board be reconstituted to require that all Board members possess specific "professional" credentials?

It is important that the City Council consider the foregoing issues and provide direction to the City's consultants and staff, so that the process of drafting the District Boundary Regulations for Northwest 36th Street is not delayed.

Sincerely,



JAN K. SEIDEN

JKS:jll
Enclosures

ARTICLE XVI. ARCHITECTURAL REVIEW BOARD**Sec. 32-100. Architectural Review Board—Established.**

There is hereby created an Architectural Review Board to review, discuss, and make recommendations to the City Council on plans, specifications, and designs. for commercial projects in accordance with the adopted and approved policies, standards and ordinances of the City.

- (A) *Advisory Board.* The Architectural Review Board shall function as an Advisory Board for the City Council.
- (B) *Board membership; terms of office.* The Architectural Review Board shall consist of five members. Each member of the City Council, including the Mayor, shall appoint one Board member for a two-year term. Members shall be qualified electors of the City. If for any reason, an appointment should not be made to fill an expired term, the incumbent will continue to serve until a successor has been appointed. No Board member shall serve on any other Board or Commission of the City while holding this office. No Board member who shall have served three consecutive terms of office shall be eligible to serve an additional term of office for two years thereafter, unless the appointment for any subsequent additional term shall be confirmed by a majority of City Council.
- (C) *Vacancies.* In the event of the death, removal, or resignation of a Board member, a successor shall be appointed to fill the unexpired term of the City Council member who made the original appointment. In the event the original City Council member is no longer in office, the successor in office shall fill the unexpired term.
- (D) *Chairman.* The Board shall elect its own chairman, who shall serve at the will of the Board. In addition, the Board shall determine the chairman's term of office and number of terms that may be consecutively served.
- (E) *Procedural rules and regulations.* The Board shall prescribe and adopt its own rules and regulations. However, the Board shall comply with the following:
 - (1) All meetings of the board shall be held on a monthly basis and be open to the public.
 - (2) The Board shall keep minutes of its proceedings, showing the vote of each member on each question or, if absent or failing to vote, indicating that fact. In addition, the board shall keep records of all its proceedings and other official actions, all of which shall be immediately filed in the city clerk's office, and shall be a public record.
 - (3) Board action shall require the presence of a quorum of three Board members.
 - (4) All actions of the Board shall be approved by a majority vote, except that no less than three like votes are required if less than the entire Board is voting.

- (F) *Consultant and support services.* The Board shall act only in an advisory capacity to the City Council and no act or decision of the Board shall be considered an act of the City. All consultant and support services to be furnished to the Board must be requested from, and approved by, the City Council prior to the services being secured. In no way can any act of the Board exceed the specific authorization and power conferred upon it by the City Council.
- (G) *Duties and responsibilities.* The duties and responsibilities of the Board shall be as follows:
- (1) To act as an Advisory Board for the City Council in all matters relating to the architectural and design ordinances, issues and policies of the City.
 - (2) To perform all tasks, studies, or activities as may be directed by the City Council in regard to any and all architectural and design matters which may impact the City.
 - (3) To make recommendations to the City Council in regard to the architectural and design impact of any future development or facilities located within the City.
 - (4) To conduct meetings to solicit the ideas and opinions of citizens, design professionals, and all other knowledgeable persons in regard to all matters relating to architectural and design of developments and facilities to be located within the City.
 - (5) To secure information, data, and exhibits to assist the City Council in regard to all matters relating to architectural and design of developments and facilities to be located within the City.
 - (6) To provide the City Council with suggestions for architectural and design policies, positions, projects and programs of the City.
- (H) *Recommendations on plans, specifications and designs.* As a condition of the granting of any building permit or other related and required building or construction approval, the Board shall consider and make recommendations to the City Council in regard to any act plans, specifications and designs submitted in connection with applications for such recommendations. The recommendation of at least a majority of the Board, evidenced by the minutes of the Board action, shall be a prerequisite for the automatic review of the Board's recommendations by the City Council within 30 days of the action of the Board in regard to any plans, specifications or designs received for review.
- (I) *Notice of review by Board.* In every case where the Board is scheduled to review preliminary plans for additions, exterior alterations and/or new construction of commercial projects, the Secretary of the Board shall cause a notice of the meeting to be given in the following manner:
- (1) Posting of property.
 - (a) Each property shall be posted at least five days prior to the Board meeting. Such posting shall consist of a sign, the face surface of which shall not be larger than 40 square inches in area, the color of which shall be yellow with black lettering and shall contain the following language:

**NOTICE
ARCHITECTURAL REVIEW BOARD
REVIEW OF PRELIMINARY PLANS**

PHONE: _____

HEARING NO: _____

HEARING DATE: _____

- (b) The sign shall be erected in full view of the public on each street side of such property. Where large parcels of property are involved with street frontages extending over considerable distances, as many signs shall be erected on the street frontage as may be deemed adequate to inform the public.
 - (c) If such a sign is placed on a vacant lot or parcel of land, it shall be securely nailed or otherwise fastened securely to a stake or post which itself shall be fastened securely into the ground. Said sign shall not be located nearer than ten feet nor more than 15 feet from the street property line, provided, however, that where said property is improved by a building, the main part of which is less than ten feet from said property line, the sign may be placed upon the front and/or side of the building, or upon a front and/or side door and/or window of the building. Whenever a building on improved property is located more than ten feet from the street property line, the sign shall be erected as provided for on vacant property.
 - (d) The height of such sign shall be erected to project not more than three feet above the surface of the ground.
 - (e) It shall be a misdemeanor in the second degree, punishable pursuant to Florida Statute 775.082 and 775.083, if any unauthorized person shall tamper with or remove the signs posted pursuant to this section.
- (J) *Authority to require modifications.* It shall be the duty of the Board to make such recommendations for changes, if any, in any plans, specifications or designs presented as may be necessary to conform to the policies, standards and ordinances of the City of Miami Springs. The Board may also suggest or recommend such changes in said plans, specifications or designs, as in its judgment may be requisite or appropriate to the maintenance of the standards of construction, architecture, beauty and harmony currently existing in the City.
- (K) *Fees for examination of plans, specifications and designs.* For examination of plans, specifications and designs by the Board, there shall be charged and collected by the City, in addition to all other building permit fees which are now or which may hereafter be prescribed by ordinance, the following:
- (1) A fee of \$1.00 per \$1,000, or fraction thereof, of the estimated cost of the construction involved, with a minimum fee of \$50.00 for each set of plans, specifications and designs submitted, which shall be paid at the time of the submission of the plans, specifications and designs for examination.

- (2) A fee of \$50.00 for each resubmittal shall be paid prior to any subsequent review of the Board.
- (3) An additional fee of \$50.00 shall be paid if the project is to be posted prior to the Board's initial review or resubmittal review.

(Ord. 901-03, passed 9-22-03; amend. Ord. 916-04, passed 10-11-04)

Note—Formerly, § 151-59.

Development Review Procedure

PRC Preliminary Review and Approval

PRC as independent member of
Architectural Review Board (ARB)

Zoning and Planning Board

City Council

Calvin, Giordano
& Associates, Inc.
Redevelopment Solutions!

NW 36th Street District



DEV. 9. 2011 1. ITEM OF STAFF, ETCHMAN WJ. 9729 P. 2

DEVELOPMENT REVIEW PROCEDURE
(For Inclusion in District Boundary Regulations)

Voluntary or mandatory preliminary review proposed plans and project designs with City Staff (at no cost) *

* City Staff will include City Building Official, City Planner, City Manager, Assistant City Manager, City Attorney and City Consultants; (Does not include any City Board or Board Member).

SUBMITTAL OF PLANS/DESIGNS OF PROJECT TO CITY BUILDING DEPARTMENT*

* Back-and-forth comments, corrections, revisions and additions between Building Department Staff and developer representatives and professionals.

BOARD OF ADJUSTMENT *

* Only if variances are being sought.

SUBMITTAL OF PLANS AND DESIGNS TO CITY ENGINEERS FOR TECHNICAL REVIEW *

* External independent review of plans and designs by professionals - at applicant's cost.

CITY ENGINEER'S REPORT ON PLANS AND
DESIGNS TO ZONING AND PLANNING
BOARD FOR REVIEW *

* This is generally a ministerial act if City
engineering firm has completed their duties.

CITY COUNCIL REVIEW *

* Final review of plans and designs - should
also be ministerial review of proposed project.

NOTE:

Applications for special relief (i.e., alley or street vacations) would be handled by Zoning and Planning Board and City Council, earlier in schedule than indicated in chart on an "as needed" basis.

NOTE:

Architectural Review Board is excluded from process; If required, could be included in first submittal stage.

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 Billy Bain and Members of the City Council

VIA: James Borgmann, City Manager

FR: William Alonso, CPA, CGFO, Finance Director

Date: February 14, 2011

Re: Procurement Card rebate for FY2010

I just received the attached report from Suntrust regarding our rebate for P-Card transactions during fiscal year 2010. We will be receiving a rebate check for \$9,919.

Remember that we began using the cards in April 2010 so this rebate is for a nine month period. We will continue to use the card as much as possible during FY2011 in an effort to generate higher rebates in future years.

We would like to thank council for approving this program last year and this is one of the many benefits from the program.

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FEB 14, 2011

City of Miami Springs 2010 Rebate Calculation

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Pur - Credit	\$ 350	\$ 3,339	\$ 15,529	\$ 15,454	\$ 8,040	\$ 15,466	\$ 394,652	\$ 174,635	\$ 38,223	\$ 16,580	\$ 36,901	\$ 15,444	\$ 734,613
VLT*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Spend	\$ 350	\$ 3,339	\$ 15,529	\$ 15,454	\$ 8,040	\$ 15,466	\$ 394,652	\$ 174,635	\$ 38,223	\$ 16,580	\$ 36,901	\$ 15,444	\$ 734,613
Standard BPS	0.0135	0.0135	0.0135	0.0135	0.0135	0.0135	0.0135	0.0135	0.0135	0.0135	0.0135	0.0135	0.0135
VLT BPS	0.0035	0.0035	0.0035	0.0035	0.0035	0.0035	0.0035	0.0035	0.0035	0.0035	0.0035	0.0035	0.0035
Rebate	\$ 5	\$ 45	\$ 210	\$ 209	\$ 109	\$ 209	\$ 5,328	\$ 2,358	\$ 516	\$ 224	\$ 498	\$ 208	\$ 9,919

*VLT - Visa Large Ticket Transactions



**OFFICE OF THE CITY CLERK
MEMORANDUM**

TO: Honorable Mayor Bain and Members of the City Council
FROM: Magali Valls, City Clerk *M. Valls*
DATE: February 8, 2011
SUBJECT: Recommendation that Council Waive the Competitive Bid Process and Approve an Expenditure of not to Exceed \$30,000 for Advertising in The Miami Herald, the Sole Source Provider, Pursuant to Section 31.11 (E) (6) (c) of the City Code

REASON: This is an election year and we will need to advertise early voting, logic and accuracy test dates, change of polling place location, sample ballot, canvassing board schedule, etc. in The Miami Herald.

COST: \$30,000 (approximately)

FUNDING: Advertising – City Clerk
001-0301-513-48-02

Procurement Approval: *TP*

cc: City Manager
Assistant City Manager
City Attorney

Agenda Item No. 10F

City Council Meeting of:

2-14-2011

JMB

FEB 14, 2011

RESOLUTION NO. 2011-3504

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS AUTHORIZING THE CITY TO APPLY FOR, AND ACCEPT, IF AWARDED, A \$9,937.50 2011 NATIONAL URBAN AND COMMUNITY FORESTRY GRANT WITH THE STATE OF FLORIDA ON AN EQUAL MATCHING AMOUNT BASIS, DIRECTING THE PROPER OFFICERS AND OFFICIALS OF THE CITY TO EXECUTE THE GRANT MEMORANDUM OF AGREEMENT WITH THE STATE OF FLORIDA, DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES, DIVISION OF FORESTRY; EFFECTIVE DATE.

WHEREAS, the existing tree canopy and current designation as a "Tree City USA" are sources of great pride to the City of Miami Springs and its citizens; and,

WHEREAS, the City of Miami Springs is desirous of applying for a 2011 National Urban and Community Forestry Grant with the State of Florida which would provide monies to improve the condition of the community's tree canopy; and,

WHEREAS, the proposed grant award of \$9,937.50 would be specifically conditioned upon the City's match of the amount of the award; and,

WHEREAS, the City Council is desirous of authorizing the proper officers and officials of the City to apply for, and accept, if awarded, the matching 2011 National Urban and Community Forestry Grant:

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 authorizes the City to apply for, and accept, if awarded, a \$9,937.50 National Urban and Community Forestry Grant with the State of Florida on an equal matching amount basis.

Section 2: That the City Council of the City of Miami Springs hereby directs the proper officers and officials of the City to execute the required Memorandum of Agreement between the City of Miami Springs and the Florida Department of Agriculture and Consumer Services to secure the grant award.

Section 3: That the provisions of this Resolution shall be effective immediately upon adoption by the City Council.

(THIS SPACE INTENTIONALLY LEFT BLANK)

PASSED AND ADOPTED by the City Council of the City of Miami Springs, Florida,
this 14th day of February, 2011.

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

Vice Mayor Ator	" _____ "
Councilman Best	" _____ "
Councilman Espino	" _____ "
Councilman Lob	" _____ "
Mayor Bain	" _____ "

Billy Bain
Mayor

ATTEST:

Magali Valls, CMC
City Clerk

APPROVED AS TO LEGALITY AND FORM:


Jan K. Seiden, City Attorney



ADAM H. PUTNAM
COMMISSIONER

Submit Bids to:
Florida Department of Agriculture and Consumer Services
407 South Calhoun Street - Mayo Building, Room SB-8
Tallahassee, FL 32399-0800

Telephone: (850) 617-7181

Page 1 of <u>66</u> Pages	BIDS NO. RFP/DF-10/11-30
AGENCY MAILING DATE: January 20, 2011	WILL BE OPENED MARCH 18, 2011 @ 2:00 P.M. and may not be withdrawn within 90 days after such date and time
NOTICE OF INTENDED AWARD POSTING WILL BE ON OR ABOUT May 20, 2011	
BID TITLE: 2011 NATIONAL URBAN AND COMMUNITY FORESTRY GRANT PROGRAM	

VENDOR NAME CITY OF MIAMI SPRINGS	AUTHORIZED SIGNATURE (MANUAL)
VENDOR MAILING ADDRESS 345 N. ROYAL POINCIANA BLVD	AUTHORISED SIGNATURE (TYPED) TITLE ROBERT T. WILLIAMS PUBLIC WORKS DIRECTOR
CITY - STATE - ZIP MIAMI SPRINGS, FL 33166	
TELEPHONE: (<u>305</u>) <u>805-5170</u>	

I certify that this Proposal is made without prior understanding, agreement, or connection with any corporation firm, or person submitting a proposal for the same materials, supplies or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this Proposal and certify that I am authorized to sign this Proposal for the Proposer and that the Proposer is in compliance with all requirements of the Request for Proposal including but not limited to, certification requirements. In submitting a Proposal to an agency for the State of Florida, the Proposer offers and agrees that if the Proposal is accepted, the Proposer will convey, sell, assign or transfer to the State of Florida all rights, title and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by the State of Florida. At the State's discretion, such assignment shall be made and become effective at the time the purchasing agency tenders final payment to the Proposer.

GENERAL INSTRUCTIONS TO RESPONDENTS

- Definitions.** The definitions found in s. 60A-1.001, F.A.C. shall apply to this agreement. The following additional terms are also defined:
 - "Buyer" means the entity that has released the solicitation. The "Buyer" may also be the "Customer" as defined in the PUR 1000 if that entity meets the definition of both terms.
 - "Procurement Officer" means the Buyer's contracting personnel, as identified in the Introductory Materials.
 - "Respondent" means the entity that submits materials to the Buyer in accordance with these Instructions.
 - "Response" means the material submitted by the respondent in answering the solicitation.
 - "Timeline" means the list of critical dates and actions included in the Introductory Materials.
- General Instructions.** Potential respondents to the solicitation are encouraged to carefully review all the materials contained herein and prepare responses accordingly.
- Electronic Submission of Responses.** Respondents are required to submit responses electronically. For this purpose, all references herein to signatures, signing requirements, or other required acknowledgments hereby include electronic signature by means of clicking the "Submit Response" button (or other similar symbol or process) attached to or logically associated with the response created by the respondent within MyFloridaMarketPlace. The respondent agrees that the action of electronically submitting its response constitutes:
 - an electronic signature on the response, generally,
 - an electronic signature on any form or section specifically calling for a signature, and
 - an affirmative agreement to any statement contained in the solicitation that requires a definite confirmation or acknowledgement.
- Terms and Conditions.** All responses are subject to the terms of the following sections of this solicitation, which, in case of conflict, shall have the order of precedence listed:
 - Technical Specifications,
 - Special Conditions and Instructions,
 - Instructions to Respondents (PUR 1001),
 - General Conditions (PUR 1000), and
 - Introductory Materials.

The Buyer objects to and shall not consider any additional terms or conditions submitted by a respondent, including any appearing in documents attached as part of a respondent's response. In submitting its response, a respondent agrees that any additional terms or conditions, whether submitted intentionally or inadvertently, shall have no force or effect. Failure to comply with terms and conditions, including those specifying information that must be submitted with a response, shall be grounds for rejecting a response.
- Questions.** Respondents shall address all questions regarding this solicitation to the Procurement Officer. Questions must be submitted via the Q&A Board within MyFloridaMarketPlace and must be RECEIVED NO LATER THAN the time and date reflected on the Timeline. Questions shall be answered in accordance with the Timeline. All questions submitted shall be published and answered in a manner that all respondents will be able to view. Respondents shall not contact any other employee of the Buyer or the State for information with respect to this solicitation. Each respondent is responsible for monitoring the MyFloridaMarketPlace site for new or changing information. The Buyer shall not be bound by any verbal information or by any written information that is not contained within the solicitation documents or formally noticed and issued by the Buyer's contracting personnel. Questions to the Procurement Officer or to any Buyer personnel shall not constitute formal protest of the



ADAM H. PUTNAM
COMMISSIONER

ATTACHMENT B

STATE OF FLORIDA
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

CONFLICT OF INTEREST STATEMENT

I, ROBERT T. WILLIAMS, as authorized
representative of CITY OF MIAMI SPRINGS

certify that no member of this firm nor any person having interest in this
firm has been awarded a contract by the Department of Agriculture and
Consumer Services on a non-competitive basis to:

- (1) develop this Invitation to Bid (ITB) or Request for Proposal (RFP);
- (2) perform a feasibility study concerning the scope of work contained
in this ITB/RFP;
- (3) develop a program similar to what is contained in this ITB/RFP.

Robert T. Williams
Authorized Representative

1-31-11
Date

ATTACHMENT C



ADAM H. PUTNAM
COMMISSIONER

Department of Agriculture and Consumer Services
Division of Administration

**CERTIFICATION REGARDING LOBBYING:
DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS
FOR EXPENDITURE OF FEDERAL FUNDS**

LOBBYING

As required by 7 CFR Part 3018, for persons entering into a contract, grant or cooperative agreement over \$100,000 involving the expenditure of Federal funds, the undersigned certifies for itself and its principals that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress, in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

ROBERT T. WILLIAMS, PUBLIC WORKS DIRECTOR
PRINTED NAME/TITLE OF REPRESENTATIVE

RFP/DF-10/11-30
CONTRACT/PURCHASE ORDER NUMBER

Robert T. Williams
SIGNATURE OF REPRESENTATIVE/DATE

DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

As required by 7 CFR Part 3017, for persons entering into a contract, grant or cooperative agreement over \$25,000 involving the expenditure of Federal funds, the undersigned certifies for itself and its principals that:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a Government entity (Federal, State or local) with commission of any offenses enumerated in paragraph (b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transaction (Federal, State or local) terminated for cause or default; and

Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

ROBERT T. WILLIAMS, PUBLIC WORKS DIRECTOR
PRINTED NAME/TITLE OF REPRESENTATIVE

RFP/DF-10/11-30
CONTRACT/PURCHASE ORDER NUMBER

Robert T. Williams
SIGNATURE OF REPRESENTATIVE/DATE

ATTACHMENT D

FLORIDA URBAN AND COMMUNITY FORESTRY GRANT PROPOSAL FORM 2011

GENERAL INSTRUCTIONS: Please complete all items pertaining to the Category Grant for which you are applying. The proposal packet must not exceed thirty (30) one sided pages, including attachments. All attachments must be 8 1/2" X 11", except any attached sketches, plans and maps which must be no larger than 2' X 3' and folded into 8 1/2" X 11". Six (6) copies (one copy with original signatures and five copies) of the proposal packet including the proposal form, the project description and all attachments must be received no later than 2:00 p.m., March 18, 2011, at:

Department of Agriculture and Consumer Services
Purchasing Office - U&CF - 2011 PROPOSAL
Mayo Building - Room SB-8
Tallahassee, FL 32399-0800
Telephone (850) 617-7181

If you have any questions, please see ATTACHMENT O, "Division of Forestry District/Center Contacts"

PROPOSER INFORMATION (Please Print or Type)

Project Title: GO GREEN

Proposer Name: CITY OF MIAMI SPRINGS

Name and Title of Contact Person: ROBERT T. WILLIAMS

Address: 345 N. ROYAL POINCIANA BLVD

Zip: 33166

Phone: (305) 805-5170

FEID Number 59-6000374

US Congressional District Number: 21

Is your organization a Non-profit corporation pursuant to Chapter 617, Florida Statutes?

Yes X No

If the applicant is a city or county government, does your urban forestry program have the following:

Professional Staff, in-house or contracted, list qualifications such as ISA certification, forestry degree, etc THOMAS W. NASH, ISA CERTIFIED ARBORIST

Citizen Tree Advisory Board or Tree Advocacy Group. Describe: BOARD OF PARKS AND PARKWAYS

Urban Tree Inventory or Management Plan, how current?: 2010

Tree Ordinance covering either public or private lands, describe: TREE ORDINANCE/PUBLIC & PRIVATE

As the duly authorized representative of the Proposer named above, I hereby certify that all parts of the proposal and required grant information have been read and understood and that all information submitted herein is true and correct.

Authorized Executive Officer: ROBERT T. WILLIAMS

Title: PUBLIC WORKS DIRECTOR

Signature: [Handwritten Signature]

Date: 1-31-11

ATTACHMENT E

BUDGET

Activity: CAT 2 DEMONSTRATION OR SITE SPECIFIC PROJECTS

Specific Description: RE-FORESTATION - STREET TREE PLANTING

SUMMARY OF COSTS

(A 50/50 match on behalf of the Proposer is required)

	REQUESTED GRANT \$	LOCAL MATCH \$
	I	II
Contractual costs	\$3,312.50	\$3,312.50
Personnel costs		
Travel costs		
Equipment costs		
Supplies costs	\$3,312.50	\$3,312.50
Operating costs		
Tree costs	\$3,312.50	\$3,312.50
Overhead costs		
Total Requested Grant (I)	\$9,937.50	
Total Matching Costs (II)		\$9,937.50
Total Program Costs (III)	\$19,875.00	

Add columns I and II for total III (100%)

50

% Grant request

50

% Local match

A BUDGET, DETAILING ALL COSTS IDENTIFIED ABOVE MUST BE ATTACHED.

PROJECT LOCATION INFORMATION (Please print or type - Complete where applicable)

County MIAMI-DADE

Describe the Specific Location of the Project: CITY WIDE STREET TREE PLANTING

Who has responsibility for overseeing Project implementation (name and title):

ROBERT T. WILLIAMS, PUBLIC WORKS DIRECTOR

Who has maintenance responsibility for the Project after completion:

MIAMI SPRINGS PUBLIC SERVICES DEPARTMENT

Is the Land Ownership Public or Private?: PUBLIC

Name of Landowner: CITY OF MIAMI SPRINGS

Project Title: GO GREEN

Applicant Name: ROBERT T. WILLIAMS

Email Address:

**ATTACHMENT E (CONTINUED)
BUDGET**

Please note: All proposals must include a detailed itemized budget summary which lists all anticipated expenditures and explains all project costs. Proposals for site specific demonstration tree planting projects must list the quantity, species, and approximate size (container size, or caliper and height) of trees to be planted.

IMPORTANT: THIS FORM MUST BE USED. PROPOSERS NOT USING THIS FORM WILL BE RULED INELIGIBLE

COST ITEMS	QUANTITY	RATE OR PRICE	GRANT COST	MATCH COST
<u>Contractual</u> (Description)	75 TREES PLANTING	\$265.00 each	\$88.33	\$88.33
<u>Personnel</u> (List titles or positions)				
<u>Travel</u>				

\$6,625.00

\$6,625.00

COST ITEMS	QUANTITY	RATE OR PRICE	GRANT COST	MATCH COST
<u>Equipment</u> (List items)				
<u>Supplies</u> (List items)	75 TREES WATERING @ 3 TIMES PER WEEK FOR 60 DAYS	\$265.00	\$88.33	\$88.33

\$6,625.00

46,625.00

COST ITEMS	QUANTITY	RATE OR PRICE	GRANT COST	MATCH COST
<u>Operating Costs</u> (List)				
<u>Trees</u> (List species and size)	25 SOUTHERN LIVE OAKS 14-16 OH Min 2" DBH 25 MAHOGANY 14-16 OH Min 2" DBH 25 ROYAL POINCIANA 14-16 OH Min 2" DBH	\$265.00 each \$265.00 each \$265.00 each	\$88.33 each \$88.33 each \$88.33 each	\$88.33 each \$88.33 each \$88.33 each
Overhead**			*	
Total	75	\$ 19,875.00	\$6,625.00	\$6,625.00

* Grant dollars may not be used to purchase food as supplies.

** Overhead costs up to 5% of total project cost may only be used as a matching cost, grant funds may not be used for overhead costs.



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CITY OF MIAMI SPRINGS
Public Services Department

ATTACHMENT D

TO: Division of Forestry, GRANT # RFP/DF-10/11-30
FROM: Tom Nash, Operations Superintendent / Certified Arborist FL-1335A
DATE: January 25, 2011

RE: 2011 NATIONAL URBAN AND COMMUNITY FORESTRY GRANT PROGRAM

The City of Miami Springs is requesting a \$20,000.00 Grant from the Urban and Community Forestry Grant Program. This grant will be utilized to replant trees in damaged areas that occurred as the direct result of Hurricane's Wilma and Katrina in October 2005.

The City of Miami Springs is a small city encompassing three square miles with a population of 4,700 residents. Our Board of Parks and Parkways was established since April 8, 1963 and they have been extremely instrumental in writing our tree protection program and ordinances.

DEMONSTRATED NEED: As a result of wind damage from Hurricane Katrina and the Category 2 Hurricane Force winds received during Hurricane Wilma, tree canopy has been significantly impacted within our community. This additional funding will allow us to plant 25 Southern Live Oaks, 25 Mahogany and 25 Royal Poinciana trees in our community which are Native trees to Southern Florida and are Hurricane friendly.

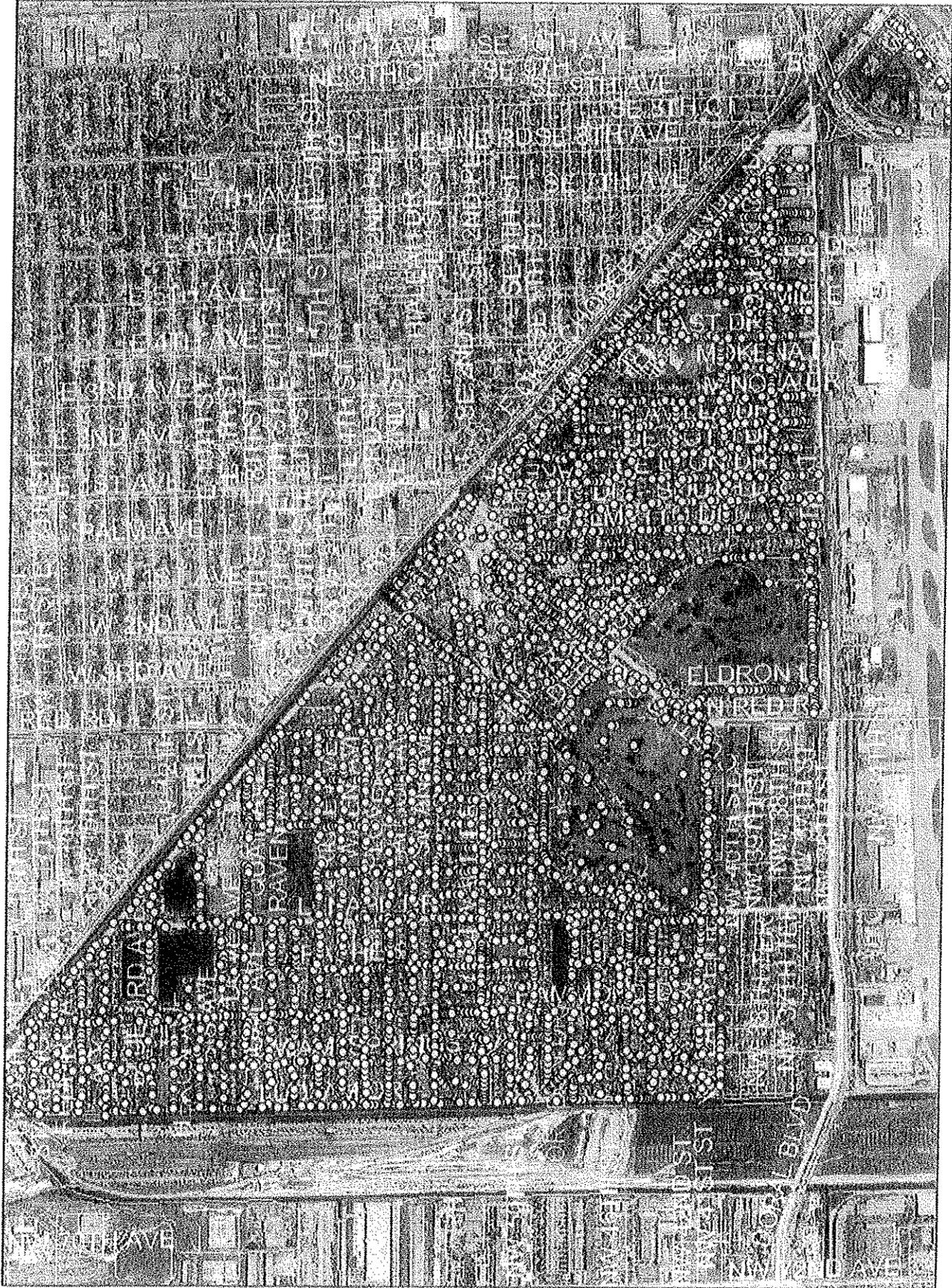
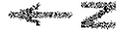
Since the two storms Katrina and Wilma, the City of Miami Springs was able to successfully obtain the Hurricane Wilma Grant RFP/DF-05/06-123 which afforded us to plant 68 trees since then we have made little progress in replenishing the tree inventory that was lost due to the economy and budget constraints.

WELL-DEFINED GOALS AND OBJECTIVES; Before the storms the City of Miami Springs had a street tree planting program in place in which we planted trees in vacant sites throughout the city. Since the storm all available funding has been redirected to the corrective pruning of the existing tree canopy. The grant funding will allow us to continue our efforts in re-foresting our city so that over time the additional canopy will fill in the voided areas and provide for wildlife and the environment.

TREE CITY USA CERTIFICATION: The City of Miami Springs has been certified as a Tree City USA since 1993, and has earned the Tree City USA for seventeen years and the Growth Award for the past sixteen years. The City of Miami Springs has also been designated Tree City USA for Florida in 2004 and was one of four finalist in 2005.

OTHER SUPPORTING INFORMATION: Visibility of the project: All trees planted or treated under this project are located along city streets with heavy pedestrian and vehicular traffic. This project will be publicized in our local community paper.

- Tree in Lis
- Selected T
- Other Tree



GRAY INDICATES AVAILABLE TREE PLANTING SITES



To 2011 National Urban and Community Forestry Grant Program:

As a long standing member of various tree protection and tree promotion groups in the City of Miami Springs, I lend my support to the overwhelming number of city residents in favor of pursuing the grant for reforesting parts of our city.

With the loss of so much canopy as a result of the removal of the half mile or so of Australian pines on our perimeter road, Ludlam Drive, we sorely need to add canopy as soon as possible. The full \$20,000 can easily be spent in short order to help us restore these losses. This is an opportunity for Miami

We are a city which loves its trees and does all it can to protect and cultivate them. This grant will help us use the money with complete efficiency. Our Public Works Department is second to none in its fine work with city trees, and I am certain that it will make completely good use of this grant to the benefit to all of its residents.

Sincerely,



1195 Thursh Drive
Jean Ansbaugh
Miami Springs, Florida

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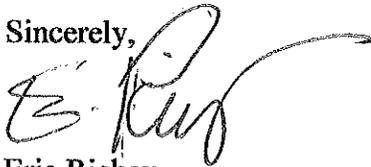
1195 Thursh Drive
Jean Ansbaugh
Miami Springs, Florida

To 2011 National Urban and Community Forestry Grant Program:

As chairman of the Miami Springs Board of Parks and Parkways, our city's tree protection board, I have read the National Urban and Community Forestry Grant grant and commend the city for its application for participation. I recommend that we strive to gain the maximum money possible for planting of native trees within the city on public lands. Our city's funds are as strapped as any other city for such planting, and given the loss of trees over the last few years, this grant would be a splendid opportunity for Miami Springs.

Therefore, the Board of Parks and Parkways fully endorses the grant and urges the city to seek the grant with all due effort. Miami Springs is a Tree City U. S. A. with serious pride in our canopy. Protecting that canopy and enhancing it are our main goals and our number one priority. No other city would use the money more effectively.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric Richey", with a long, sweeping flourish extending to the right.

Eric Richey
Chairman, board of Parks and Parkways
Miami Springs, Florida



City of Miami Springs Interoffice Memo

DATE: February 9, 2011

TO: Mayor Billy Bain and Members of the City Council

FROM: James R. Borgmann, City Manager 

RE: Meeting with Officials of the Beacon Council

We will be meeting with officials of the Beacon Council on Wednesday, February 16 at 2:30 PM at their offices. Council members Espino and Ator have already expressed their desire to attend. If any other members of Council wish to attend, please let me know so that I can provide the Beacon Council with the number of people they can expect.

I see the purpose of the meeting as two-fold. First, to let them know who we are and where we are located, coupled with our plans for NW 36th Street development. Our consultants will be there with us to explain their roll in the process. Secondly, we want to find out what the roll of the Beacon Council can be as we begin to market this area, both locally and abroad.

The old expression in real estate, "Location, location, location", cannot be stressed enough here. Between the airport, the MIC, easy access to major expressways, and the FEC facility, Miami Springs has the capability to become a major center of commerce in Miami-Dade County! This will certainly be enhanced when annexation becomes a reality.

Agenda Item No. 10 H

City Council Meeting of:

FEB 14, 2011

CITY OF MIAMI SPRINGS



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

TO: Honorable Mayor Bain and Members of the City Council
VIA: James R. Borgmann, City Manager *JRB*
FROM: Patricia Bradley, Program Supervisor
SUBJECT: City of Miami Springs 85th Anniversary
DATE: February 9th, 2011

Listed below are suggestions and recommendations for the City's 85th Anniversary Celebration.

- 1) Host an evening event at the Miami Springs Golf & Country Club.
 - 2) Host an evening event on the Circle.
 - 3) Host an evening or afternoon event at the Community Center.
 - 4) Incorporate the event with opening night of the Festival.
 - 5) Include the event with the July 4th activities.
- 1a) **Country Club:** appetizers, cocktails, soft music, slide/video presentation, guest speakers such as: past & current Council Members, Pioneers of the City, Historical Society, CMI & County Commissioner. This would be a dressier event & we'd need to consider charging for this venue
- 2a) **Circle:** this would be casual & more family oriented. We would provide tables & chairs, band in the Gazebo/stage, large screen for a slide/video presentation, guest speakers, as stated above (1a), food & drinks
- 3a) **Community Center:** an event similar to the one we held for the grand opening of the facility. cold drinks, finger foods/desserts, DJ, slide/video presentation in the theatre, guest speakers as stated above (1a)
- 4a) **Festival:** have a space/tent on the Circle or near the festival information booth. With this venue it would be hard to do any type of presentation, speeches or slide/video show, possibly hand out printed information on the City's history. Work with CMI & the Historical Society, if willing & available.

Agenda Item No. *10-E*

City Council Meeting of:

FEB 14, 2011

5a) **4th of July**: include as part of the car show that is normally held on the 3rd, band, guest speakers as stated above (1a) include event in post parade activities at the Country Club, separate tent with display from the Historical Museum, if willing & available.

PROS & CONS:

- 1) First & foremost, the event should coincide with the actual date of the 85th Anniversary of the City which is August 23rd, possibly Saturday the 27th, for an evening event or Sunday the 28th for an afternoon event.
- 2) Even though hosting the event on opening night of the **Festival**, Friday April 8th, would be cost effective ie; police service, public works, etc, we could not have guest speakers, slide presentation, etc
- 3) As far as the **4th of July**, although many participants & spectators come to the Club, the average stay is about an hour, due to heat, family parties, etc. In the past we tried an evening event with a band & food service, but had very little turn out. Due to traffic & crowd control we can't close the Circle the evening of 4th. If we choose to host the event around the 4th festivities, the Circle will already be closed on the 3rd for the car show. This would also be cost effective ie; police, public works, etc
- 4) If the **Country Club** venue is chosen, the event would be catered more to adults, this would eliminate a family type atmosphere.
- 5) The **Community Center** could accommodate all of our needs as far as space, the parking would be a problem. The event would be set up similar to the Grand Opening: tents, tables, chairs, DJ.
- 6) The **Circle** would be the best location for the event, weather permitting. Having events at the Circle also helps promote our local businesses. This venue would accommodate all of the activities we'd like to associate with the event ie; family oriented, speakers, video presentation, music, food

OPTIONS FOR FOOD:

Country Club: If the event is held at Country Club, they will provide the set up, clean up, food & beverages, sound system & screen.

Circle: If the event is held at the Circle, not associated with the Festival, we can either have the Optimist or Lions Club cook & the City would purchase the food, drinks, etc or open it up to our local restaurants. We would not charge them for space. They would provide, cook & sell their food. This would help promote their businesses. We would need to check into a temporary beer/wine license if it's decided that we're going to have beer/wine.

Community Center: serve the type of food we had at the Grand Opening: finger foods, desserts, soft drinks. No beer or wine should be served if we choose this location.

Our recommendation would be to hold this event at the Circle on Saturday August 27th, in the evening. Allow local restaurants a chance to participate. Rent tents, tables, chairs, hire either a DJ or band, send personalized invitations to guest speakers, large screen for slide/video presentation, **giveaway*** showing either 85th Anniversary date or the actual date August 23rd, 1926 to August 23rd, 2011.

*** to be determined.**

As soon as a decision is made on the date, location & type of venue I can come back to you with exact details for the event & a budget.



City of Miami Springs Interoffice Memo

DATE: February 9, 2011
TO: Mayor Billy Bain and Members of the City Council
FROM: James R. Borgmann, City Manager 
RE: Plaque for Tony Bray

Plans are underway to place a plaque near the new ADA ramp in front of Miami Springs Pharmacy. The plan is to mount the plaque on one of the columns near the ramp. I have spoken to Carol regarding placing the plaque on her building and she was all for it.

Suggested language might be:

"This ramp is dedicated to the memory of Tony Bray; a resident who championed the need to remove barriers to the disabled"

If this language is ok we will order the plaque. Hopefully it will be mounted prior to the opening of the Springs River Festival.

Agenda Item No. 10-J

City Council Meeting of:

FEB 14, 2011

CITY OF MIAMI SPRINGS



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

TO: Honorable Mayor Bain and Members of the City Council
VIA: James R. Borgmann, City Manager *JRB*
FROM: Omar Luna, Recreation Director
DATE: February 7, 2011
SUBJECT: Park Improvements at Stafford Park, Prince Field and the Miami Springs Middle School

In response to your request, please find below a list of potential Park Improvements for Stafford Park, Prince Field and Miami Springs Middle School. Please be advised that I have listed the projects in order of safety and priority.

We have received several "estimates" from reputable vendors in the field of recreation and field renovation/maintenance to be able to provide projected numbers for the following:

Stafford Park:	Stafford Playground	\$85,000.00
Prince Field:	Playground Renovation	\$24,000.00
Stafford Park:	Repair and New Bleachers	\$30,000.00
Stafford Park:	10-Under Soccer Field	\$60,000.00
Stafford Park:	10-Under Soccer Field Irrigation	\$15,000.00
Stafford Park:	Fitness/Vita Course	\$70,000.00
Stafford Park:	Lights for Fitness/Vita Course	\$80,000.00
Stafford Park:	Shade Structures for Bleachers	\$70,000.00
Stafford Park:	Park Amenities: Benches, etc.	\$16,000.00
Stafford Park:	Soccer Field Renovation	\$150,000.00
Middle School:	Repair Athletic Field (No Irrigation)	\$150,000.00

Notes:

Stafford Playground: The playground is currently not available due to damage to the play structure. Reputable playground vendors have advised that repairs to get the playground up to safety code will probably cost as much as a replacement.

Agenda Item No. 10-K

City Council Meeting of:

FEB 14, 2011

Prince Field Playground: The playground at Prince Field is in pretty good shape. However, we do have some safety concerns with exposed nail, pieces of wood and other safety concerns. We can preserve the current playground with repairs to replace all broken and missing pieces of the play structure and to pressure clean and paint the play structure.

Bleachers at Stafford: The bleachers at Stafford Park need to be repaired. We need to remove and replace all rusted bolts on the bleachers and we need to add additional planks. The additional planks will prevent from a child falling through the bleacher.

Fitness Vita Course: The fitness vita course is in average condition. The proposal is to replace all existing stations and add lights to the walking track for the safety of our park patrons.

Shade Structures: The shade structures are an addition to our bleachers to provide shade to our park patrons.

Park Amenities: We would like to add new park benches, trash receptacles and picnic tables to the park to beautify the park.

Soccer Field Renovation: I recommend that we hold off on the renovation of the Soccer Field. I would like to see if the fence will provide us with an opportunity to preserve the field.

Middle School Field: The field at the Middle School is in bad shape and it needs to be completed renovated with irrigation.

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 Billy Bain and Members of the City Council

VIA: James Borgmann, City Manager *JMB*

FR: William Alonso, CPA, CGFO, Finance Director *WAlonso*

Date: February 10, 2011

Re: Increased community center costs

In response to your request, I am providing an analysis of the increased revenue and costs of operating the new community center.

Page 1 provides the expenditure calculations along with corresponding comments and notes in order to explain the process used to arrive at these estimates. Page 2 provides the notes to the expenditure analysis.

Page 3 is the revenue analysis showing the additional revenues from the new programs or the increased activity of the existing programs.

In conclusion, the net additional costs to operate the new center is approximately \$414,000 which is inclusive of debt service.

CALCULATION OF NET INCREASED COSTS OF NEW COMMUNITY CENTER:

INCREASED PERSONNEL COSTS	105,667
INCREASED OPERATING COSTS	69,502
INCREASED PROGRAM COSTS	196,402
INCREASED DEBT SERVICE	<u>197,005</u>
	568,575
LESS ADDITIONAL REVENUES	<u>(153,743)</u>
NET INCREASED COSTS	<u><u>414,832</u></u>

Remember that this estimate is based on the existing level of operation and the estimates may change if new programs are added or existing programs are increased or eliminated.

Agenda Item No. **11B**

City Council Meeting of:

FEB 14, 2011

**CITY OF MIAMI SPRINGS
ANALYSIS OF INCREASED RECREATION COSTS**

<u>ACCOUNT DESCRIPTION</u>	<u>a</u> <u>Total 4/1/10 to</u> <u>1/31/2011</u>	<u>b</u> <u>Total 4/1/08 to</u> <u>1/31/2009*</u>	<u>(a-b)=c</u> <u>Increase</u> <u>(Decrease)</u>	<u>(c/10)*12+d</u> <u>Annualized**</u>	<u>Notes</u>
REGULAR SALARIES	194,065	162,554	31,511	37,813	1
PART TIME/SEASONAL	219,775	179,096	40,679	48,815	1
OVERTIME	16,457	19,047	(2,590)	(3,108)	
BENEFITS	75,831	53,969	21,862	26,234	1
WORKER'S COMPENSATION	3,381	1,287	2,094	2,513	
UNEMPLOYMENT COMPENSATION	1,650	7,150	(5,500)	(6,600)	
Total Personnel and Benefits	511,159	423,103	88,056	105,667	
<u>OPERATING EXPENSES:</u>					
UTILITIES	93,062	39,952	53,110	63,732	2
LIABILITY INSURANCE	37,635	25,926	11,709	14,051	2
COMMUNICATIONS(PHONE,INTERNET)	7,092	6,920	172	206	
REPAIRS AND MAINTENANCE	12,183	15,523	(3,340)	(4,008)	
MISC OPERATING EXPENSES	8,723	12,456	(3,733)	(4,480)	
TOTAL OPERATING EXPENSES	158,695	100,777	57,918	69,502	
<u>PROGRAM EXPENSES:</u>					
OTHER CONTRACTUAL SERVICE	71,180	31,300	39,880	47,856	3
UNIFORMS	3,544	240	3,304	3,965	
REFEREES/OFFICIALS	20,428	16,280	4,148	4,978	
PELICAN PLAYHOUSE COSTS	21,181	1,125	20,056	24,067	4
PROGRAM SUPPLIES	159,463	63,183	96,280	115,536	3
TOTAL PROGRAM EXPENSES	275,796	112,128	163,668	196,402	
TRANSFER TO DEBT SERVICE FUND	197,005	-	197,005	197,005	5
TOTAL COSTS INCLUDING DEBT SERVICE	1,142,655	636,008	506,647	568,575	

* We used the 10 month period from April 1, 2008 thru January 31, 2009 since last year's period included 5 months were the recreation building was closed and had no activity. Therefore, in order to analyze increased costs we had the use the prior year.

** Since the actual increase (decrease) numbers are for 10 months, the annualized calculation is dividing the column J number by 10 and multiplying by 12 months to arrive at an estimated full year of increase (decrease) costs.

**CITY OF MIAMI SPRINGS
NOTES TO ANALYSIS OF INCREASED RECREATION COSTS**

1) For this analysis we did not include approximately \$105,000 in salaries and benefits for the new Director since there was no Director in the 10 months ending 1/31/09 and this would have caused the analysis to be skewed. The Director's salary, however, is not a result of the new center since his salary would have been incurred regardless of the new center being built.

The increase in regular salaries, perftime/seasonal/benefits is due to additional staff being hired to run the summer camp program which increased in size. In addition, one full time and various part time persons were added to handle the increased numbers of new programs.

2) Utilities increase is mainly electricity since the new gym is fully air conditioned. Liability insurance increased since we needed to increase coverage for the new center.

3) Other contractual services includes the added cost of cleaning services for the center, computer electric, waste management, and other services which have increased with the new facility. Program supplies increased since new programs were added and existing programs were increased in size.

4) The Pelican Playhouse increase reflects the new contract with the playhouse that calls for \$20,000 annual payments.

5) Increase debt service is the principal and interest payment on the \$2.5 million loan for the construction of the new center.

**CITY OF MIAMI SPRINGS
RECREATIONAL REVENUE ANALYSIS**

	<u>April 1, 2010 thru 31-Jan-11</u>	<u>April 1, 2008 thru 1/31/2009*</u>	<u>Increase (Decrease)</u>	<u>Annualized**</u>
Program Revenues	152,261	81,557	70,704	84,845
Pelican theatre	1,654	621	1,033	1,240
Vending Machines	2,204	7,327	(5,123)	(6,148)
Fitness Room Membership	37,215	-	37,215	44,658
Gym Admission Fees	9,118	-	9,118	10,942
Recreational Clases (Yoga, Jazzercise, e	12,632	3,500	9,132	10,958
Basketball Fees	22,260	16,547	5,713	6,856
Recreational facility Rentals	4,990	4,663	327	392
Total Revenues	242,334	114,215	128,119	153,743

* We used the 10 month period from April 1, 2008 thru January 31, 2009 since last year's period included 5 months were the recreation building was closed and had no activity. Therefore, in order to analyze increased costs we had the use the prior year.

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