



**OFFICE OF THE CITY CLERK
MEMORANDUM**

TO: Honorable Mayor Garcia and Members of the City Council
FROM: Magali Valls, City Clerk *Magali Valls*
DATE: April 14, 2011
SUBJECT: APPOINTMENTS TO ADVISORY BOARDS

Councilwoman Jennifer Ator (Group IV) has notified me that she will re-appoint Manuel Pérez-Vichot to the Board of Adjustment/Zoning and Planning Board for a full 3-year term ending on April 30, 2014.

She will also re-appoint Jean Ansbaugh to the Board of Parks and Parkways for a full 3-year term ending on April 25, 2014.

New appointment: Trina Aguila to the Ecology Board for an unexpired term ending on April 30, 2013.

The confirmation of the appointments will be scheduled for the Regular Meeting of Monday, April 25, 2011.

cc: City Manager James R. Borgmann
Assistant City Manager Ronald K. Gorland
City Attorney Jan K. Seiden
Affected Board Members



**OFFICE OF THE CITY CLERK
MEMORANDUM**

TO: Honorable Mayor Garcia and Members of the City Council
FROM: Magali Valls, City Clerk *M. Valls*
DATE: April 20, 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>Architectural Review Board</u>				
Mayor Garcia	Kathy Fleischman*	10-31-2012	10-25-2004	11-08-2010
<u>Code Review Board</u>				
Councilman Espino – Group II	Arthur Freyre	04-30-2011	05-19-2009	05-19-2009
<u>Disability Advisory Board</u>				
Councilman Espino – Group II	VACANT**	12-31-2010	VACANT	VACANT
Councilwoman Ator – Group IV	Roxana Garciga	12-31-2010	08-12-2002	12-10-2007
<u>Ecology Board</u>				
Councilman Espino – Group II	Carl Malek	04-30-2011	11-22-2010	11-22-2010
<u>Education Advisory Board</u>				
Councilman Espino – Group II	Debra Sheridan	05-31-2011	06-25-2007	09-28-2009
<u>Historic Preservation Board</u>				
Councilman Espino (Group II)	Yvonne Shonberger	02-28-2011	06-13-2005	02-11-2008
Councilwoman Ator – Group IV	M.A. Goodlett-Taylor***	01-31-2010	01-24-1983	01-22-2007

Board of Parks and Parkways

Councilman Lob – Group III	Irene Priess	04-30-2011	08-13-2001	06-09-2008
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Recreation Commission

Councilman Espino – Group II	Dr. Stephanie Kondy	04-30-2011	06-13-2005	04-14-2008
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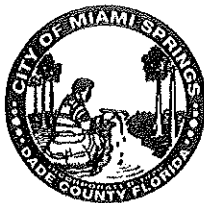
* Resigned on April 19, 2011.

** Peter Newman resigned on August 1, 2009.

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


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

CITY OF MIAMI SPRINGS



Miami Springs Golf Course
Miami Springs, FL 33166-5289
Phone: (305) 805-5180
Fax: (305) 805-5192

TO: The Honorable Mayor Garcia and Members of the Council

VIA: James R. Borgmann
City Manager 

FROM: Mike Aldridge
Golf Director

SUBJECT: Golf Course Summer Fees and Charges
Recommendation

DATE: April 17, 2011

Attached you will find the recommended summer rates for the Golf Course starting Saturday April 23, 2011 thru mid November, 2011.

The rates which I am recommending for daily play and Memberships are the same as 2010 summer rates with exception of adding a super twilight rate which will start at 4:00pm. We hope this will enhance late afternoon play increase revenue and are in line with the purposed revenue budget.

Please feel free to contact me if you need any further information about the rates.

Agenda Item No.

City Council Meeting of:

APRIL 25, 2011

Exhibit "A"

**MIAMI SPRINGS GOLF & COUNTRY CLUB
SCHEDULE OF GOLF CHARGES & FEES
AS OF April 23, 2011**

GREEN & CART FEES

RACK RATES	Proposed 4/23/2011	
Weekend Non-Resident	\$ 45.79	
Weekday Non-Resident	\$ 33.65	
Weekend/Holiday Resident	\$ 40.19	
Weekday Resident	\$ 29.91	
Twi-Light Weekday	\$ 28.97	After 1PM
Twi-Light Weekend	\$ 31.78	After 1PM
Junior	\$ 7.47	
18 Hole Member Cart	\$ 18.69	
9-Hole Member Cart Rate	\$ 11.92	
Resident Weekend > 11:00	\$ 33.64	
Non-Resident >11:00	\$ 36.45	
Super Twi-Light >4:00pm	\$ 18.69	
Shootout	\$ 23.36	Tues. P.M. only
Group Rate Weekday	\$ 29.91	Groups of 20 or more
Group Rate Weekend	\$ 40.19	Groups of 20 or more
Prime Timers Non-Members 18 holes	\$ 21.49	Tues. & Thurs. A.M. Seniors (age >55)
Prime Timers Non-members 9 holes	\$ 14.95	Tues. & Thurs. A.M. Seniors (age >55)
Seniors Weekdays	\$ 23.36	Weekdays only (age >55)
Womens' Golf Association	\$ 23.36	Tuesday A.M.
Men's Golf Assoc.	\$ 40.19	Sunday A.M.
PGA Golf Pass Weekday	\$ 28.03	Weekdays only
Policeman, Fireman, Teachers and Military	\$ 23.36	Weekdays only
Tee Time USA & Golf Switch Weekend	\$ 36.63	
Tee Time USA & Golf Switch Weekday	\$ 26.92	
PGA Members	\$ 18.69	
Lifetime PGA members	\$ 18.69	
Non-member junior with a parent	\$ 18.69	
CanAm Golf Weekdays	\$ 28.03	Weekdays only
Spectator	\$ 18.69	
Small Range Balls	\$ 3.74	
Large Range Balls	\$ 6.54	
Range Coupon Book	\$ 51.40	
Replay (same day) 18 holes	\$ 18.69	
Replay (same day) 9 holes	\$ 11.92	
Golf Teams	FREE	Practice, matches and driving range for MSSH, MSMS, Hialeah High, and All Angels
Golf Course Tee Markers <i>two year term with a 20 year renewal cap.</i>	\$ 300.00	

NOTE: All fees plus State Sales Tax (currently 7%)

Eligibility for any qualified fee or charge (residency, age, family, employment) must be documented.

See DEFINITIONS on page 2

Page 2
cont.

MEMBERSHIPS

MIAMI SPRINGS RESIDENT, BUSINESS & PROPERTY OWNER

Annual 7 Day Single	\$ 895.00
Annual 7 Day Family	\$ 1,200.00
Annual 5 Day Single	\$ 815.00
Annual 5 Day Family	\$ 905.00
Senior 7 Day Single	\$ 815.00
Senior 7 Day Couple	\$ 1,050.00
Senior 5 Day Single	\$ 725.00
Senior 5 Day Couple	\$ 845.00
Junior	\$ 100.00
Summer Single	\$ 275.00
Summer Couple	\$ 350.00
Summer Junior	\$ 60.00

NON-RESIDENT

Annual 7 Day Single	\$ 1,220.00
Annual 7 Day Family	\$ 1,525.00
Annual 5 Day Single	\$ 1,075.00
Annual 5 Day Family	\$ 1,250.00
Senior 7 Day Single	\$ 1,175.00
Senior 7 Day Couple	\$ 1,450.00
Senior 5 Day Single	\$ 1,025.00
Senior 5 Day Couple	\$ 1,185.00
Summer Single	\$ 325.00
Summer Couple	\$ 400.00
Summer Junior	\$ 75.00
Junior	\$ 150.00
Trail Fee	\$ 775.00
Corporate	\$ 5,250.00

All fees plus State Sales Tax

DEFINITIONS

Senior - age 55 yrs. and older

Junior - less than 20 years old

Resident - resides Miami Springs

Senior Couple - one must be at least 55 yrs. old with both living at the same residence

Business Owner - registered owner of a business in Miami Springs

Property Owner - registered owner of property in Miami Springs

Family - limited to immediate family (father, mother, & children under 25) living in same household

Weekends include Federal and City of Miami Springs designated holidays (ex. Thanksgiving Friday)

Eligibility for any qualified fee or charge (residency, age, family, employment)

GOLF PROFESSIONAL CONSULTANT AGREEMENT

APRIL 25, 2011

THIS CONSULTANT AGREEMENT is entered into this _____ day of _____, 2011, by and between the CITY OF MIAMI SPRINGS, FLORIDA, a Florida municipal corporation, hereinafter referred to as "City", and SCOTT WM. JONES, hereinafter referred to as "Golf Professional";

WITNESSETH:

WHEREAS, since the acquisition of the Miami Springs Golf and Country Club from the City of Miami in 1997, the golf course operations of the facility have been subject to various management plans and associated companies; and,

WHEREAS, in the last several years it has become apparent that all the operations at the facility incur substantial monetary losses regardless of the plan or management company in charge of the facility; and,

WHEREAS, the City Council directed the City Administrative Staff to investigate alternative operational models which would substantially reduce or eliminate the severe annual monetary losses being incurred by all the operations at the County Club; and,

WHEREAS, as a result of the recent economic conditions, the opportunity has arisen to enter into a Consultant Agreement with local Golf Professional, Scott Wm. Jones, which the City believes will be mutually beneficial to both parties; and,

WHEREAS, the City has the facilities available to provide a new venue for the Golf Professional, and the Golf Professional has expressed a willingness to assist in the marketing and operational aspects of the golf course; and,

WHEREAS, the parties have also discussed the creation and expansion of golf programs for speciality groups at the course as requested by the City Council; and,

WHEREAS, the following Agreement is the culmination and memorialization of the various investigations conducted by the City Administration and the subsequent negotiations and discussions with Scott Wm. Jones:

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the mutual sufficiency of which is hereby acknowledged, the CITY OF MIAMI SPRINGS and SCOTT WM. JONES, hereby agree as follows:

RELATIONSHIP OF PARTIES

It is acknowledged and agreed between the parties hereto that SCOTT WM. JONES will be permitted to provide professional golf lessons and instruction to the public at the Miami Springs Golf and Country Club facility and receive the certain other benefits described herein, in exchange and consideration for, rendering consultation services and assistance to the administration of the City in regard to any matters related to the City's golf course operations, as are more fully set forth herein.

In all matters relating to this Agreement, the Golf Professional is to be considered an independent contractor and not an employee of the City.

DUTIES AND RESPONSIBILITIES OF THE CITY

In accordance with the relationship of the parties created by this Agreement, the City will be required to perform the following duties and responsibilities:

1. Designate a specific location at the golf course driving range for the Golf Professional to provide golf lessons and instruction.
2. Provide all driving range balls required for by the Golf Professional for all lessons and instruction sessions.
3. Establish a suitable office at the Golf and Country Club for the activities, duties and responsibilities of the Golf Professional.
4. Provide the use of a free golf cart for golf instructional purposes.
5. Waive or reduce green fees and permit the use of the golf course for golf instructional purposes at all reasonable times upon proper notification and request.
6. Assist the Golf Professional in the scheduling and booking of golf lessons and clinics.
7. Permit the Golf Professional reasonable access to the facilities during normal business hours to meet clients and facilitate the performance of the services contemplated herein.

DUTIES AND RESPONSIBILITIES OF GOLF PROFESSIONAL

In accordance with the relationship of the parties created by this Agreement, the Golf Professional will be required to perform the following duties and responsibilities:

1. Conduct professional golf instruction sessions for individuals and groups at the Miami Springs Golf and Country Club facility.
2. Promote the use of the Miami Springs Golf and Country Club facility through the Professional's individual golf instruction services, group demonstrations and clinics, and any advertising or marketing materials or campaigns produced by the Professional. (However, such materials must be approved in advance by the City).
3. Provide consultant and advisory services to the City of Miami Springs Administrative Staff and City Council in regard to all matters relating to the Miami Springs Golf and Country Club.
4. Make reasonable appearances before the City Council or Golf Advisory Board to provide advice and assistance regarding golf course operations, activities, programs and promotions.
5. Establish and promote golf related activities, programs, and clinics for juniors, seniors, women and other speciality groups.
6. Permit the usage of the Golf Professional's name, logo or other identifying designation in the advertising and marketing of the golf course facility provided by the City.

7. Perform all functions at the Golf and Country Club in a proper and appropriate manner, never identifying himself as a City employee, and being attired or uniformed in a manner that distinguishes him as an independent Golf Professional and not a member of the management staff of the Golf Course.

NON-EXCLUSIVITY OF SERVICES

The parties mutually acknowledge and agree that while the Golf Professional will solicit current and former clients to Miami Springs Golf Course for ongoing lessons and to utilize its facilities, PGA professionals Mike Aldridge, the Director of Golf Operations for the City, and Roger Piermarini, a part-time Golf Course employee, already provide private golf instruction at the course. It has been further acknowledged and agreed by the City, the Golf Professional, Mike Aldridge, and Roger Piermarini as follows:

1. All golf instruction at the Miami Springs Golf and Country Club shall be provided on a non-exclusive basis.
2. Each PGA Professional may continue to provide golf instruction to all current clients at the course.
3. The PGA Professionals will maintain a "free market" environment so as to permit prospective clients to choose whichever professional they may prefer to solicit for service.

4. In accordance with the PGA Code of Ethics and the mutual agreement of the PGA Professionals, solicitation of another professional's clients will not be permitted at the Miami Springs Golf and Country Club.
5. It is the intent of the City and the PGA professionals that a respectful non-competitive environment shall exist at the course which will permit each of the professionals to function successfully while providing golfers with alternate options for golf instruction.

PAYMENT TO PARTIES

In addition to the mutuality of services provided by the parties hereto to one another in this Agreement, the Golf Professional will pay the City Ten (10%) Percent of all revenues he receives from providing golf instruction at the Miami Springs Golf and Country Club. Payments shall be made on a monthly basis for the prior month's revenues collected.

MAINTENANCE OF RECORDS

During the term of this Agreement, the Golf Professional shall maintain schedules of all activities conducted at the Miami Springs Golf and Country Club, revenue receipt reports, payment expenditure reports, and any other normal and customary books and records associated with the activities contemplated by in this Agreement. All of the foregoing schedules, reports, books and records shall be available for inspection by the City upon advance reasonable notice and shall be retained for two (2) years following preparation and completion by the Golf Professional.

TERM OF AGREEMENT

This Agreement shall commence on the 1st day of May, 2011 and terminate one (1) year later on the 30th day of April, 2012. This Agreement may be extended or renewed only upon the mutual agreement of the parties hereto.

TERMINATION OF AGREEMENT WITHOUT CAUSE

Either party hereto may terminate this Agreement, without cause, by giving the other party written notice thereof, by hand-delivery, or by certified mail, Return Receipt Requested, to be effective thirty (30) days from receipt of said written Notice of Termination.

CONFIDENTIALITY

In the performance of this Agreement, Golf Professional may be exposed to the confidential information of the City and other entities. Golf Professional shall not disclose to any party, other than the City Manager, Assistant City Manager, Finance Director, Golf Department Director and those other parties authorized in writing by the City Manager, any such confidential information acquired during the performance of this Agreement. Regardless of the term of this Agreement, Golf Professional shall be bound by this obligation until such time as said confidential information shall become part of the public domain. Information regarding all aspects of the City's business and all information relating to the management services provided shall be presumed to be confidential, except as may be provided by law, and as same shall have been published or otherwise made freely available to the general public without restriction.

INSURANCE

Golf Professional shall be responsible to secure all insurance coverages required to carry out the activities provided herein, which shall continue to remain in full force and effect during the term of this Agreement. Notwithstanding the foregoing, and despite the fact that the golf professional is an independent contractor, Golf Professional shall be required to carry liability insurance covering himself, his clients, and the activities he conducts at the Miami Springs Golf and Country Club facility in the minimum amount of One Million (\$1,000,000) Dollars. In addition, it is required that the City of Miami Springs be named as an additional insured on the Golf Professional's liability insurance policy.

HOLD HARMLESS AND INDEMNIFICATION

Golf Professional shall hold the City, including its officials, employees, and representatives, harmless and indemnify it against all claims, demands, damages, actions, causes of actions, liability, costs, expenses, and attorney's fees arising out of, or resulting from, injury to or death of persons, or damage to or loss of property, sustained on or about the Miami Springs Golf Course, arising from Golf Professional's services, acts, actions, omissions or failures to act or of any of its employees, agents, representatives, invitees, or guests. Additionally, the protections provided by this provision shall also include any costs, expenses, or legal fees the City may incur in establishing that Golf Professional or his insurer are responsible to provide protection, coverage, and representation to the City, its officials, employees, and representatives for any incident that may occur during the term hereof.

PROHIBITED ACTIVITIES

Golf Professional shall not use the premises for any unlawful purpose and shall comply with all laws and permitting requirements applicable now, or in the future, to the operation of the Golf Course. Golf Professional shall not permit any offensive, noisy, or dangerous activity, nor any nuisance or other conduct in violation of the public policy of the City, county or state on the Golf Course premises.

NON-DISCRIMINATORY PRACTICES

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

LICENSED OR REGISTERED PERSONNEL

All services to be rendered by Golf Professional under this Agreement, which are required by law to be performed by or under the direction of a duly licensed or registered professional, shall be rendered in compliance with such requirements.

ASSIGNMENT

Golf Professional shall not assign, sublet or transfer any portion of its duties, obligations, or responsibilities under this Agreement without the advance written approval of the City. It is specifically understood and agreed that the City's decision to either permit or deny any such assignment, subletting or transfer shall be within its sole and exclusive discretion and that any such decision by the City shall be presumed to be reasonable.

ATTORNEY'S FEES

The parties hereto acknowledge and agree that should it become necessary for either party to this Agreement to bring suit to enforce any provisions hereof, or for damages on account of any breach of this Agreement, the prevailing party on any issue in any such litigation, and any appeals therefrom, shall be entitled to recover from the other party, in addition to any damages or other relief granted as a result of such litigation, all costs and expenses of such litigation and a reasonable attorney's fee as may be awarded by the court.

NOTICES TO PARTIES

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

NOTICES TO BE GIVEN TO CITY SHALL BE ADDRESSED AS FOLLOWS:

CITY OF MIAMI SPRINGS
Attention: James R. Borgmann, City Manager
201 Westward Drive
Miami Springs, FL 33166

**NOTICES TO BE GIVEN TO GOLF PROFESSIONAL SHALL
BE ADDRESSED AS FOLLOWS:**

SCOTT WM. JONES
5714 S. W. 139th Court
Miami, FL 33183

-OR AT-

Miami Springs Golf & Country Club
650 Curtiss Parkway
Miami Springs, FL 33166

CAPTIONS

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

TIME

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

GOVERNING LAW

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

ENTIRE AGREEMENT

This Agreement, together with any Exhibits hereto, constitute the entire Agreement between the parties relating to the subject matter hereof. This Agreement is the final expression of agreement between the parties hereto. Neither party shall be entitled to rely upon any conflicting oral representations, assurances, claims or disclaimers, made either prior to, or simultaneous with, the execution of this Agreement.

IN WITNESS WHEREOF, the City and Golf Professional have set their hands and seals on the day and year first above written to this Agreement and three counterparts, each of which shall constitute an original.

THIS SPACE INTENTIONALLY LEFT BLANK

WITNESSES:

GOLF PROFESSIONAL

Print Name: _____

SCOTT WM. JONES

Print Name: _____

STATE OF FLORIDA

COUNTY OF MIAMI-DADE

The foregoing instrument was acknowledged before me this _____ day of _____ 2011, by SCOTT WM. JONES. He is personally known to me or has produced _____ (type of identification) as identification and did (did not) take an oath.

Notary Public, State of Florida

Print, Type or Stamp Name of
Notary Public

WITNESSES:
(As to both signatories)

CITY OF MIAMI SPRINGS
a Florida Municipal Corporation

BY: _____

Print Name: _____

JAMES R. BORGMANN, City Manager

ATTEST: _____

Print Name: _____

MAGALI VALLS, City Clerk

STATE OF FLORIDA

COUNTY OF MIAMI-DADE

The foregoing instrument was acknowledged before me this _____ day of _____, 2011, by James R. Borgmann, City Manager and Magali Valls, City Clerk of the City of Miami Springs, a Florida Municipal Corporation. They are personally known to me or have produced _____ (type of identification) as identification and did (did not) take an oath.

Notary Public, State of Florida

Print, Type of Stamp Name of
Notary Public

AGENDA ITEM

9B3

AGREEMENT

WITH

ROGER PIERMARINI

TO BE SUBMITTED

AT A LATER DATE



Calvin, Giordano & Associates, Inc.
EXCEPTIONAL SOLUTIONS

Agenda Item No.

City Council Meeting of:

APRIL 25, 2011

Work Order No. 7

DATE: April 19, 2011
RE: Airport Golf District Boundary Regulations and Design Guidelines
CLIENT: City of Miami Springs
 201 Westward Drive
 Miami Springs, FL 33166-5289
ATTENTION: Mr. James R. Borgmann
CGA NO.: 10-3320.7

CGA HAS BEEN ADVISED TO PROCEED WITH THE FOLLOWING ADDITIONAL SERVICES:

I. Professional Planning Services

A. CGA will prepare zoning code amendments related to the Airport Golf area in the City's District Boundary Regulations to include following:

1. Remove the Airport Golf area from the Airport, Marine, and Highway Business District.
2. Create a new Airport Golf District zoning designation and district boundary regulations including the following:
 - Distinguish which uses are specifically permitted including mixed use and prohibited in within the Airport Golf District.
 - Review development standards.
 - Review parking standards.
 - Clarify site plan and development review procedure.
3. Create Design Guidelines for redevelopment and renovation in the Airport Golf District.
 - Provide design guidelines for development, redevelopment and renovation for properties along Curtiss Parkway.

Building Code Services
 Code Enforcement
 Construction Engineering & Inspection
 Construction Services
 Contract Government
 Data Technologies & Development
 Emergency Management Services
 Engineering
 Governmental Services
 Indoor Air Quality
 Landscape Architecture & Environmental Services
 Municipal Engineering Planning
 Public Administration
 Redevelopment & Urban Design
 Surveying & Mapping
 Transportation Planning & Traffic Engineering
 Utility & Community
 Maintenance Services

700 Eller Drive, Suite 600
 Lauderdale, FL 33316
 Phone: 954.921.7781
 Fax: 954.921.8807

www.calvin-giordano.com

- Criteria for building massing to allow transition appropriately to both adjacent development and to existing neighboring communities.
- Façade articulation to promote pedestrian activity and enhance overall urban environment with appropriate fenestration.
- Signage standards that complement the façade and attract customers.
- Provide a design example (one) for redevelopment along Curtiss Parkway.

B. CGA will facilitate and present at the following public workshops and public hearings.


1. Present Design Guidelines to Architectural Review Board for feedback and comments.
2. Attend public hearings. CGA will present the zoning code amendments at the first reading held with the Local Planning Agency and City Council. Any revisions requested at the first reading will be provided and presented at the second reading with the City Council.

PROPOSED SCHEDULE OF FEES	
I	Professional Planning Services \$21,846.00
	TOTAL (Flat fee plus reimbursables per the Master Consulting Professional Services Agreement. Payments to be made monthly.) \$21,846.00

AUTHORIZATION

**Kindly sign and return this authorization at your earliest convenience.
Calvin, Giordano & Associates, Inc.
will proceed upon receipt of authorization.**

By: _____
Mr. James R. Borgmann
City Manager

By:  _____
Dennis J. Giordano
President

Date: _____

Date: 4-20-11



Calvin, Giordano & Associates, Inc.

EXCEPTIONAL SOLUTIONS

PROFESSIONAL FEE SCHEDULE

Principal	215.00	LANDSCAPE ARCHITECT	
Contract Administrator	190.00	Associate, Landscape Architect	165.00
Project Administrator	165.00	Senior Landscape Architect	130.00
Executive Assistant	75.00	Environmental Administrator	125.00
Clerical	75.00	Landscape Architect	115.00
		Environmental Specialist	105.00
ENGINEERING		Landscape CADD Technician	95.00
Associate, Engineering (VI)	190.00	Environmental Assistant	85.00
Director, Engineering (V)	165.00	Landscape Inspector/Arborist	105.00
Project Manager (IV)	145.00	Landscape Designer	115.00
Project Engineer (III)	125.00	Landscape Site Plan Reviewer	130.00
Engineer (II)	105.00		
Jr. Engineer (I)	100.00	SURVEYING	
Senior CADD Tech Manager	115.00	Associate, Surveying	165.00
CADD Technician	95.00	Senior Registered Surveyor	145.00
Traffic Engineer (II)	125.00	Survey Crew	135.00
Traffic Engineer (I)	100.00	Registered Surveyor	130.00
Traffic Technician	90.00	Survey Coordinator	105.00
Permit Administrator	90.00	CADD Technician	95.00
		3D Laser Scanner	355.00
DATA TECH DEVELOPMENT		Hydrographic Survey Crew	330.00
Associate, Data Tech Dev.	165.00	G.P.S. Survey Crew	155.00
GIS Coordinator	145.00	Sub-meter G.P.S	75.00
GIS Specialist	125.00	Soft Dig (per hole)	480.00
Multi-Media 3D Developer	115.00	Utility Locates (per hour)	205.00
GIS Technician	100.00		
Sr. Applications Developer	165.00	INDOOR AIR QUALITY SERVICES	
Applications Developer	135.00	Sr. Environmental Scientist	115.00
Network Administrator	155.00	Environmental Scientist	100.00
System Support Specialist	115.00		
IT Support Specialist	85.00	GOVERNMENTAL SERVICES	
		Associate, VP	190.00
CONSTRUCTION		Director of Code Enforcement	145.00
Associate, Construction	165.00	Director of Building Code	145.00
Construction Management Director	135.00	Project Manager	145.00
Senior Inspector	100.00	Grants Administrator	125.00
Inspector	90.00	Code Enforcement Field Supervisor	110.00
		Code Enforcement Field Inspector	90.00
EMERGENCY MANAGEMENT		Building Official	115.00
Director	145.00	Building Plans Reviewer	90.00
Planner	105.00	Building Inspector	90.00
Assistant Planner	90.00	Permit Processor	75.00
		REDEVELOPMENT & URBAN DESIGN	
PLANNING		Revitalization Project Director/Manager	165.00
Associate, Planning	175.00	Revitalization Coordinator	130.00
Director of Planning	145.00	Alternative Funding/Technician	100.00
Planning Administrator	135.00	Commercial Zoning Administrator	130.00
Assistant Director	125.00	Redevelopment Planner	105.00
Senior Planner	125.00	Specialist/Downtown Manager	100.00
Assistant Planner	90.00	Municipal Administrator	165.00
		Municipal Assistant Administrator	130.00
EXPERT WITNESS		Municipal Department/Division Head	105.00
Principal/Associate	330.00		
Registered Engineer/Surveyor	280.00		
Project Engineer	230.00		

Building Code Services
 Code Enforcement
 Construction Engineering & Inspection
 Construction Services
 Contract Government
 Data Technologies & Development
 Emergency Management Services
 Engineering
 Governmental Services
 Indoor Air Quality
 Landscape Architecture & Environmental Services
 Municipal Engineering
 Planning
 Public Administration
 Redevelopment & Urban Design
 Surveying & Mapping
 Transportation Planning & Traffic Engineering
 Utility & Community Maintenance Services

1400 Eller Drive, Suite 600
 Lauderdale, FL 33316
 Phone: 954.921.7781
 Fax: 954.921.8807

www.calvin-giordano.com

In addition to the hourly rates listed above, charges will include direct out-of-pocket expenses such as reproduction, overnight mail, and other reimbursables billed at a multiplier of 1.25.

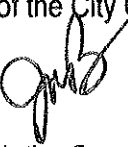
Effective February 1, 2011



City of Miami Springs Interoffice Memo

DATE: April 19, 2011

TO: Mayor Xavier Garcia and Members of the City Council

FROM: James R. Borgmann, City Manager 

RE: Status of Annexation Application with the County

For those who did not attend the county commission last week, the good news is that our applications were deferred indefinitely. There was some confusion at first inasmuch as they were ready to vote for the deferrals, then rescinded that motion to allow speakers against the annexations. Once the speakers had their say, the motion was offered to defer the applications to an indefinite time in the future. The vote was unanimous. The speakers, by the way, were an organized group of property owners from the various areas in line to be annexed by the four cities.

Previous correspondence and recommendations from the county staff have spoken to the current economic crisis as a reason not to allow cities to annex at this time. The county commission, however, allowed the recent annexation by the city of Sweetwater, which included the Dolphin Mall. Specific to that annexation, however, was the caveat from the city that they would keep the tax millage at current UMSA levels (2+ mils). We would not be able to do that. Most of the analysis we have done over the last eight years might get us down to a millage rate of about 4.9 mils. That would still more than double the taxes on the properties in that area, which is what the property owners objected to. With the recent declines in property assessments, it is possible that the 4.9 mils is no longer attainable for us.

If I had to guess, it will be at least two more fiscal years before the county is in any financial position to release any of these areas. That could change, however, if the county goes through with their thoughts to make all unincorporated areas become part of an abutting city. That will be interesting if the cities aren't interested....depending of course on which services they may be forced to assume (police, etc.).

Agenda Item No.

City Council Meeting of:

APRIL 25, 2011

CITY OF MIAMI SPRINGS



City Manager Department
201 Westward Drive
Miami Springs FL 33166
Agenda Item No. 305-805-5010

City Council Meeting of:

APRIL 25, 2011

TO: Honorable Mayor Garcia and Members of the City Council

VIA: Jim Borgmann, City Manager *JB*

FROM: Ronald Gorland, Assistant City Manager Building Department Director *Rou*
Tex Ziadie, Building Department Supervisor

DATE: April 20, 2011

SUBJECT: Code Compliance and Building Specialist Staffing

Further to the discussion regarding subject during the last Council meeting, following is the recommendation of Building and Code and City management:

Recommendation

1. Fill the open but unfunded Code Compliance position with two part-time code compliance officers working an estimated 29 hours per week at a total cost for both of approximately \$25,000 for the remainder of FY11 (\$20.00 per hour each for max 29 hours per week). An additional estimated \$4,500 will be needed for support requirements (uniforms, laptops, vehicle, etc.).
2. Fill the open but unfunded fulltime Building Specialists position at a cost of \$13,100 plus benefits for the remainder of FY11 (\$26,845 plus benefits annually).

General Discussion

Code Compliance

We believe at least in the short term that two part-time positions focused primarily on the commercial properties will provide us with the best and fastest return. Both part-time code compliance officers will be hired with the understanding that they will have varying schedules that will include weekends, early start times (7AM) and late hours (to 10PM). Initial efforts will cover all commercial areas to get the word to both business and property owners regarding the need to change commercial area appearance focusing on all "appearance" and safety related codes. We gain a great deal more coverage using part-time positions for approximately the same cost as one fulltime position. If over time part-time code compliance positions prove to be a problem, it is far easier to switch to a fulltime position than the reverse (fulltime to part-time). Because our efforts will be geared toward working with the commercial and business owners, we don't expect citation revenues to be a material offset to

CITY OF MIAMI SPRINGS

the increased budget requirements. However, if Council prefers a much faster response by our commercial/business owners, at some point in the future we can switch to the quicker "warning and then citation" approach (according to my peers in communities that generally use this approach, it is effective but somewhat brutal but not near as brutal as the "see it, ticket it" approach of some communities).

Positives and negatives of two part-time vs. one full-time Code Compliance employee:

Part-time employees are much less expensive, support more extensive coverage for the same cost as one full-time employee; greater assignment flexibility; quicker initial coverage, greater backup support during absences.

Part-time employees have less job commitment; confront City Hall space limitations; require longer training time; and present more consistency issues;

Building Department Specialists position


As stated previously, because of their technical qualifications, an absence (illness, vacation, training, etc.) of either, or both, Building Specialists require qualified Code Compliance personnel backup. Filling this open position with a full-timer is a better more cost-effective solution than continuing to rely on Code backup. Additionally, because Building function revenues cannot exceed its costs per FL statute, the City is in a very good position to fill this vacancy because we currently have in-excess of 200,000 in revenues over allowed costs (part of the annual audit).



City of Miami Springs Interoffice Memo

DATE: April 19, 2011

TO: Mayor Xavier Garcia and Members of the City Council

FROM: James R. Borgmann, City Manager 

RE: Establishment of a Youth Advisory Board

Council is desirous of establishing a "Youth advisory board" to assist them in responding to the needs of our youth population. There are other cities that currently have established and active boards. While you have already received the attached documents from Pinecrest and Hialeah, I have included these again in this packet.

Included are copies of the resolution from Pinecrest establishing their board and the application form they use.

The Hialeah document appears to be lifted from their city code, as revised in 1999.

Common to both are sections dealing with the frequency of meetings (quarterly or monthly), size of the board (8 or 20), ages or grade in school (12 to 18 or 15 to 21), and their duties/purpose. The Hialeah code appears to go one step further and adds the need for this board to help educate their fellow students about government and how it works.

I think there are good points in both. I like the idea of having an appointed adult advisor, which appears to be an outside person, not a staff member or council person. I also like the idea of this peer group developing and instructing their fellow students on government functions.

After our discussion this evening, staff can draft either an ordinance or resolution to establish such a board for Miami Springs.

Agenda Item No.

City Council Meeting of:

APRIL 25, 2011

RESOLUTION NO. 2009-58

A RESOLUTION OF THE VILLAGE OF PINECREST, FLORIDA, ESTABLISHING THE YOUTH ADVISORY COUNCIL; PROVIDING FOR MEMBERSHIP, APPOINTMENTS, OFFICERS, MEETINGS, ABSENCES, AND DUTIES; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Village Council wishes to establish a Youth Advisory Council;

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF PINECREST, FLORIDA AS FOLLOWS:

Section 1. *Creation.* That the Village Council hereby establishes the Youth Advisory Council (YAC).

Section 2. *Membership.* The YAC shall consist of twenty (20) members which shall be Village residents, or students attending a public or private school in the Village, who are actively enrolled in grades 6 – 12.

Section 3. *Appointments/Terms.* The members of the YAC shall be chosen through an application process and shall be appointed by the Village Council, with each councilmember appointing four members, with at least one appointment from Grades 6 – 8, for a one year term, with all terms expiring on May 31st of each year.

Section 4. *Officers.* The YAC shall elect a chairperson, vice chairperson and secretary at the first regular meeting after annual appointments are made by the Village Council. The chairperson shall be responsible for conducting meetings. The vice chairperson shall perform the duties of the chairperson during the absence of the chairperson. The secretary shall be responsible for providing timely notice of meetings to the Village Clerk and keeping minutes of said meetings.

Section 5. *Meetings.* The YAC shall meet on at least a quarterly basis and shall

submit status reports, including all recommendations, to the Village Council. All meetings shall be public subject to applicable state law.

Section 6. Absences. Absences from three consecutive regular meetings of the YAC shall cause a member to be removed from their seat, unless such absence is excused by a majority vote of the YAC.

Section 7. Duties and Responsibilities. The YAC shall have responsibility to:

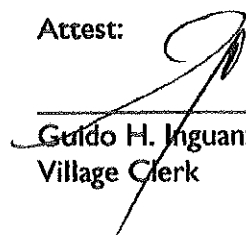
- Evaluate and review issues affecting youth in the Village;
- Increase volunteerism and enhance civic education;
- Promote leadership and advocacy for youth issues;
- Develop and perform at least one community service project per academic year;
- Facilitate meetings with youth to discuss issues important to the community;
- Share ideas and discuss issues, concerns and suggested improvements with the Village Council;
- Assist in planning youth and recreation activities; and
- Evaluate and advise the Village Council on issues assigned to the YAC by the Village Council.

Section 8. Effective Date. This resolution supersedes Resolution 2009-48 and shall take effect immediately upon adoption.

PASSED AND ADOPTED this 10th day of November, 2009.


Cindy Lerner, Mayor

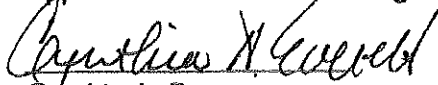
Attest:



Guido H. Inguanzo, Jr., CMC
Village Clerk



Approved as to Form and Legal Sufficiency



Cynthia A. Everett
Village Attorney

Moved by: Vice Mayor Corradino
Second by: Councilmember Harter

Vote: Councilmembers Cutler, Harter, Ross, Vice Mayor Corradino, and Mayor Lerner voting Yes

APPLICATION

APPLICANTS MUST BE A VILLAGE OF PINECREST RESIDENT
ACTIVELY ENROLLED IN A PUBLIC OR PRIVATE SCHOOL IN GRADES 6 - 12.

ALL INFORMATION MUST BE PROVIDED IN ORDER TO BE CONSIDERED FOR APPOINTMENT.

NAME	[REDACTED]
SCHOOL:	Miami Palmetto Senior High
GRADE:	10
HOME ADDRESS:	[REDACTED]
TELEPHONE	[REDACTED]
CELL	[REDACTED]
E-MAIL:	[REDACTED]
DATE OF BIRTH:	[REDACTED]
PARENT/GUARDIAN:	[REDACTED]
PARENT/GUARDIAN TELEPHONE	[REDACTED]
PARENT/GUARDIAN E-MAIL:	[REDACTED]

PLEASE CHECK ALL THAT APPLY:

- I HAVE TRANSPORTATION TO ATTEND MEETINGS
- I AM WILLING TO MAKE A ONE YEAR COMMITMENT
- I AM INTERESTED IN COMMUNITY SERVICE HOURS
- I INITIATED MY INTEREST IN JOINING THE YOUTH ADVISORY COUNCIL
- I WAS ASKED TO APPLY BY _____

HOW OFTEN DO YOU CHECK E-MAIL?

- NOT OFTEN SOMETIMES REGULARLY FREQUENTLY

ARE YOU A MEMBER OF SOCIAL NETWORKING GROUPS?

- FACEBOOK TWITTER NONE OTHER _____

DO YOU "TEXT" AS A MEANS OF COMMUNICATING?

- YES NO

Please answer the following questions as thoroughly as possible (attach extra paper if necessary):

I currently participate in the following academic, extracurricular, community, or volunteer activities -
I am involved in Girl Scouts as a senior, Art Honor Society, Interact service club, science competitors club, Spanish Honor Society, tennis lessons and an after-school fashion design institute at Rozio Couture.

If you could change one thing in Pinecrest, what would it be?
If I could change one thing about pinecrest I would want to create a safer environment for children and teens. It is very important to me for our community to not only be safe, but feel safe and comfortable to our youth.

*I was vice chair last year

I feel I am an excellent candidate for the Youth Advisory Council because of the following reasons:
I truly believe that I would be a perfect addition for the YAC because I have eight years of leadership and group working skills from Girl Scouts. I was the vice president of the National Junior Honor Society last year at Palmetto Middle School, I attended a National Young Leaders State Conference this past summer that focused on leadership skills and conflict resolution. I am familiar with the PTSA and have attended a PTSA

What issues about local government interest you (Police, Parks, Programs, etc.)?
I am most interested in the education, programs and safety in our community. I think it is important for local government to provide and support volunteer opportunities within our community.

What community service projects have you participated in?
I have participated in many community service projects through Hands on Miami, National Junior Honor Society and Girl Scouts. My Hands on Miami projects include volunteering at the Special Olympics and a Liberty City housing project. I organized and led an NJHS service project making cards for patients at Miami Children's Hospital. Through Girl Scouts I have earned my Bronze Award making a garden at Howard Drive Elementary and I earned my Girl Scout Silver Award

(continued from above)... State Conference, I have lived in Pinecrest my entire life, I attend public school and I am familiar with, and have taken advantage of the various classes and the library at the new Community Center

What are the three most important issues to you regarding your community?
 Three issues that I care about are eco friendliness, the secure feeling of our community and the ability for residents to be involved in programs and activities within our community.

List two adult references (non-relatives) with contact information including telephone number.

[Redacted]
 [Redacted]
 [Redacted]
 [Redacted]

THE VILLAGE OF PINECREST DOES NOT DISCRIMINATE AGAINST ANY PERSON DUE TO RACE, RELIGION, COLOR, NATIONAL ORIGIN, PHYSICAL OR MENTAL DISABILITY, CREED, AGE, SEXUAL PREFERENCE, OR SEX.

Send completed application to:

Village of Pinecrest
 Attn: Youth Advisory Council
 12645 Pinecrest Parkway
 Pinecrest, FL 33156
 or
 clerk@pinecrest-fl.gov

Note: To maintain active membership on the Youth Advisory Council and to be eligible for trips and service hours, individuals selected must attend scheduled meetings regularly, respond timely to correspondence and participate in other scheduled activities unless an excused absence is obtained. Failure to do so and or excessive excused absences will result in termination of membership.

I have read and understand this stipulation.

Applicant Name: [Redacted]

Applicant Signature: [Redacted] Date: 9/1/10

Parent/Guardian Name: [Redacted]

Relationship to Applicant: Mother

Parent/Guardian Signature: [Redacted] Date: 9/1/10

Emergency Contact Number: [Redacted]

VILLAGE OF PINECREST

OFFICE OF THE VILLAGE CLERK



Guido H. Inguanzo, Jr.
Village Clerk

Via E-mail

January 8, 2010

[REDACTED]

Pinecrest, Florida

[REDACTED]

I am pleased to inform you that Councilmember Joseph M. Corradino has appointed you to serve as a member of the Village's Youth Advisory Council. Your term expires on May 31, 2010.

The board's organizational meeting will be held on Friday, January 22, 2010, 2:00 p.m., at the Pinecrest Municipal Center, 12645 Pinecrest Parkway, Pinecrest, Florida.

If you have any questions, or need any additional information, please contact me directly at inguanzo@pinecrest-fl.gov or at (305) 234-2121, Ext. 120.

Sincerely,

A handwritten signature in black ink, appearing to read "Guido H. Inguanzo, Jr.", written over a horizontal line.

Guido H. Inguanzo, Jr., CMC
Village Clerk

Hialeah Youth Advisory Council

From: Alpizar, Marla [MALpizar@hialeahfl.gov]
Sent: Wednesday, November 10, 2010 6:00 PM
To: Mcnichols, Melinda L.
Subject: Youth Advisory Council

DIVISION 2. YOUTH ADVISORY BOARD

Sec. 2-611. Established.

The city establishes a youth advisory board.

(Code 1960, § 2-21.1; Ord. No. 84-09, § 1, 1-24-1984; Ord. No. 99-24, § 1(2-34(a)), 2-23-1999)

Sec. 2-612. Composition and term of service.

The youth advisory board shall consist of eight members between the ages of 15 and 21 years. Each councilmember and the mayor shall select a member.

Members shall serve without compensation. Members shall serve for a term of two years.

(Code 1960, § 2-21.2; Ord. No. 84-09, § 2, 1-24-1984; Ord. No. 88-02, § 1, 1-12-1988; Ord. No. 99-24, § 1(2-34(b)), 2-23-1999)

Sec. 2-613. Meetings.

The youth advisory board shall meet at least monthly. The board shall establish the date, time and place of its meetings.

(Code 1960, § 2-21.5; Ord. No. 84-09, § 5, 1-24-1984; Ord. No. 99-24, § 1(2-34(e)), 2-23-1999)

Sec. 2-614. Adult advisor.

An adult advisor shall be appointed by majority vote of the city council. The adult advisor shall act as a liaison between the young people and the community at large and its elected officials. The advisor shall assist in the preparation of any request by the youth advisory board to the city council for expenditures and shall be responsible for monitoring the spending of any approved expenditure.

(Code 1960, § 2-21.4; Ord. No. 84-09, § 4, 1-24-1984; Ord. No. 99-24, § 1(2-34(d)), 2-23-1999)

Sec. 2-615. Duties and powers.

The enumerated powers and duties of the youth advisory board are to:

- (1) Advise the city council on significant and pertinent matters relating to young people within the city.
- (2) Report and advise the city council on the needs, goals, objectives and results of activities relating to young persons in the community.
- (3) Represent the city and its interests in any county, state or national initiatives, programs, boards and committees concerning young people.
- (4) Promote sports, cultural activities and community projects for young people in the community.
- (5) Educate young people in exercising their rights and privileges under law and their civic duty and responsibilities.

Hialeah Youth Advisory Council

(6) Educate young people concerning the function of the legislative, executive and judicial branches of government as it pertains to young people and adults.


(Code 1960, § 2-21.3; Ord. No. 84-09, § 3, 1-24-1984; Ord. No. 99-24, § 1(2-34(c)), 2-23-1999) Secs. 2-616--2-640. Reserved.

4-25-2011



**OFFICE OF THE CITY CLERK
MEMORANDUM**

TO: Honorable Mayor Garcia and Members of the City Council

FROM: Magali Valls, City Clerk 

DATE: April 19, 2011

SUBJECT: WESTWARD DRIVE CHARTER AMENDMENT PETITIONS

I have continued to provide all of you with copies of the relevant correspondence and documents received regarding the review procedures conducted on the Westward Drive Charter Amendment Petitions by the Miami-Dade County Elections Department.

As you are aware, I returned the petitions to the Elections Department following the signature verification process, so that the Elections Department could review the petitions for sufficiency in the five other categories specified in the Elections Department correspondence to the City.

The next correspondence received from the Elections Department noted certain potentially disqualifying violations related to the reviewed petitions. Unfortunately, despite calls from the City Attorney (to the County Attorney) and me (to the Elections Department), we have been unable to secure more detailed information in regard to why ". . . 26 petitions would not meet requirements numbers 2 through 5".

In light of the foregoing circumstances, I am obviously not able to provide all the information you may need to evaluate the validity of the Charter Amendment Petitions and to decide upon a future course of action for the petitions.

As your Supervisor of Elections, I am respectfully placing the matter on the next regular agenda for a discussion of the alternatives available to the City Council.

Attachments

cc: City Manager
Assistant City Manager
City Attorney



Elections
2700 NW 87th Avenue
Miami, Florida 33172
T 305-499-VOTE F 305-499-8547
TTY: 305-499-8480

miamidade.gov

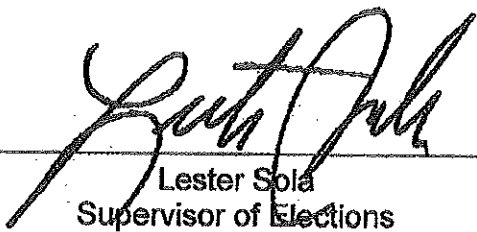
CERTIFICATION

STATE OF FLORIDA)

COUNTY OF MIAMI-DADE)

I, Lester Sola, Supervisor of Elections of Miami-Dade County, Florida, do hereby certify that 1,054 signatures submitted by the City of Miami Springs for the Westward Drive Amendment of the City Charter matched the signatures on the voter files.

WITNESS MY HAND
AND OFFICIAL SEAL,
AT MIAMI, MIAMI-DADE
COUNTY, FLORIDA,
ON THIS 25th DAY OF
MARCH, 2011



Lester Sola
Supervisor of Elections
Miami-Dade County

Please submit a check for \$78.60 to our office payable to the "Board of County Commissioners" for the cost of verifying these signatures.

Delivering Excellence Every Day



Elections
2700 NW 87th Avenue
Miami, Florida 33172
T 305-499-VOTE F 305-499-8547
TTY: 305-499-8480

miamidade.gov

March 25, 2011

Magali Valls, CMC
City of Miami Springs
201 Westward Drive
Miami Springs, FL 33166

Dear Ms. Valls:

The Miami-Dade Elections Department has completed the verification of the petitions for the Westward Drive Amendment of the City Charter. A total of 1,240 petitions were submitted and all of the petitions were reviewed for verification. Of the total 1,240 petitions, 1,054 were certified. There will be no charge for the additional petitions that were verified.

For purposes of petition verification, the Code of Miami-Dade County states that petitions shall be disqualified for the following reasons:

- Title not being in English, Spanish, and Creole
- Circulator was not a registered voter in Miami-Dade County
- Notary did not comply with F.S. 117.05
- Notary was the same person as the circulator
- Signatures of the circulator and the notary were dated earlier than any of the dates on which the electors signed the petition

However, for municipal petitions, my office does not review this information and encourages the municipality to ensure compliance with municipal charter or code requirements.

As such, please find the certification for the petition enclosed. Should you have any questions or concerns, please feel free to contact me at 305-499-8509 or Rosy Pastrana, Deputy Supervisor of Elections for Voter Services at 305-499-8548.

Sincerely,


Lester Sobel
Supervisor of Elections
Miami-Dade Elections Department

Enclosure (1)

Delivering Excellence Every Day

OFFICE OF THE CITY CLERK
201 WESTWARD DRIVE
MIAMI SPRINGS, FL 33166



TELEPHONE:
305-805-5006
FAX:
305-805-5028

March 31, 2011

Mr. Lester Sola
Supervisor of Elections
Miami-Dade Elections Department
2700 N. W. 87th Avenue
Miami, Florida 33172

Re: Westward Drive Amendment of the City Charter

Dear Mr. Sola:

The City is in receipt of the Certification of voter signatures and your correspondence of March 25, 2011 regarding the Westward Drive amendment of the City Charter.

With reference to our recent conversation, the City is returning to you the 136 original petition forms previously submitted on March 15th so that you may conduct the following petition reviews noted in your correspondence which were not initially performed:

- Title not being in English, Spanish, and Creole
- Circulator was not a registered voter in Miami-Dade County
- Notary did not comply with F.S. 117.05
- Notary was the same person as the circulator
- Signatures of the circulator and the notary were dated earlier than any of the dates on which the electors signed the petition

Please advise of the results of the foregoing petition reviews, and the City will, of course, reimburse your office for all costs incurred.

We thank you in advance for your assistance.

Sincerely,

A handwritten signature in cursive script that reads "Magali Valls".

Magali Valls, CMC
City Clerk

cc: City Council
City Manager
City Attorney



April 6, 2011

Magali Valls, CMC
City of Miami Springs
201 Westward Drive
Miami Springs, FL 33166

Re: Westward Drive Amendment of the City Charter

Dear Ms. Valls:

This letter is provided in response to your letter of March 31, 2011 and as an update to my letter of March 25, 2011.

In your letter, you ask that we review the petitions for the above referenced Amendment to the City Charter for the following items:

1. Title not being in English, Spanish, and Creole
2. Circulator was not a registered voter in Miami-Dade County
3. Notary did not comply with F.S. 117.05
4. Notary was the same person as the circulator
5. Signatures of the circulator and the notary were dated earlier than any of the dates on which the electors signed the petition

We have completed our review and find that based on the request in your letter none of the petitions meet requirement number 1. In addition, 26 petitions would not meet requirements numbers 2 through 5.

Please note that our original certification regarding our review of the signatures on the petition stands. The information provided in this letter is only in response to your letter and the ultimate decision on whether to reject these petitions remains yours. Should you have any questions or concerns, please feel free to contact me at 305-499-8509 or Rosy Pastrana, Deputy Supervisor of Elections for Voter Services at 305-499-8548.

Sincerely,

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

Lester Sola
Supervisor of Elections
Miami-Dade Elections Department

Enclosure (1)



**OFFICE OF THE CITY CLERK
MEMORANDUM**

TO: Honorable Mayor Bain and Members of the City Council
Honorable Mayor Elect Xavier Garcia

FROM: Magali Valls, CMC, City Clerk *M. Valls*

DATE: April 11, 2011

SUBJECT: **Citizen Petition – Westward Drive Charter Amendment**

Attached is the most recent correspondence from the Miami-Dade County Elections Department in regard to the pending review of the Westward Drive amendment citizens' petition.

In light of the questions raised in the third paragraph, the City Attorney and I are endeavoring to solicit a better explanation regarding the review process from the Elections Department.

We will keep you advised.

cc: City Manager
Assistant City Manager
City Attorney
Jaime Petralanda

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 Klasterin Samek

M E M O R A N D U M

TO: MAYOR AND CITY COUNCIL

FROM: JAN K. SEIDEN, City Attorney

DATE: APRIL 7, 2011

RE: CODE CHAPTER NO. 33

During the recent election, I received a call from the Washington D.C. office of a local law firm inquiring about City Code of Ordinance Section 33-06, which states:

33-06. *Political Contributions.*

No person shall accept as a political contribution a sum in excess of \$50 from any person or organization.

The City Clerk, the City's Supervisor of Elections, has advised that the subject code section has never been followed during her entire tenure in office, and that campaign financial matters have always complied, and been consistent, with the provisions and requirements of state law.

Upon conducting a further review of the provisions contained in Code Chapter No. 33, it appears that the entire Chapter, with the exception of Code Section 33-20 (which adopts the current lobbying ordinance provisions of the county), was enacted in the same Ordinance in 1973.

Chapter No. 33 is designated as the "City of Miami Springs Conflict of Interest and Code of Ethics Ordinance". However, to my knowledge, no city officer or official has ever been accused or charged with a violation of the provisions of this Chapter. This is, quite frankly, understandable since city officers and officials are more likely to be prosecuted in accordance with the applicable county or state conflict of interest or ethics code provisions.

MEMO/ Page Two
April 7, 2011

In fact, there are no "enforcement procedures or processes" set forth in Chapter No. 33, and only a few of the provisions provide what could be described as punishment for acting in contravention of the existing code provisions.

The new City Council may want to consider whether it would be advisable to repeal the Code provisions contained in this 38 year old Chapter and simply adopt the provisions of the Miami-Dade County Conflict of Interest and Code of Ethics Ordinance for enforcement against officers and officials of the City.

As always, please feel free to contact me if you have any questions regarding the foregoing.

Sincerely,

A handwritten signature in cursive script that reads "Jan K. Seiden". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

JAN K. SEIDEN

JKS:jll

Chapter 33

CONFLICT OF INTEREST; CODE OF ETHICS; LOBBYING

- Sec. 33-01. Designation; applicability.
- Sec. 33-02. Definitions.
- Sec. 33-03. Prohibition on transacting business with the City.
- Sec. 33-04. Further prohibition on transacting business with the City.
- Sec. 33-05. Gifts prohibited.
- Sec. 33-06. Political contributions.
- Sec. 33-07. Compulsory disclosure by employees of firms doing business with the City.
- Sec. 33-08. Exploitation of official position prohibited.
- Sec. 33-09. Prohibition on use of confidential information.
- Sec. 33-10. Conflicting employment prohibited.
- Sec. 33-11. Prohibition on outside employment.
- Sec. 33-12. Prohibited investments.
- Sec. 33-13. Certain appearances and payments prohibited.
- Sec. 33-14. Actions prohibited when financial interests involved.
- Sec. 33-15. Acquiring financial interests.
- Sec. 33-16. Recommending professional services.
- Sec. 33-17. Continuing application for two years after City service.
- Sec. 33-18. City Attorney to render opinions on request.
- Sec. 33-19. Retroactivity.
- Sec. 33-20. Lobbying ordinance adopted.

Sec. 33-01. Designation; applicability.

This chapter shall be designated and known as the "City of Miami Springs Conflict of Interest and Code of Ethics Ordinance." This chapter shall be applicable to all City personnel as defined herein, and shall also constitute a minimum standard of ethical conduct and behavior for all City officials and officers, autonomous personnel, quasi-judicial personnel, advisory personnel, departmental personnel, and employees of the City, insofar as their individual relationships with the City are concerned.

(Ord. 541, passed 5-14-73)

Sec. 33-02. Definitions.

For the purpose of this chapter the following words and phrases shall have the following meanings ascribed to them respectively.

- (A) *Advisory personnel.* The members of the Zoning and Planning Board and advisory boards and agencies whose sole or primary responsibility is to recommend legislation or give advice to the City Council.
- (B) *Autonomous personnel.* The members of authorities, boards, and agencies as are entrusted with the day-to-day policy-setting, operation and management of certain defined City functions or areas of responsibility, even though the ultimate responsibility for such functions or areas rests with the City Council.
- (C) *City Council.* The Mayor and the members of the City Council, as duly constituted from time to time.
- (D) *Compensation.* Any money, gift, favor, thing of value, or financial benefit conferred in return for services rendered or to be rendered.
- (E) *Controlling financial interest.* Ownership, directly or indirectly, of ten percent or more of the outstanding capital stock in any corporation, or a direct or indirect interest of ten percent or more in a firm, partnership, or other business entity.
- (F) *Departmental personnel.* The City administrator, his department heads, the City Attorney, and all Assistant City Attorneys.
- (G) *Employees.* All other salaried personnel employed by the City.
- (H) *Immediate family.* The spouse, parents, and children of the person involved who, at the time in question, reside with the person within a single household.
- (I) *Quasi-judicial personnel.* The members of the Board of Adjustment, and other boards and agencies of the City as perform quasi-judicial functions.
- (J) *Transact any business.* The purchase or sale by the City of specific goods or services for a consideration.

(Ord. 541, passed 5-14-73)

Sec. 33-03. Prohibition on transacting business with the City.

(A) No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall enter into any contract or transact any business in which he or a member of his immediate family has a financial interest, direct or indirect, with the City or any person or agency acting for the City, and any contract, agreement, or business engagement entered in violation of this section shall render the transaction voidable. Willful violation of this section shall constitute malfeasance in office, and shall effect forfeiture of office or position.

(B) Waiver.

- (1) The requirements of this section may be waived for a particular transaction only by affirmative vote of two-thirds of the entire City Council, after public hearing. The waiver may be effected only after findings by two-thirds of the entire council that:
 - (a) An open-to-all sealed competitive bid has been submitted by a City person as defined in § 33-02(A), (B), and (I); or
 - (b) The property or services to be involved in the proposed transaction are unique, and the City cannot avail itself of the property or services without entering a transaction which would violate this section, but for waiver of its requirements; and
 - (c) The proposed transaction will be to the best interests of the City.
- (2) These findings shall be spread on the minutes of the council. This section shall be applicable only to prospective transactions, and the council may in no case ratify a transaction entered in violation of this section.

(C) Provisions cumulative. This section shall be taken to be cumulative, and shall not be construed to amend or repeal any other law pertaining to the same subject matter.

(Ord. 541, passed 5-14-73)

Sec. 33-04. Further prohibition on transacting business with the City.

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall enter into any contract or transact any business through a firm, corporation, partnership, or business entity in which he or any member of his immediate family has a controlling financial interest, direct or indirect, with the City or any person or agency acting for the City, and any such contract, agreement or business engagement entered in violation of this section shall render the transaction voidable. The remaining provisions of § 33-03 will also be applicable to this section as though incorporated herein by recitation.

(Ord. 541, passed 5-14-73)

Sec. 33-05. Gifts prohibited.

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall, directly or indirectly, solicit, accept, or receive any gift having a value of \$25.00 or more, whether in the form of money, service, loan, travel, entertainment, hospitality, thing, or promise, or in any

other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence him, or could reasonably be expected to influence him, in the performance of his official duties, or was intended as a reward for any official action on his part. No person shall, directly or indirectly, offer or make any gift to any person included in the terms defined in § 33-02, or to any member of his immediate family.

(Ord. 541, passed 5-14-73)

Sec. 33-06. Political contributions.

No person shall accept as a political contribution a sum in excess of \$50.00 from any one person or organization.

(Ord. 541, passed 5-14-73)

Sec. 33-07. Compulsory disclosure by employees of firms doing business with the City.

Should any person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) be employed by a corporation, firm, partnership, or business entity in which he does not have a controlling financial interest, either himself or through a member of his immediate family, and should the corporation, firm, partnership, or business entity have substantial business commitments to or from the City or any City agency, or be subject to direct regulation by the City or a City agency, then the person shall file a sworn statement disclosing his employment and interest with the Clerk of the City Council.

(Ord. 541, passed 5-14-73)

Sec. 33-08. Exploitation of official position prohibited.

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall use or attempt to use his official position to secure special privileges or exemptions for himself or others, except as may be specifically permitted by other ordinances and resolutions previously ordained or adopted, or hereafter to be ordained or adopted, by the City Council.

(Ord. 541, passed 5-14-73)

Sec. 33-09. Prohibition on use of confidential information.

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall accept employment or engage in any business or professional activity which he might reasonably expect would require or induce him to disclose confidential information acquired by him by reason of his official position, nor shall he in fact ever disclose confidential information gained through his official position with the City, nor shall he ever use such information, directly or indirectly, for his personal gain or benefit.

(Ord. 541, passed 5-14-73)

Sec. 33-10. Conflicting employment prohibited.

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall accept other employment which would impair his independence of judgment in the performance of his public duties.

(Ord. 541, passed 5-14-73)

Sec. 33-11. Prohibition on outside employment.

No person included in the terms defined in § 33-02(F) (departmental personnel) and (G) (employees), shall receive any compensation for his services as an officer or employee of the City from any source other than the City with the following exceptions:

- (A) A full-time City employee may accept incidental or occasional outside employment so long as the employment is not contrary, detrimental, or adverse to the interest of the City or any of its departments, and the approval required in the following exception is obtained.
- (B) Any outside employment by any full-time City employee must be approved in writing by the employee's department head, who shall maintain a complete record of the employment.

(Ord. 541, passed 5-14-73)

Sec. 33-12. Prohibited investments.

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall have personal investments in any enterprise, either himself or through a member of his immediate family, which will create a substantial conflict between his private interests and the public interest.

(Ord. 541, passed 5-14-73)

Sec. 33-13. Certain appearances and payments prohibited.

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall appear before any City board or agency, and make a presentation on behalf of a third person with respect to any license, contract, certificate, ruling, decision, opinion, rate schedule, franchise, or other benefit sought by the third person. Nor shall such person receive compensation, directly or indirectly, or in any form, for services rendered to a third person who has applied for or is seeking some benefit from the City or a City agency, in connection with the particular benefit sought by the third person. Nor shall such person appear in any court or before any administrative tribunal as counsel or legal advisor to a party who seeks relief from the City or a City agency through the suit in question.

(Ord. 541, passed 5-14-73)

Sec. 33-14. Actions prohibited when financial interests involved.

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall participate in any official action directly or indirectly affecting a business in which he or a

member of his immediate family has a financial interest. A financial interest is defined as a special financial interest, direct or indirect; or as a financial interest as defined in § 769 of the restatement of the law of torts as an investment or something in the nature of an investment. (Ord. 541, passed 5-14-73)

Sec. 33-15. Acquiring financial interests.

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall acquire a financial interest in a project, business entity, or property at a time when he believes or has reason to believe that the financial interest will be directly affected by his official actions, or by official actions of the City or City agency of which he is an official, officer, or employee. (Ord. 541, passed 5-14-73)

Sec. 33-16. Recommending professional services.

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) may recommend the services of any lawyer or law firm, architect or architectural firm, public relations firm, or any other person or firm, professional or otherwise, to assist in any transaction involving the City or any of its agencies, provided a recommendation may properly be made when required to be made by the duties of office, and is advanced at a public meeting attended by other City officials, officers, or employees. (Ord. 541, passed 5-14-73)

Sec. 33-17. Continuing application for two years after City service.

No person included in the terms defined in § 33-02(C), (F), and (G) (commissioners, departmental personnel and employees) shall, for a period of two years after his City service or employment has ceased, act as agent or attorney for anyone other than the City in connection with any judicial or other proceeding, application, request for ruling or other determination, contract, claim, controversy, charge, accusation, arrest, or other particular matter in which the City or one of its agencies is a party, or has a direct and substantial interest, and in which he participated personally and substantially as an official, officer, or employee, through decision, approval, disapproval, recommendation, the rendering of advice, investigation, or otherwise, while so employed in City service. (Ord. 541, passed 5-14-73)

Sec. 33-18. City Attorney to render opinions on request.

Whenever any person included in the terms defined in § 33-02(A), (B), (C), (F), (G), (H), and (I) is in doubt as to the proper interpretation or application of this chapter to himself, or whenever any person who renders services to the City is in doubt as to the applicability of this chapter to himself, he may submit to the City Attorney a full written statement of the facts and questions he has. The City Attorney shall then render an opinion to the person, and shall publish these opinions without use of the name of the person advised unless the person requests the use of his name. (Ord. 541, passed 5-14-73)

Sec. 33-19. Retroactivity.

No section or division of this chapter, save and except for those enacted and in effect prior to the date of the enactment of this chapter, shall have applicability to persons included in the terms defined in § 33-02 who were no longer in the service of the City on the effective date of this chapter.

(Ord. 541, passed 5-14-73)

Sec. 33-20. Lobbying ordinance adopted.

By this provision, the City of Miami Springs hereby adopts in full, the Miami-Dade County Lobbying Ordinance, and all future amendments thereto, contained in County Code of Ordinance § 2-11.1(s).

For the purposes of this section, all references contained in the aforesaid County Code of Ordinance Section to Miami-Dade County, its ordinances, procedures, personnel, and all other references to the County, are hereby intended and interpreted to mean the City of Miami Springs, its ordinances, procedures and personnel, if applicable.

(Ord. 917-04, passed 10-11-04)

APRIL 25, 2011



RESOLUTION NO. 2011-3512

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, PROVIDING FOR THE THIRD AMENDMENT TO THE FY2010-2011 GENERAL FUND AND SPECIAL REVENUE AND CAPITAL PROJECTS FUND BUDGETS; BY INCREASING GENERAL FUND REVENUES FROM UNAPPROPRIATED RESERVES TO COVER AUTHORIZED AND APPROVED GENERAL FUND EXPENDITURES; BY INCREASING THE LAW ENFORCEMENT TRUST FUND BUDGET FROM LAW ENFORCEMENT TRUST FUNDS TO COVER THE COSTS OF TRAINING CERTIFICATION FOR TWO NEW OFFICERS; PROVIDING INTENT; SPECIFYING COMPLIANCE WITH ACCEPTED BUDGETARY PROCESSES AND PROCEDURES; EFFECTIVE DATE.

WHEREAS, the City Charter prohibits any City Department from incurring expenditures in excess of the Department's approved budget; and,

WHEREAS, the City Council has authorized the expenditure of \$93,622 for projects, programs and equipment that was not previously approved as expenditures from the General Fund (webcasting costs, acoustical work at Sosa Theater, Prince Field Tot Lot playground and bleacher repairs, and City fire alarm system improvements); and,

WHEREAS, the General Fund revenues budget must receive sufficient funding from previously unappropriated city reserve funds to cover the aforesaid General Fund expenditures; and,

WHEREAS, the increase in the Law Enforcement Trust Fund Budget requires corresponding funding from Law Enforcement Trust Funds in order to cover recently authorized expenditures for police officer training certification; and,

WHEREAS, it is the intent and purpose of the City Council to authorize and approve the foregoing budgetary actions and adjustments in order to comply with generally accepted budgetary processes and procedures:

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

Section 1: That the City Council of the City of Miami Springs hereby approves and authorizes the budgetary amendments and appropriations to the various revenues and expenditures of the budgets and funds set forth in Exhibit "A" attached hereto.

Section 2: That the City Council approvals and authorizations evidenced herein are intended to provide the City with the means to accomplish the purposes and projects identified in the recitals of this Resolution and the exhibit attached hereto.

Section 3: That the City Council of the City of Miami Springs has authorized and approved the foregoing budgetary amendments, increases, and appropriations in order to comply with generally accepted budgetary processes and procedures.

Section 4: That the provisions of this Resolution shall be effective immediately upon adoption by the City Council.

(THIS SPACE INTENTIONALLY LEFT BLANK)

PASSED AND ADOPTED by the City Council of the City of Miami Springs, Florida,
this 25th day of April, 2011.

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

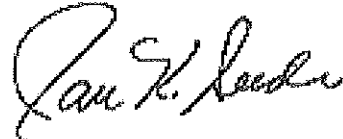
Vice Mayor Best	" _____ "
Councilman Espino	" _____ "
Councilman Lob	" _____ "
Councilwoman Ator	" _____ "
Mayor Garcia	" _____ "

Zavier M. Garcia
Mayor

ATTEST:

Magali Valls, CMC
City Clerk

APPROVED AS TO LEGALITY AND FORM:



Jan K. Seiden, City Attorney

City of Miami Springs
FY 2010-2011 Budget Amendment
All Operating Funds

Fund/Classification	Amended Budget	Amendment No. 3	Ref	Amended Budget
General Fund				
Revenues				
Taxes	\$5,548,291			\$5,548,291
Excise Taxes	2,735,000			2,735,000
Licenses & Permits	513,900			513,900
Intergovernmental Fees	1,658,328			1,658,328
Charges for Services	1,580,264	-		1,580,264
Fines & Forfeitures	176,000			176,000
Miscellaneous	337,100	1,882	6	338,982
Interfund Transfers-In	746,563			746,563
Fund Balance	1,477,497	\$91,740		1,569,237
Total General Fund	\$14,772,943	\$93,622		\$14,866,565
Expenditures				
General Government	2,890,142	\$3,500	2	\$2,893,642
Public Safety	5,908,754	0		5,908,754
Public Works	1,941,912	35,305	7	1,977,217
Recreation & Culture	3,393,591	54,817	3,4,5,6	3,448,408
Transfers to other funds	638,544	0		638,544
Total General Fund	14,772,943	93,622		14,866,565
Sanitation Operations	2,305,700			2,305,700
Stormwater Operations	479,466	0		479,466
Total Enterprise Funds	2,785,166	\$0		\$2,785,166
Special Revenue & Capital Projects				
Road & Transportation	724,306			\$724,306
Senior Center Operations	479,582			479,582
Capital Projects	1,890,747	0		1,890,747
Law Enforcement Trust	134,985	6,000	1	140,985
Total Special Revenue & Capital Projects Funds	3,229,620	\$6,000		\$3,235,620
G.O. Bonds - Series 1997	709,576			\$709,576
Total Debt Service	709,576	\$0		\$709,576
GRAND TOTAL ALL FUNDS	\$21,497,305	\$99,622		\$21,596,927

Legend:

- 1) Funding for training certification for two new officers.
- 2) Funding of \$3500 for webcasting in City Clerk's budget
- 3) \$10,000 Matching funds for acoustical work at the Rebeca Sosa Theatre
- 4) \$23,252 repairs to Prince Field Tot Lot playground, and \$7200 repairs to bleachers
- 5) \$11,843 repairs to the batting cages at Stafford and Prince Fields.
- 6) \$1882 donation for dog park improvements
- 7) \$35,305 for the city fire alarm system


M E M O R A N D U M

Agenda Item No.

TO: MAYOR AND CITY COUNCIL

City Council Meeting of:

FROM: JAN K. SEIDEN, City Attorney

APRIL 25, 2011 

DATE: APRIL 18, 2011

**RE: PROPOSED AMENDMENT TO CODE OF ORDINANCE
SECTION 150-046; HOME/BUSINESS OCCUPATIONAL USE**

Code Section 150-046 was enacted in 2003 to allow homeowners to operate small and inoffensive businesses from their homes.

As you may already know, many municipalities have permitted neighborhood type businesses to use residential structures as business offices in areas adjacent to major roadways or business districts. While such uses may not be practical or appropriate for Miami Springs, it has been suggested that a minor "expansion and liberalization" of the existing code section might be beneficial to the City.

The proposed Ordinance amendment to Code Section 150-046 would simply allow a more "business like" use for a limited number of qualifying properties which actually adjoin a business district of the City and would likely increase the real property taxes the City receives from these properties.

In an abundance of caution, and to avoid any appearance of securing personal gain from her position, Councilwoman Ator, who has discussed the proposed amendment with me and assisted in its preparation, will not be participating in any debate or discussion of the Ordinance amendment, nor voting on the proposed legislation.

As always, please feel free to contact me if you have any questions or concerns related to the proposed Ordinance amendment.

Sincerely,

JAN K. SEIDEN

JKS:jl

ORDINANCE NO. 1017-2011

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS AMENDING CODE OF ORDINANCE SECTION 150-046, HOME/BUSINESS OCCUPATIONAL USE, ESTABLISHING CONDITIONS OF ELIGIBILITY; SPECIFYING OPERATORS; PERMITTING LIMITED SIGNAGE, STORAGE AND PARKING; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; EFFECTIVE DATE.

WHEREAS, in 2003, the City enacted Code of Ordinance Section 150-046 to permit the operation of small businesses from residential properties by homeowners; and,

WHEREAS, this type of Ordinance has been used and expanded in many ways by other municipalities in Miami-Dade County; and,

WHEREAS, although many of the Ordinance expansions enacted by other Miami-Dade County municipalities would be inappropriate for Miami Springs, it is believed that a limited expansion of the intent and impact of this subject code section would be beneficial to the City; and,

WHEREAS, the City Council of the City of Miami Springs has determined that it is in the best interests of the City and its citizens to authorize the expansion of the use permitted by Code Sections 150-046:

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

Section 1: That Code of Ordinance Section 150-046, Home/Business Occupational Use, is hereby amended as follows:

Section 150-046. Home/Business Occupational Use.

- (A) ...
- (B) ...
- (C) ...
- (D) ...
- (E) ...
- (F) ...
- (G) ...
- (H) Business Occupation Use.

The business use of residential properties provided in the foregoing provisions is hereby expanded to permit a Business Occupation Use that is in compliance with the provisions of this Ordinance, except as provided below:

1. To be eligible for a Business Occupation Use, any property line of the subject property must directly adjoin a substantial portion of a property line of a property in a commercial district of the City.
2. The operator of the business would not need to reside in the dwelling unit.
3. One double-faced business wall sign of 24 square feet may be attached to the residential structure and one double-faced business monument sign of 50 square feet may be located in the front yard set-back area of the subject property.
4. There may only be incidental and limited storage of supplies, goods or products in the premises.
5. Business parking is permitted to the same extent that parking for the residential use is allowed.

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

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

PASSED AND ADOPTED by the City Council of the City of Miami Springs,

Florida this 9th day of May, 2011.

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

Vice Mayor Best	" _____ "
Councilman Espino	" _____ "
Councilman Lob	" _____ "
Councilwoman Ator	" _____ "
Mayor Garcia	" _____ "

Zavier M. Garcia
Mayor

ATTEST:

Magali Valls, CMC
City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY



Jan K. Seiden, Esquire
City Attorney

First reading: 04/25/2011
Second reading: 05/09/2011

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



APRIL 25, 2011

TO: Key Officials
Local/Regional Leagues

FROM: Stewart Nelson, Graphics Designer ^{SN}

DATE: April 11, 2011

SUBJECT: Advertising in Conference Issue of *Quality Cities*

RECEIVED
JNB
cc: MAYOR
&
COUNCIL

We are pleased to announce that the 85th Annual Conference of the Florida League of Cities will be held August 11-13, 2011, at the World Center Marriott in Orlando, Florida. As in previous years, we are extending to all Florida cities and local/regional leagues an invitation to advertise in the special conference issue of *Quality Cities*. This offers an excellent opportunity to extend best wishes for a successful conference to our host, the City of Orlando. The deadline for advertising space reservations and advertising copy is Friday, June 3, 2011.

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

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

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

Enclosures

(Over)

The _____

would like to place a

(name of Municipality/Local-Regional League)

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

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

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

Indicate one:

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

would like to run the same ad as last year with the only changes being 85th Annual Conference and host, the City of Orlando.

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

I am enclosing: black and white artwork digital file a photo to be used in the ad.

("Instant" photos are not acceptable.)

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

Signature: _____ Title: _____

Print name: _____ Phone: _____

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

Your advertising copy and this signed form must be in the League's office no later than June 3, 2011. For more information, please call Stewart Nelson at (850) 701-3663 or (850) 222-9684, or e-mail snelson@flcities.com.

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

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

Stewart Nelson, Florida League of Cities, P.O. Box 1757, Tallahassee, FL 32302-1757
or for overnight mailing: Florida League of Cities, 301 South Bronough Street, Suite 300, Tallahassee, FL 32301

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

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

NOTE:

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

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

Accepted ad formats are InDesign CS3-CS5, TIFF, EPS, JPEG and PDF (preferred) for PC. Mac files will be placed by the printer when the magazine goes to press unless a PDF version is submitted. Please mail a hard copy of your ad so that we can be sure it prints correctly. Do not use low-resolution photos (72ppi - Web quality) or low-resolution graphics (such as your city logo from your Web site) in your ad. Artwork should be 300ppi.

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

Any questions? Please e-mail Stewart Nelson at snelson@flcities.com or call (850) 701-3663.

PLEASE SEE OTHER SIDE FOR SMALLER AD SIZES.

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

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

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

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

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

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



*The City of Miami Springs
extends best wishes to the Florida League of Cities
for a successful 84th Annual Conference*

*Mayor Billy Bain
Vice Mayor George V. Lob
Councilman Bob Best
Councilman Dan Espino
Councilwoman Jennifer Ator
City Manager James R. Borgmann
Assistant City Manager Ronald K. Gorland
City Attorney Jan K. Seiden
City Clerk Magali Valls*



Councilman Bob Best, Councilman Dan Espino, Mayor Billy Bain,
Vice Mayor George V. Lob, Councilwoman Jennifer Ator.



CITY OF MIAMI SPRINGS



Agenda Item No.

City Council Meeting of:

APRIL 25, 2011

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

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

VIA: James Borgmann, City Manager

FR: William Alonso, CPA, CGFO, Finance Director

Date: April 14, 2011

Re: FY2010-2011 2nd Quarter Budget Status Report (Unaudited)

Attached, please find the above referenced report based on revenues received and appropriations expended through March 31, 2011. 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
 - b) Law Enforcement Trust Fund – Page 14
 - c) Capital Fund – Page 15
 - d) Debt Service Fund – Page 16
- IX. Golf Course Financial Report – Pages 17,18 and A-1 thru B-4

I. OVERVIEW

Since we have only completed the second 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 third 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 \$1,521,449 is the amount of fund balance that has been appropriated so far in the FY2011 budget. This figure may decrease based on budget savings realized during the fiscal year, or it may increase if additional appropriations are approved by Council..

The following chart is a projection of the City's projected revenues, expenditures, and general fund balance as of the end of the 2nd Qtr FY2011:

Chart A – General Fund Balance Projection as of 2nd quarter FY2010-2011

Chart A- General Fund Budget Summary-FY 2010-11

	<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	12,548,883	12,548,883	-
Transfers in	<u>746,563</u>	<u>746,563</u>	<u>746,563</u>	-
Total Sources	<u>19,595,352</u>	<u>19,595,352</u>	<u>19,595,352</u>	-
Uses:				
Operating expenditures	13,627,151	14,178,351	14,178,351	-
Transfers out	<u>163,544</u>	<u>638,544</u>	<u>638,544</u>	-
Total Uses	<u>13,790,695</u>	<u>14,816,895</u>	<u>14,816,895</u>	-
General Fund ending balance	<u>5,804,657</u>	<u>4,778,457</u>	<u>4,778,457</u>	-
Projected change in fund balance		<u>(1,521,449)</u>		

FINANCIAL DASHBOARD

FINANCIAL INDICATORS-GENERAL FUND

	<i>Budgeted</i>	<i>Actual</i>	<i>% of budget</i>
General Fund Revenues as of 3/31/11	\$13,295,447	\$8,330,060	62.6% (1)
General Fund Revenues as of 3/31/10	\$11,902,528	\$7,369,999	62% (1)

General Fund Expenditures as of 3/31/11	\$14,178,351	\$6,687,471	47% (2)
General Fund Expenditures as of 3/31/10	\$14,805,105	\$5,880,116	40% (2)

	<i>As of 9/30/10</i>	<i>Projected 9/30/11</i>	<i>\$ Increase/Decrease</i>
General Fund Reserve	\$6,299,906	\$4,778,457	\$(1,521,449)

INVESTMENT INDICATOR

	<i>As of 9/30/10</i>	<i>As of 3/31/11</i>	<i>\$ Increase/(Decrease)</i>
Investments	\$ 9,401,890	\$ 11,290,156	\$ 1,888,266

	<i>Total On Deposit</i>	<i>Unrealized Loss</i>	<i>Net Asset Value</i>
SBA Account	\$125,702	\$(22,956)	\$102,746

FINANCIAL INDICATORS-OTHER

	<i>Revenues as of 3/31/11</i>	<i>Expenditures as of 3/31/11</i>	<i>Deficit at 3/31/11</i>	<i>Deficit at 3/31/10</i>
Golf Course fund operating deficit requiring General Fund subsidy	\$569,891	\$720,330	\$(150,439)	\$(110,931)

	<i>Revenues as of 3/31/11</i>	<i>Expenditures as of 3/31/11</i>	<i>Surplus at 3/31/10</i>	<i>Surplus at 3/31/10</i>
Building & Code	\$ 426,039	\$ 235,241	\$190,798	\$207,814

	<i>As of 9/30/10</i>	<i>As of 3/31/11</i>	<i>\$ Increase/(Decrease)</i>
Long-Term Debt	\$5,749,383	\$5,295,193	\$(454,190)

	<i>At 3/31/10</i>	<i>At 3/31/11</i>
% of Recreation Expenditures Collected in Fees	6.2%	13.5%

Notes:

- (1) The budgeted revenues does not include the \$1,521,449 that was appropriated from fund balance. Additionally, you can see that for the current year our revenues are being received at about the same 62% rate as the prior year.
- (2) Actual expenditures are running ahead of last year 47% vs. 40% when compared to budgeted expenditures. This increase is due to the fact that the golf course operation was included in the General Fund this fiscal year.

II) REVENUES

Chart B-Schedule of General Fund Budgeted and Actual Revenues
For the Period Ending March 31, 2011
(50% OF YEAR COMPLETED)

Department	FY 2009-2010	FISCAL YEAR 2010-2011				Note
	FULL YEAR ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL AS of 3/31/11	% OF BUDGET	
Ad Valorem Taxes - Current	\$ 5,732,869	\$ 5,528,449	\$ 5,528,449	\$ 4,467,056	81%	1
Ad Valorem Taxes - Delinquent	-	20,000	20,000	122,931	615%	1
Utility and Franchise Taxes	2,684,998	2,735,000	2,735,000	1,012,463	37%	
Occupational Licenses - City	70,721	70,000	70,000	69,228	99%	
Occupational Licenses - County	22,053	18,000	18,000	9,463	53%	
Building Permits	466,756	200,000	200,000	98,960	49%	
Electrical Permits	43,424	25,000	25,000	32,256	129%	
Plumbing Permits	22,945	15,000	15,000	91,813	612%	
Roofing Permits	24,160	25,000	25,000	13,069	52%	
Mechanical Permits	23,432	18,000	18,000	32,354	180%	
Zoning Permits	6,025	7,000	7,000	2,750	39%	
Certification of Completions	3,000	2,500	2,500	525	21%	
Structural Permits	15,998	13,000	13,000	7,975	61%	
POD Permit Fees	1,400	1,000	1,000	800	80%	
Other Permits	115,856	95,000	95,000	36,596	39%	
Misc Plan Reviews	1,800	1,000	1,000	-	0%	
Local Option Gas Tax	342,694	370,277	370,277	189,533	51%	
Revenue sharing	362,335	309,422	309,422	179,918	58%	
Alcoholic Beverage License	9,771	9,000	9,000	98	1%	
1/2-cent Sales Tax	742,550	797,205	797,205	340,049	43%	
Gas Tax Rebate	6,870	8,000	8,000	4,933	62%	
School Crossing Guards	22,186	18,000	18,000	11,356	63%	
Program Activity Fees	25	-	-	-	0%	
After School Programs	13,754	22,500	22,500	24,439	109%	
SWIM MEETS/TEAM RENTAL	6,094	9,000	9,000	5,425	60%	
Swimming Pool Admissions	18,028	51,445	51,445	2,549	5%	
Swim Lessons	49,172	40,000	40,000	3,060	8%	
Annual Daddy/Daughter Dance	2,225	3,000	3,000	2,913	97%	
Pelican theatre	-	3,000	3,000	2,264	75%	
Vending Machines	747	-	-	1,493	0%	
Fireworks-VG	6,000	3,000	3,000	-	0%	
Summer Camp	70,423	148,000	148,000	-	0%	
Summer Camp Activity Fee	60,000	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	29,577	99%	
Gym Admission Fees	5,941	12,000	12,000	4,763	40%	
Yoga Classes	3,000	-	-	7,181	100%	
Annual Turkey Trot	-	-	-	2,220	100%	
Basketball Fees	13,368	19,100	19,100	16,695	87%	
Little Smart Arts	-	-	-	420	100%	
Pool Rental	27,525	21,000	21,000	2,850	14%	
Pool Memberships	-	-	-	1,079	100%	
Jazzercise	2,932	4,200	4,200	1,963	47%	
Green Fees	-	872,366	872,366	443,609	51%	
Golf Memberships	-	88,140	88,140	24,525	28%	
Cart Rentals	-	83,039	83,039	34,089	41%	
Range Fees	-	100,498	100,498	49,820	50%	
Golf Merchandise Sales	-	54,427	54,427	23,741	44%	
Gift Certificate Redeemed	-	294	294	(1,507)	-513%	
Rain Check Redeemed	-	(16,608)	(16,608)	(17,381)	105%	
CanAm Commissions	-	(3,350)	(3,350)	(245)	7%	
Tee Market Renewals	-	-	-	-	100%	
Golf Course Rentals	-	8,260	8,260	3,183	39%	
Country Club Lease Eqpt Payment	-	-	-	10,000	100%	
GHIN Disabled Fees	-	953	953	56	6%	
Miscellaneous Charges for Serv	6,363	6,400	6,400	2,007	31%	
Copies & Other Charges	2,168	2,000	2,000	905	45%	
Tree Replacement	600	-	-	-	0%	
Lien Search	10,220	10,000	10,000	5,775	58%	
Re-occupancy inspection fee	5,000	5,000	5,000	4,200	84%	

4A

(Unaudited)

See notes on page 5

**Chart B-Schedule of General Fund Budgeted and Actual Revenues
For the Period Ending March 31, 2011
(50% OF YEAR COMPLETED)**

Department	FY 2009-2010	FISCAL YEAR 2010-2011				% OF BUDGET	Note
	FULL YEAR ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL AS of 3/31/11			
Clerk of the Court - Fines	166,351	165,000	165,000	86,166	52%		
Code Enforcement tickets	31,300	8,000	8,000	30,250	378%		
Disabled Parking tickets	5,125	3,000	3,000	-	0%		
Interest - Checking	1,053	2,000	2,000	1,037	52%		
Interest-CD's	69,954	-	-	-	0%		
Interest-Money Market	-	75,000	75,000	13,480	18%		
Interest - Tax Collections	1,511	2,000	2,000	1,539	77%		
Rent - Metro Fire	13,534	17,000	17,000	6,257	37%		
Rent - Dade Co. Library	8,253	8,300	8,300	4,127	50%		
Rent - Bus Benches	4,080	3,900	3,900	2,040	52%		
Recreational Activities	430	5,000	5,000	1,886	38%		
Sprint Tower	59,374	60,000	60,000	55,509	93%		
Nextel	8,211	8,300	8,300	8,540	103%		
Metro PCS	7,592	7,600	7,600	7,896	104%		
Surplus sale of equipment	56,464	60,000	60,000	783	1%		
Other Miscellaneous	19,745	84,843	84,842	13,339	16%		
Insurance Reimbursement	54,773	-	-	44,747	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	180	9%		
Byrne Grant	16,194	-	-	5,698	100%		
Police COPS Grant	116,193	146,424	146,424	42,163	29%		
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	140,500	50%		
ITF- Stormwater Admin Fee	53,000	53,000	53,000	26,500	50%		
Appropriated fund balance	2,121,411	495,248	1,521,449	-	0%		
TOTALS >>>	\$ 14,172,797	\$ 13,790,695	\$ 14,816,895	\$ 8,330,060	56%		

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.

We are projecting revenues to be within our budgeted totals for the fiscal year. Most of the variances shown in Chart B-Revenues, are due to seasonality and/or the fact that some payments are from one to three months behind due to timing differences in receipt of payments.

III) EXPENDITURES

Chart C-Schedule of General Fund Budgeted and Projected Expenditures
For the Period Ending March 31, 2011
(50% OF YEAR COMPLETED)

Department	FY2009-10 ACTUAL	FISCAL YEAR 2010-2011				NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 3/31/2011	% OF ACTUAL VS. BUDGET	
General Government:						
Mayor & City Council	103,584	108,966	123,066	63,535	52%	
Office of the City Manager	633,084	649,313	771,949	378,282	49%	
Office of the City Clerk	268,049	356,668	358,959	138,980	39%	
Office of the City Attorney	148,174	136,000	136,000	57,895	43%	
Human Resource Department	212,897	210,212	214,919	92,422	43%	
Finance Department	776,480	725,013	725,797	369,161	51%	
IT Department	346,458	345,464	364,800	194,885	53%	
Planning Department	159,239	176,697	198,150	66,403	34%	
Non-Departmental	31,337	-	-	3,518	100%	
Total General Government	2,679,302	2,708,333	2,893,640	1,365,081	47%	1
Public Safety:						
Police Department	5,278,324	5,382,865	5,402,597	2,536,842	47%	
Building, Zoning & Code Enforcement	580,763	465,390	506,155	235,241	46%	
Total Public Safety	5,859,087	5,848,255	5,908,752	2,772,083	47%	1
Public Works:						
Public Works - Administration	505,241	433,438	445,373	206,875	46%	
Public Works - Streets	285,814	295,023	283,574	155,384	55%	
Public Works - Properties	949,573	930,628	963,265	481,471	50%	
Public Works - Building Maintenance	169,242	195,237	220,720	99,448	45%	
Public Works - Fleet Maintenance	64,978	29,182	28,980	37,431	129%	
Total Public Works	1,974,848	1,883,508	1,941,912	980,609	50%	1
Parks and Recreation:						
Recreation	1,392,968	1,341,668	1,491,887	689,442	46%	
Aquatics	303,884	290,027	293,027	96,114	33%	
Tennis	29,659	39,876	39,876	13,370	34%	
Park Maintenance	81,198	117,187	122,629	50,442	41%	
Golf Administration	-	23,525	23,525	12,403	53%	
Golf Pro Shop	-	501,133	501,133	254,954	51%	
Golf Maintenance	-	873,639	961,970	452,973	47%	
Total Parks and Recreation	1,807,709	3,187,055	3,434,047	1,569,698	46%	
TOTAL GENERAL FUND EXPS.	12,320,946	13,627,151	14,178,351	6,687,471	47%	1
Transfers to other funds						
Golf Course Fund	1,552,048	-	-	-	0%	
Capital Fund	168,471	-	475,000	-	0%	
Senior Center Fund	131,332	163,544	163,544	29,051	18%	
Total Transfers Out:	1,851,851	163,544	638,544	29,051	5%	1
Increase (decrease) in fund balance	-	-	-	-		
TOTAL GENERAL FUND USES	14,172,797	13,790,695	14,816,895	6,716,522	45%	

III. EXPENDITURES

Notes to Expenditure Schedule:

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

IV) FUNDS SUBSIDIZED BY GENERAL FUND

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

	FY2009-10 ACTUAL	FISCAL YEAR 2010-2011			
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 3/31/2011	% OF ACTUAL VS. BUDGET
Revenues:					
USDA C-1	\$ 14,939	\$ 27,133	\$ 27,133	\$ 9,057	33%
USDA C-2	9,238	11,628	11,628	5,158	44%
Local Grants C-1	76,492	77,715	77,715	45,461	58%
Local Grants C-2	42,710	40,737	40,737	25,704	63%
Local Grants III-B	20,463	20,137	20,137	12,397	62%
CDBG Grant	49,041	-	28,210	49,465	100%
FL Dept. of Elder Affairs	9,894	31,883	31,883	-	0%
Sales to Va Gardens	12,305	20,295	20,295	6,385	31%
Donations	4,169	2,600	2,600	1,525	59%
Misc Revenues	-	-	36,832	540	0%
Total revenues	<u>239,251</u>	<u>232,128</u>	<u>297,170</u>	<u>155,692</u>	52%
Expenditures:					
Administrative Costs	148,853	155,615	156,615	71,270	46%
Catering and operating supplies	129,411	80,883	164,796	55,738	34%
Operating Costs	40,189	57,931	56,931	21,261	37%
Capital Outlay	52,130	101,243	101,243	55,345	55%
Total expenditures	<u>370,583</u>	<u>395,672</u>	<u>479,585</u>	<u>203,614</u>	42%
Excess (deficiency) of revenues over expenditures	<u>(131,332)</u>	<u>(163,544)</u>	<u>(182,415)</u>	<u>(47,922)</u>	26%
Other financing sources					
Transfers in	131,332	163,544	163,544	29,051	18%
Transfers out	-	-	-	-	0%
Total other financing sources	<u>131,332</u>	<u>163,544</u>	<u>163,544</u>	<u>29,051</u>	18%
Net change in fund balance	<u>-</u>	<u>-</u>	<u>(18,871)</u>	<u>(18,871)</u>	0%
Beginning fund balance	<u>18,871</u>	<u>18,871</u>	<u>18,871</u>	<u>18,871</u>	
Ending fund balance	<u>\$ 18,871</u>	<u>\$ 18,871</u>	<u>\$ -</u>	<u>\$ -</u>	

**CHART H-CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-SANITATION
(50% 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 3/31/2011</u>		
Operating revenues:						
Sanitation revenues	\$ 2,333,161	\$ 2,305,700	\$ 2,305,700	\$ 1,814,514	79%	1
Total operating revenues	<u>2,333,161</u>	<u>2,305,700</u>	<u>2,305,700</u>	<u>1,814,514</u>	79%	
Operating expenses:						
Personnel Costs	800,378	807,622	807,622	380,528	47%	
Administrative Fees	281,000	281,000	281,000	140,500	50%	
Operations and maintenance	339,174	332,993	332,993	115,785	35%	
Disposal costs	710,985	808,419	808,419	278,116	34%	
Depreciation and amortization	52,768	52,000	52,000	27,225	52%	
Total operating expenses	<u>1,903,305</u>	<u>2,282,034</u>	<u>2,282,034</u>	<u>942,154</u>	41%	
Operating income (loss)	<u>429,856</u>	<u>23,666</u>	<u>23,666</u>	<u>872,360</u>	3686%	
Nonoperating revenues (expenses):						
Interest income	1,099	-	-	229	0%	
Interest expense and fees	(6,714)	(7,658)	(7,658)	(4,114)	54%	
Total nonoperating revenues (expenses)	<u>(5,615)</u>	<u>(7,658)</u>	<u>(7,658)</u>	<u>(3,885)</u>	0%	
Income (Loss)	424,241	16,008	16,008	868,475	5425%	
Change in net assets	<u>143,241</u>	<u>16,008</u>	<u>16,008</u>	<u>868,475</u>	5425%	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>\$ 1,590,145</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 March 31, 2011
(50% OF YEAR COMPLETED)**

	FY2009-10 ACTUAL	FISCAL YEAR 2010-11			% OF ACTUAL VS. BUDGET	NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 3/31/2011		
Operating revenues:						
Residential Class I	\$ 274,138	\$ 250,000	\$ 250,000	\$ 128,412	51%	
Total operating revenues	<u>274,138</u>	<u>250,000</u>	<u>250,000</u>	<u>128,412</u>	51%	
Operating expenses:						
Personnel Costs	89,677	86,442	86,442	40,196	47%	
Administrative Fees	53,000	53,000	53,000	26,500	50%	
Operations and maintenance	123,586	153,867	153,867	74,713	49%	
Depreciation and amortization	142,333	140,000	140,000	71,332	51%	
Total operating expenses	<u>355,596</u>	<u>433,309</u>	<u>433,309</u>	<u>212,741</u>	49%	
Operating income (loss)	<u>(81,458)</u>	<u>(183,309)</u>	<u>(183,309)</u>	<u>(84,329)</u>	46%	
Nonoperating revenues (expenses):						
Gain/(loss) on disposal of capital assets	1,600	-	-	-	0%	
Interest & other income	1,712	2,500	2,500	119	5%	
Interest expense and fees	<u>(5,000)</u>	<u>(7,000)</u>	<u>(7,000)</u>	<u>(2,277)</u>	33%	
Total nonoperating revenues (exp)	<u>(1,688)</u>	<u>(4,500)</u>	<u>(4,500)</u>	<u>(2,158)</u>	48%	
Income (Loss)	(83,146)	(187,809)	(187,809)	(86,487)	46%	
Change in net assets	<u>(136,146)</u>	<u>(187,809)</u>	<u>(187,809)</u>	<u>(86,487)</u>	46%	
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>\$ 3,077,842</u>		

Notes:

**CITY OF MIAMI SPRINGS
INVESTMENT SCHEDULE
Mar-11**

<u>Institution</u>	<u>Acct#</u>	<u>Principal Amount</u>
Wachovia-Money Mkt		\$ 1,674,067.00
Subtotal Wachovia Bank		\$ 1,674,067.00
Suntrust Bank	NOW	\$ 1,171,438.00
Subtotal SunTrust Bank		\$ 1,171,438.00
TD Bank MMA		\$ 501,482.00
Subtotal TD Bank		\$ 501,482.00
CD#8100003325834		\$ 500,000.00
CD#8100003325842		\$ 500,000.00
Subtotal BB&T		\$ 1,000,000.00
SBA (Pool B)	221371	\$ 125,701.57
Reserve for loss		\$ (22,956.18)
Subtotal SBA		\$ 102,745.39
Subtotal Investments		\$ 4,449,732.39
Suntrust Bank	CD# 17543330699	\$ 824,032.00
(Law Enforcement Trust-restricted)		\$ 824,032.00
Total all investments		\$ 5,273,764.39
 CASH ON HAND-OPERATING ACCOUNTS:		
Wachovia Acct# 2655115900150		6,016,391.91
Total Cash on hand as of 12/31/10		\$6,016,391.91
Total Investments and cash on hand		\$11,290,156.30

VII) ANALYSIS OF CHARGES FOR SERVICES

**Chart J-Schedule of Building & Zoning/Code Enforcement
Comparative for the periods ending March 31, 2010 AND 2011
(50% OF YEAR COMPLETED)**

	YTD 3/31/2010		YTD 3/31/2011	
	<u>Building</u>	<u>Code Enforcement</u>	<u>Building</u>	<u>Code Enforcement</u>
Charges for Services:				
Occupational Licenses - City	\$ -	\$ 69,059	\$ -	\$ 69,228
Occupational Licenses - County		10,519		9,463
Building Permits	268,081		98,960	
Electrical Permits	18,004		32,256	
Plumbing Permits	7,924		91,813	
Roofing Permits	10,781		13,069	
Mechanical Permits	6,774		32,354	
Zoning Permits	3,950		2,750	
Certification of Completions	800		525	
Structural Permits	6,248		7,975	
Other Permits	39,009		37,396	
Code Enforcement tickets		28,700		30,250
Total Fees Collected	361,571	108,278	317,098	108,941
Expenditures:				
Personnel	109,908	100,147	115,814	73,965
Inspector Costs	33,735		30,415	
Operating costs	13,609	4,536	11,285	3,762
Capital outlay				
Total expenditures	157,252	104,683	157,514	77,727
Excess charges for services over expenditures	204,319	3,595	159,584	31,214
				25% of total expenses

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

Chart K-Schedule of Recreation Department Operations
 Period Ending March 31, 2011
 (50% OF YEAR COMPLETED)

	Admin	Pool	Tennis	Maintenance	YTD as of 3/31/2011	YTD as of 3/31/2010
Charges for Services:						
Summer Camp Activity Fee	\$ 175	-	-	-	\$ 175	\$ -
After School Care	24,439	-	-	-	24,439	5,450
Water Polo/Aquatics Teams	-	5,425	-	-	5,425	1,750
Swimming Pool Admissions	-	2,549	-	-	2,549	2,068
Pool rental	-	2,850	-	-	2,850	20,304
Swim lessons	-	3,060	-	-	3,060	-
Annual Daddy/Daughter Dance	2,913	-	-	-	2,913	2,225
Vending Machines	1,493	-	-	-	1,493	36
Fitness room membership	29,577	-	-	-	29,577	-
Pool memberships	-	1,079	-	-	1,079	-
Annual Turkey trot	2,220	-	-	-	2,220	-
Little Smart Arts	420	-	-	-	420	-
Pelican Playhouse	2,264	-	-	-	2,264	-
Rental-recreational Facilities	1,886	-	-	-	1,886	-
Basketball Program	16,695	-	-	-	16,695	7,203
Jazzercise Classes	1,963	-	-	-	1,963	970
Gym Rental	3,350	-	-	-	3,350	-
Gym admission fees	4,763	-	-	-	4,763	-
Yoga classes	7,181	-	-	-	7,181	-
VG- Fireworks	-	-	-	-	-	3,000
Total Fees Collected	99,339	14,963	-	-	114,302	43,006
Expenditures:						
Personnel	279,545	49,871	-	-	329,416	241,090
Operating costs	231,220	37,273	13,370	33,501	315,364	247,899
Debt Service	110,256	-	-	-	110,256	123,501
Capital outlay	68,421	8,970	-	16,941	94,332	76,481
Total expenditures	689,442	96,114	13,370	50,442	849,368	688,971
Excess exp. over charges for services	\$ (590,103)	\$ (81,151)	\$ (13,370)	\$ (50,442)	\$ (735,066)	\$ (645,965)

Percentage of expenditures collected in fees 13.5%

Percentage of expenditures collected in fees 6.2%

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
 (50% OF YEAR COMPLETED)

	FY2009-10 ACTUAL	FISCAL YEAR 2010-2011			% OF ACTUAL VS. BUDGET	NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 3/31/2011		
Revenues:						
Peoples Transportation Tax	396,155	384,664	348,664	69,544	20%	
Charges for services	7,442	-	-	6,492	100%	
Misc Revenues-Interest	4,968	-	-	136	100%	
Total revenues	408,565	384,664	348,664	76,172	22%	
Expenditures:						
Administrative	71,433	92,537	92,537	45,332	49%	
Contractual/Professional Services	150,368	142,175	142,175	134,404	95%	
Repairs and maintenance	361,999	367,000	479,594	293,988	61%	
Operating Supplies/Road Materials	198	10,000	10,000	-	0%	
Capital Outlay-Machinery	-	-	-	58,436	0%	
Total expenditures	583,998	611,712	724,306	532,160	73%	
Excess (deficiency) of revenues over expenditures	(175,433)	(227,048)	(375,642)	(455,988)	121%	
Other financing sources						
Transfers out	(198,640)	-	-	(81,028)	100%	
Total other financing sources	(198,640)	-	-	(81,028)	100%	
Net change in fund balance	(374,073)	(227,048)	(375,642)	(537,016)		
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	\$ 884,908		

VIII) OTHER FUNDS

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

	FY2009-10 <u>ACTUAL</u>	FISCAL YEAR 2010-11			NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 3/31/2011</u>	
Revenues:					
Fines and Forfeitures	135,206	-	-	5,545	100%
Grant revenues	3,200	-	-	-	100%
Interest Income	7,857	10,000	10,000	2,774	28%
Other Miscellaneous	18,732	-	-	-	0%
Total revenues	<u>164,995</u>	<u>10,000</u>	<u>10,000</u>	<u>8,319</u>	83%
Expenditures:					
Administration Expenses	76,954	98,420	118,486	42,192	36%
Police education	9,562	16,500	16,500	10,819	66%
Capital Outlay-Vehicles	12,783	-	-	-	0%
Total expenditures	<u>99,299</u>	<u>114,920</u>	<u>134,986</u>	<u>53,011</u>	39%
Excess (deficiency) of revenues over expenditures	<u>65,696</u>	<u>(104,920)</u>	<u>(124,986)</u>	<u>(44,692)</u>	36%
Net change in fund balance	65,696	(104,920)	(124,986)	(44,692)	
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	<u>\$ 1,015,477</u>	<u>\$ 910,557</u>	<u>\$ 890,491</u>	<u>\$ 970,785</u>	

VIII) OTHER FUNDS

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

	FY2009-10 ACTUAL	FISCAL YEAR 2010-11			NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 3/31/2011	
Revenues:					
Intergovernmental	\$ 4,078,295	\$ -	\$ 1,415,747	\$ 357,204	25%
Interest and Other Income	2,376	-	-	-	0%
Total revenues	<u>4,080,671</u>	<u>-</u>	<u>1,415,747</u>	<u>357,204</u>	25%
Expenditures:					
General government	78,800	-	-	3,000	0%
Debt Service	10,875	-	-	-	0%
Capital Outlay	<u>6,399,849</u>	<u>-</u>	<u>1,890,747</u>	<u>435,232</u>	23%
Total expenditures	<u>6,489,524</u>	<u>-</u>	<u>1,890,747</u>	<u>438,232</u>	23%
Excess (deficiency) of revenues over expenditures	<u>(2,408,853)</u>	<u>-</u>	<u>(475,000)</u>	<u>(81,028)</u>	0%
Other financing sources					
Issuance of Debt	-	-	-	-	0%
Transfers in	<u>199,662</u>	<u>-</u>	<u>475,000</u>	<u>81,028</u>	0%
Total other financing sources	<u>199,662</u>	<u>-</u>	<u>475,000</u>	<u>81,028</u>	0%
Net change in fund balance	<u>(2,209,191)</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
Beginning fund balance	<u>2,209,191</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Ending fund balance	<u>0</u>	<u>-</u>	<u>-</u>	<u>\$ -</u>	

VIII) OTHER FUNDS

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

	FISCAL YEAR 2010-2011					NOTES
	ACTUAL BUDGET	ORIGINAL BUDGET	AMENDED BUDGET	AS OF 3/31/2011	% OF ACTUAL VS. BUDGET	
Revenues:						
Property Taxes	\$ 399,719	\$ 402,658	\$ 402,658	\$ 322,970	80%	
Total revenues	<u>399,719</u>	<u>402,658</u>	<u>402,658</u>	<u>322,970</u>	80%	
Expenditures:						
Principal Payments	2,925,862	480,508	480,508	391,009	81%	
Interest Payments	272,634	225,869	225,869	115,114	51%	
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>519,573</u>	73%	
Excess (deficiency) of revenues over expenditures	<u>(2,809,452)</u>	<u>(306,919)</u>	<u>(306,919)</u>	<u>(196,603)</u>	64%	
Other financing sources						
Proceeds from debt	2,435,812	-	-	-		
Transfers in	365,947	306,919	306,919	153,459	50%	
Total other financing sources	<u>2,801,759</u>	<u>306,919</u>	<u>306,919</u>	<u>153,459</u>	50%	
Net change in fund balance	<u>(7,693)</u>	<u>-</u>	<u>-</u>	<u>(43,144)</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>\$ 57,287</u>	100%	

CITY OF MIAMI SPRINGS



Finance Department
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TO: The Honorable Mayor Xavier Garcia and Members of the City Council
VIA: James Borgmann, City Manager
FR: William Alonso, CPA, CGFO, Finance Director
DATE: April 14, 2011
SUBJECT: Golf Course (UNAUDITED) Financials for the six months ending March 31, 2011

Attached hereto are the unaudited financial reports for the Golf Course Fund for the six months ending March 31, 2011. 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 six months ending March 31 for fiscal years 2011, 2010, and 2009. 2) Section B is a year-to-date actual to budget comparison for FY2011.

Key Financial Indicators

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

	Six Months Ending <u>3/31/2011</u>	Six Months Ending <u>3/31/2010</u>	% Change <u>From 3/31/10</u>	Six Months Ending <u>3/31/2009</u>	% Change <u>From 3/31/09</u>
<u>Golf Operations:</u>					
Total Revenues	569,891	611,635	-6.8%	751,491	-24.2%
Operating Profit (Loss)	(78,274)	(47,330)	65.4%	114,787	-168.2%
Profit(Loss)including non-golf costs	(150,439)	(110,931)	35.6%	73,787	-303.9%
Pro Shop Costs	254,955	251,672	1.3%	263,764	-3.3%
Maintenance Costs	393,210	407,293	-3.5%	372,940	5.4%
Total Rounds Played	19,193	20,712	-7.3%	24,411	-21.4%
Total Greens Revenues	483,091	528,141	-8.5%	642,485	-24.8%
Average per Round	25.17	25.50	-1.3%	26.32	-4.4%
Memberships Sold	57,655	79,797	-27.7%	93,300	-38.2%
Driving Range revenues	49,820	44,263	12.6%	58,943	-15.5%

Key Financial Indicators (continued)

As you can see from this matrix, the operation is still experiencing a decline in revenues. YTD greens revenues are down 8.5% from last year, rounds played declined by 7.3%, memberships declined by 27.7% and total revenues declined by 6.8% during the same period. The one positive indicator was an increase in driving range revenues of 12.6% compared to last year, according to the Golf Director, increases in driving range revenues are indicative of golfers returning to our course.

The installation of the new irrigation system affected revenues during the months of October and November 2010. The continuing economic climate has also had a negative effect on our operating results.

I have also included in this matrix the indicators for the fiscal year ended September 30, 2009. As you can see from this matrix, greens revenues are down 24.8% from FY2009, driving range revenues declined by 15.5%, and memberships are down 38.2% from FY2009.

On the cost side, YTD maintenance costs have decreased by 3.5% from last year mainly due to lowered maintenance costs of the irrigation system. Pro shop costs are up 1.3% from last year. The YTD operating loss is \$78,274 compared to a loss of \$47,330 last year.

The total bottom line YTD loss is \$150,439 compared to a loss of \$110,931 last year and a profit of \$73,787 for the same period of FY2009. **The bottom line YTD loss of \$150,439 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 six months ended 12/31/11, 12/31/10, and 12/31/09.

Page A-2 is a comparative profit and loss for six months ended 12/31/11, 12/31/10, and 12/31/09 for the pro shop operation only. The total YTD loss for the current year is \$138,037 compared to losses of \$94,047 as of 12/31/10 and a profit of \$96,297 as of 12/31/09.

Page B-1 provides an actual to budget comparison for the current fiscal year. We are currently reporting a total YTD loss as of March 2011 of 150,439 compared to a budgeted annual 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 \$138,037 compared to a budgeted annual loss of 276,037.

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

	<u>3/31/2011</u>	<u>3/31/2010</u>	<u>3/31/2009</u>
TOTAL PRO-SHOP AND GOLF COURSE- REVENUES	<u>569,891</u>	<u>611,635</u>	<u>751,491</u>
TOTAL PERSONNEL SERVICES	139,802	128,150	133,617
TOTAL OPERATING EXPENDITURES	<u>508,363</u>	<u>530,815</u>	<u>503,087</u>
TOTAL MANAGEMENT OPERATING EXPENDITURES	<u>648,165</u>	<u>658,965</u>	<u>636,704</u>
NET MANAGEMENT EXCESS OF EXP. OVER REV.	<u>(78,274)</u>	<u>(47,330)</u>	<u>114,787</u>

OTHER COSTS ASSOCIATED WITH OPERATIONS OF THE GOLF COURSE:

ADMINISTRATIVE EXPENSES	12,402	16,884	22,510
IMPROVEMENTS O/T BUILDINGS - ADMIN.	-	-	144
IMPROVEMENTS O/T BUILDINGS	-	3,961	-
DEBT SERVICE PAYMENT-MAINTENANCE	30,765	42,756	80,457
MACHINERY & EQUIPMENT-MAINTENANCE	<u>28,998</u>	<u>81,108</u>	<u>-</u>
TOTAL OTHER COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>72,165</u>	<u>63,601</u>	<u>40,999</u>
EXCESS EXPENDITURES OVER REVENUES	<u>\$ (150,439)</u>	<u>\$ (110,931)</u>	<u>\$ 73,788</u>

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

	<u>3/31/2011</u>	<u>3/31/2010</u>	<u>3/31/2009</u>
REVENUES			
GREEN FEES	\$ 424,477	\$ 453,904	\$ 559,187
MEMBERSHIPS	24,525	36,829	39,274
CART REVENUES	34,089	37,408	44,024
RANGE FEES	49,820	44,263	58,943
GOLF - OTHER REVENUES	13,239	15,121	16,864
MERCHANDISE SALES	23,741	24,110	33,199
TOTAL PRO SHOP REVENUES	<u>569,891</u>	<u>611,635</u>	<u>751,491</u>
PERSONNEL EXPENSES			
REGULAR SALARIES	54,780	43,925	49,004
PART TIME SALARIES	63,709	68,773	68,095
OVERTIME	46	22	149
SEASONAL & OTHER	-	-	335
FICA TAXES	9,746	8,623	8,995
PENSION	5,726	2,766	2,627
MEDICAL INSURANCE	4,655	2,835	3,741
WORKER'S COMPENSATION	1,140	954	672
TOTAL PERSONNEL SERVICES	<u>139,802</u>	<u>128,150</u>	<u>133,617</u>
OPERATING EXPENSES			
CONTRACTUAL SERVICES	6,986	5,152	6,170
RENTALS AND LEASES	27,965	32,380	33,871
REPAIRS AND MAINTENANCE	4,877	9,693	6,754
PROMOTIONS & ADVERTISING	13,409	7,845	9,480
OTHER CHARGES - BANK & CREDIT CARD CHARGES	17,181	12,120	18,755
OPERATING SUPPLIES	3,073	3,762	2,646
UTILITY SERVICES-ELECTRICITY	12,619	12,807	18,226
UTILITY SERVICES-WATER	117	123	31
LIABILITY INSURANCE	6,396	6,528	5,622
TELECOMMUNICATIONS	4,572	4,550	3,500
MERCHANDISE	12,280	21,466	18,593
DRIVING RANGE	3,604	5,399	6,117
OFFICE SUPPLIES	930	1,437	272
DUES AND MEMBERSHIPS	344	260	110
MAINTENANCE (Department Total)	393,210	407,293	372,940
TOTAL OPERATING EXPENDITURES	<u>508,363</u>	<u>530,815</u>	<u>503,087</u>
TOTAL PRO SHOP OPERATION EXPENDITURES	<u>648,165</u>	<u>658,965</u>	<u>636,704</u>
OPERATING PROFIT (LOSS) BEFORE OTHER COSTS	<u>(78,274)</u>	<u>(47,330)</u>	<u>114,786</u>
OTHER COSTS ASSOCIATED WITH OPERATIONS OF THE PRO-SHOP			
DEBT SERVICE PAYMENT-MAINTENANCE	30,765	42,756	80,457
MACHINERY & EQUIPMENT-MAINTENANCE	28,998	81,108	-
IMPROVEMENT O/T BUILDINGS - MAINTENANCE	-	3,961	144
TOTAL OTHER COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>59,763</u>	<u>46,717</u>	<u>18,489</u>
NET PROFIT (LOSS)	<u>\$ (138,037)</u>	<u>\$ (94,047)</u>	<u>\$ 96,297</u>

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

MAINTENANCE

	<u>3/31/2011</u>	<u>3/31/2010</u>	<u>3/31/2009</u>
PERSONAL SERVICES			
REGULAR SALARIES	\$ 32,540	\$ 55,486	\$ 63,790
PART TIME SALARIES	-	-	-
OVERTIME	-	335	991
SEASONAL & OTHER	-	-	-
PAYROLL TAXES	2,489	4,151	4,844
PENSION	3,507	3,494	3,392
MEDICAL INSURANCE	3,287	7,081	7,837
UNEMPLOYMENT COMPENSATION	2,690	2,778	-
WORKER'S COMPENSATION	696	492	533
TOTAL PERSONAL SERVICES	<u>45,209</u>	<u>73,817</u>	<u>81,387</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES	82	-	1,995
CONTRACTUAL SERVICES	169,318	177,882	155,129
REPAIRS AND MAINTENANCE	27,259	31,376	19,242
UTILITY SERVICES-ELECTRICITY	13,913	17,650	21,885
UTILITY SERVICES-WATER	1,375	1,505	1,650
OPERATING SUPPLIES	107,036	83,232	71,150
FUEL, OILS, LUBRICANTS	16,972	11,751	11,217
TOOLS	-	-	-
LIABILITY INSURANCE	4,896	5,868	4,374
TELECOMMUNICATIONS	245	304	201
DUES AND SUBSCRIPTIONS	-	200	520
EDUCATION AND TRAINING	-	-	-
UNIFORMS	828	435	1,081
RENTALS AND LEASES	6,077	3,273	3,109
TOTAL OPERATING EXPENSES :	<u>348,001</u>	<u>333,476</u>	<u>291,553</u>
IMPROVEMENT O/T BUILDINGS	-	3,961	144
MACHINERY AND EQUIPMENT	<u>28,998</u>	-	-
TOTAL CAPITAL OUTLAY :	<u>28,998</u>	<u>3,961</u>	<u>144</u>
PRINCIPAL PAYMENTS	30,765	42,756	75,801
INTEREST	-	-	4,655
TOTAL DEBT SERVICE	<u>30,765</u>	<u>42,756</u>	<u>80,457</u>
TOTAL MAINTENANCE	<u>\$ 452,973</u>	<u>\$ 454,010</u>	<u>\$ 453,541</u>

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

ADMINISTRATION

	<u>3/31/2011</u>	<u>3/31/2010</u>	<u>3/31/2009</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES - LEGAL	108	446	319
CONTRACTUAL SERVICES	405	451	4,249
UTILITY SERVICES-ELECTRICITY	4,150	4,051	5,816
REPAIRS AND MAINTENANCE	943	794	513
TELEPHONE	-	348	285
RISK MANAGEMENT	5,508	10,794	11,528
LICENSES AND FEES	-	-	-
TOTAL OPERATING EXPENSES :	<u>12,402</u>	<u>16,884</u>	<u>22,510</u>
TOTAL ADMINISTRATION	<u>\$ 12,402</u>	<u>\$ 16,884</u>	<u>\$ 22,510</u>

CITY OF MIAMI SPRINGS, FLORIDA
 GOLF & COUNTRY CLUB
 ACTUAL VERSUS BUDGET
 FOR THE PERIOD ENDING 3/31/11

	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance Positive (Negative)</u>
TOTAL PRO-SHOP- REVENUES	<u>569,891</u>	<u>1,187,066</u>	<u>(617,175)</u>
TOTAL OPERATING EXPENDITURES	<u>648,165</u>	<u>1,278,456</u>	<u>630,291</u>
OPERATING PROFIT (LOSS) BEFORE CAPITAL EXPENDITURES AND DEBT SERVICE PAYMENTS	<u>(78,274)</u>	<u>(91,390)</u>	<u>13,116</u>
<u>OTHER REVENUES, TRANSFERS, AND EXPENDITURES:</u>			
DEBT SERVICE PAYMENT-MAINTENANCE	30,765	61,529	30,764
MACHINERY & EQUIPMENT	-	3,426	3,426
MACHINERY & EQUIPMENT-MAINTENANCE	28,998	54,786	25,788
IMPROVEMENTS O/T BUILDINGS - MAINTENANCE	<u>-</u>	<u>64,906</u>	<u>64,906</u>
TOTAL CAPITAL EXPENDITURES AND DEBT SERVICE PAYMENTS	<u>59,763</u>	<u>184,647</u>	<u>124,884</u>
OPERATING PROFIT (LOSS) BEFORE NON-OPERATING COSTS	<u>(138,037)</u>	<u>(276,037)</u>	<u>138,000</u>
<u>NON-OPERATING COSTS:</u>			
CITY ADMINISTRATIVE EXPENSES	<u>12,402</u>	<u>23,525</u>	<u>11,123</u>
TOTAL OTHER NON-OPERATING COSTS	<u>12,402</u>	<u>23,525</u>	<u>11,123</u>
OPERATING PROFIT (LOSS)	<u>\$ (150,439)</u>	<u>\$ (299,562)</u>	<u>\$ 149,123</u>

**CITY OF MIAMI SPRINGS, FLORIDA
ACTUAL VS BUDGET-PRO SHOP OPERATIONS
FOR THE PERIOD ENDING 3/31/11**

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Variance Positive (Negative)</u>
REVENUES			
GREEN FEES	\$ 424,477	\$ 856,052	\$ (431,575)
MEMBERSHIPS	24,525	88,140	(63,615)
CART REVENUES	34,089	83,039	(48,950)
RANGE FEES	49,820	100,498	(50,678)
GOLF - OTHER REVENUES	13,239	4,910	8,329
MERCHANDISE SALES	23,741	54,427	(30,686)
TOTAL PRO SHOP REVENUES	<u>569,891</u>	<u>1,187,066</u>	<u>(617,175)</u>
PERSONNEL EXPENSES			
REGULAR SALARIES	54,780	119,553	64,773
PART TIME SALARIES	63,709	108,797	45,088
OVERTIME	46	-	(46)
SEASONAL & OTHER	-	300	300
FICA TAXES	9,746	17,046	7,300
PENSION	5,726	9,772	4,046
MEDICAL INSURANCE	4,655	5,951	1,296
WORKER'S COMPENSATION	1,140	2,284	1,144
UNEMPLOYMENT COMPENSATION	-	-	-
TOTAL PERSONNEL SERVICES	<u>139,802</u>	<u>263,703</u>	<u>123,901</u>
OPERATING EXPENSES			
CONTRACTUAL & PROFESSIONAL SERVICES	6,986	11,150	4,164
RENTALS AND LEASES	27,965	60,697	32,732
REPAIRS AND MAINTENANCE	4,877	8,400	3,523
PRINTING AND BINDING	800	2,700	1,900
PROMOTIONS & ADVERTISING	13,409	18,400	4,991
OTHER CHARGES - BANK & CREDIT CARD CHARGES	17,181	27,850	10,669
OPERATING SUPPLIES	3,073	6,000	2,927
UTILITY SERVICES-ELECTRICITY	12,619	23,674	11,055
UTILITY SERVICES-WATER	117	253	136
LIABILITY INSURANCE	6,396	12,789	6,393
TELECOMMUNICATIONS	4,572	10,356	5,784
MERCHANDISE	12,280	39,235	26,955
DRIVING RANGE	3,604	9,000	5,396
OFFICE SUPPLIES	930	2,500	1,570
DUES AND MEMBERSHIPS	344	1,000	656
MAINTENANCE (Department Total)	393,210	780,749	387,539
TOTAL OPERATING EXPENDITURES	<u>508,363</u>	<u>1,014,753</u>	<u>506,390</u>
TOTAL PRO SHOP OPERATION EXPENDITURES	<u>648,165</u>	<u>1,278,456</u>	<u>630,291</u>
OPERATING PROFIT (LOSS) BEFORE OTHER COSTS	<u>(78,274)</u>	<u>(91,390)</u>	<u>13,116</u>
OTHER (REVENUES) COSTS ASSOCIATED WITH OPERATIONS OF THE PRO-SHOP			
TRANSFERS TO DEBT SERVICE FUND	30,765	61,529	30,764
MACHINERY & EQUIPMENT	-	3,426	3,426
MACHINERY & EQUIPMENT-MAINTENANCE	28,998	54,786	25,788
IMPROVEMENT O/T BUILDINGS	-	64,906	64,906
TOTAL OTHER (REVENUES) COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>59,763</u>	<u>184,647</u>	<u>124,884</u>
NET PROFIT (LOSS)	<u>\$ (138,037)</u>	<u>\$ (276,037)</u>	<u>\$ 138,000</u>

**CITY OF MIAMI SPRINGS, FLORIDA
GOLF COURSE
ACTUAL VS BUDGET- MAINTENANCE EXPENSES
FOR THE PERIOD ENDING 3/31/11**

<u>MAINTENANCE</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Variance Positive (Negative)</u>
PERSONAL SERVICES			
REGULAR SALARIES	\$ 32,540	\$ 69,733	\$ 37,193
OVERTIME	-	-	-
PAYROLL TAXES	2,489	4,911	2,422
PENSION	3,507	7,155	3,648
MEDICAL INSURANCE	3,287	5,843	2,556
UNEMPLOYMENT COMPENSATION	2,690	5,000	2,310
WORKER'S COMPENSATION	696	1,395	699
TOTAL PERSONAL SERVICES	<u>45,209</u>	<u>94,037</u>	<u>48,828</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES	82	5,000	4,918
CONTRACTUAL SERVICES	169,318	346,392	177,074
REPAIRS AND MAINTENANCE	27,259	63,000	35,741
UTILITY SERVICES-ELECTRICITY	13,913	35,900	21,987
UTILITY SERVICES-WATER	1,375	6,000	4,625
OPERATING SUPPLIES	107,036	175,000	67,964
FUEL, OILS, LUBRICANTS	16,972	29,000	12,028
TOOLS	-	4,000	4,000
LIABILITY INSURANCE	4,896	9,788	4,892
TELECOMMUNICATIONS	245	610	365
DUES AND SUBSCRIPTIONS	-	500	500
EDUCATION AND TRAINING	-	250	250
UNIFORMS	828	2,200	1,372
RENTALS AND LEASES	6,077	9,072	2,995
TOTAL OPERATING EXPENSES :	<u>348,001</u>	<u>686,712</u>	<u>338,711</u>
IMPROVEMENT O/T BUILDINGS	-	64,906	64,906
MACHINERY AND EQUIPMENT	<u>28,998</u>	<u>54,786</u>	<u>25,788</u>
TOTAL CAPITAL OUTLAY :	<u>28,998</u>	<u>119,692</u>	<u>90,694</u>
TRANSFERS TO DEBT SERVICE FUND	<u>30,765</u>	<u>61,529</u>	<u>30,764</u>
TOTAL DEBT SERVICE	<u>30,765</u>	<u>61,529</u>	<u>30,764</u>
TOTAL MAINTENANCE	<u>\$ 452,973</u>	<u>\$ 961,970</u>	<u>\$ 508,997</u>

**CITY OF MIAMI SPRINGS, FLORIDA
GOLF COURSE
ACTUAL VS BUDGET- ADMINISTRATION EXPENSES
FOR THE PERIOD ENDING 3/31/11**

<u>ADMINISTRATION</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Variance Positive (Negative)</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES - LEGAL	108	475	367
CONTRACTUAL SERVICES	405	475	70
UTILITY SERVICES-ELECTRICITY	4,150	9,330	5,180
UTILITY SERVICES-WATER	1,288	-	(1,288)
REPAIRS AND MAINTENANCE	943	1,500	557
TELEPHONE	-	725	725
RISK MANAGEMENT	5,508	11,020	5,512
TOTAL OPERATING EXPENSES :	<u>12,402</u>	<u>23,525</u>	<u>11,123</u>
TOTAL ADMINISTRATION	<u>\$ 12,402</u>	<u>\$ 23,525</u>	<u>\$ 11,123</u>

