



## MIAMI SPRINGS CODE OF ORDINANCES

### Sec. 35-56. - Administration.

#### (A)

The general administration and responsibility for the proper operation of the retirement system, and for making effective the provisions of §§ ~~35-50~~—35-59 are vested in a Board of Trustees consisting of five persons as follows:

#### (1)

Two employee members of the police department who shall be police officers as defined in F.S.A. § 185.02(1) to be elected as hereinafter provided; and

#### (2)

Two members who shall be legal residents of the municipality to be appointed by the City Council; and

#### (3)

One member to be appointed by the previous four members, whose appointment shall be confirmed, as a ministerial duty, by the City Council.



NOV. 14, 2011



**City of Miami Springs Interoffice Memo**

DATE: November 9, 2011

TO: Mayor Xavier Garcia and Members of the City Council

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

RE: Recommendation for Registering/Trademark for new Logo and Tag Line

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The following is from the copyright attorney we are using for a legal issue with a local resident. When we received a request from the Mayor to look into having our new logo registered, we asked the attorney for his input. It appears that the cost for this service will be less than \$2,000 for the base fee plus \$500 each for clothing/apparel, and golf.

"At our meeting with the City Manager we discussed the importance of registering trademarks and service marks used by the city to identify its goods or services. Proper protection of brands not only allows the city to potentially generate revenues through licensing but it also protects the City's image from unscrupulous vendors.

Our firm registers trademarks and service marks for a flat fee. A trademark registration for a trademark in one class costs \$980, all included. You are not charged anything else unless we receive an office action or an opposition. Registration of the same mark in additional classes costs an additional \$500 per class.

The cost for registering these four marks will depend on the services that the marks identify. It used to be that you could register "municipal services" for cities. That has been changed. Now you need to identify individual services that the city provides such as: garbage collection [class 39], arranging and conducting concerts [class 41], art exhibitions [class 41], distribution and supply of water [class 39], police protection [class 45], fire fighting services [class 45], clothing(as in t-shirts and caps for events) [class 25], vehicle parking [class 39], golf course [class 41], golf instructions [class 41] golf equipment rental [class 41]. As you can see some classes may apply to some marks and other may not. The clothing brand is very important as a source of potential revenue. Based on this break down if one of the marks covers classes 39 and 41 and 45 then the cost for registering that mark would be  $\$980 + \$500 + \$500 = \$1980$ .

In addition to registering the City's trademarks it is also important that when the City hires artists, photographers, film makers and other creative talent to create drawings, photographs, logos or other creative works for the city, that the City obtain a work made for hire or an assignment of all copyrights. This requirement extends to software that is written or creative website designs that are created for the city.

Jorge Espinosa

*Florida Bar Board Certified*

*Intellectual Property Law*



11-14-2011



RESOLUTION NO. 2011-3530

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS AUTHORIZING THE CITY MANAGER TO APPLY FOR A 2012 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT FROM THE FEDERAL DRUG CONTROL AND SYSTEM IMPROVEMENT PROGRAM, THROUGH THE OFFICE OF GRANTS COORDINATION, JUSTICE ASSISTANCE GRANT ADMINISTRATION FOR MIAMI-DADE COUNTY; AUTHORIZING THE CITY MANAGER TO EXECUTE GRANT CONTRACTS AND AGREEMENTS, EXECUTE CONTRACTS AND AGREEMENTS TO ACCOMPLISH GRANT FUNDING PURPOSES, EXPEND FUNDING FOR ESTABLISHED AND AUTHORIZED PURPOSES, RECEIVE AND EXPEND ADDITIONAL FUNDING THAT MIGHT BECOME AVAILABLE, EXECUTE AMENDATORY APPLICATION DOCUMENTATION, AND TO EXERCISE ALL CONTRACTUAL RIGHTS, AUTHORIZATIONS AND PRIVILEGES AVAILABLE TO THE CITY; EFFECTIVE DATE.**

**WHEREAS**, the Police Department has been advised that it is eligible to apply for a 2012 Edward Byrne Memorial Justice Assistance Grant from the Federal Drug Control and System Improvement Program; and,

**WHEREAS**, the Office of Grants Coordination, Justice Assistance Grant Administration for Miami-Dade County is the agency that is responsible for receiving and processing such Grant applications; and,

**WHEREAS**, the City Police Department has determined that it is eligible for applying to the County for Grant funding in the approximate amount of \$3,570.00; and,

**WHEREAS**, the Grant funding will be used by the City Police Department to fund the overtime costs incurred by Staff in providing the required data entry services to automate old police records; and,

**WHEREAS**, the City Police Department, City Administration, and City Council have determined that it is both proper and appropriate to apply for the subject Grant Funds:

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

**Section 1:** That the City Council of the City of Miami Springs hereby authorizes the City Manager to apply to the Office of Grants Coordination, Justice Assistance Grant Administration for Miami-Dade County, for a 2012 Edward Byrne Memorial Justice Assistance Grant from the Federal Drug Control and System Improvement Program in the approximate amount of \$3,570.00.

**Section 2:** That the City Council of the City of Miami Springs hereby further authorizes the City Manager to execute all contracts and agreements required to secure said grant funds, execute such other documents/contracts and agreements as will effectuate the purposes of the grant, expend the grant funds for the purposes set forth in the grant, receive and expend such other additional funding that might become available in coordination with the expenditure of the grant funds, execute and file any amendatory grant application documents required, and to appropriately exercise any and all rights, authorizations, and privileges contained in any contracts or agreements related to the grant funds.

**Section 3:** That the City Council of the City of Miami Springs hereby approves and authorizes the "Program Narrative", attached hereto as Attachment "A", which describes the Police Department activities related to the subject grant.

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

**PASSED AND ADOPTED** by the City Council of the City of Miami Springs, Florida, this 14<sup>th</sup> day of November, 2011.

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

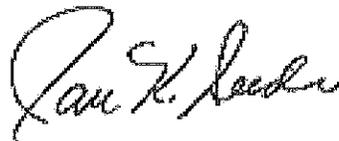
Vice Mayor Espino	" "
Councilman Best	" "
Councilman Lob	" "
Councilwoman Ator	" "
Mayor Garcia	" "

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

**ATTEST:**

\_\_\_\_\_  
Magali Valls, CMC  
City Clerk

**APPROVED AS TO LEGALITY AND FORM:**



Jan K. Seiden, City Attorney

**PROGRAM NARRATIVE**

Jurisdiction Name: Miami Springs

Contact Person: Capt. Jon Kahn

Address: 201 Westward Drive  
Miami Springs, Florida 33166Contact Numbers: O: (305) 805-5110  
F: (305) 884-2384

Program Area: Records Improvement

Program Dates: 10/01/11 through 09/30/12

Program Name: Criminal Justice Records  
Improvement

Target Population: City Residents

Problem Identification

Due to staffing cuts, the Miami Springs Police Department is several years in arrears in scanning and indexing its paper police records to a retrievable optical imaging format. These records span 1988 to 1998, and currently include approximately 25 boxes of case reports and arrest records that are kept at an off-site storage facility as well as a large volume of records retained in-house. One box of records is estimated to contain about 2,400 records, or 6,200 pieces of paper. The off-site warehousing is costly, unwieldy, and results in a delay in retrieving archived reports.

A few years ago the Department purchased an advanced archive indexing optical imaging system to digitize and index these documents for efficient retrieval. While the use of the new equipment significantly improved the Department's criminal justice records management system, staff shortages made it difficult to complete the task of sorting, scanning, indexing, classifying and destroying these archived police documents.

Using previously acquired JAG Funds, the Miami Springs Police Department has been able to begin addressing this need by outsourcing the prepping and scanning portion of this process (the most time consuming part of this project) to a high-speed automated data imaging specialist vendor. These documents were then returned to MSPD in digital format. Then, existing clerical staff, on an overtime basis, imported the images from the DVDs, indexed the records into our system according to departmental standards, and prepared the paper records for destruction in compliance with Florida State Archive regulations. This has worked well towards alleviating much of the backlog of police records that are strictly on paper media at an off-site storage facility and our personnel were more productively able to work solely on the technical aspects of this process.

However, much remains to be done. Assistance with the continuation of this project will greatly improve our criminal justice records management by moving us towards the completion of total conversion from the manual system to an electronic retention and retrieval system. Because of the use of previous JAG funds, most of the remaining 25 boxes of police records have either been fully or partially scanned or indexed. Therefore, it is not necessary to outsource the scanning portion of this project and instead utilize the funds towards paying clerical staff to review, make scanning corrections, classify and ultimately destroy the corresponding paper copy of the police reports.

Program Description

The Miami Springs Police Department proposes to continue this records management and data migration project by utilizing clerical personnel on an overtime basis for approximately 129 hours to review, correct scanning errors, classify and destroy the original paper copy of approximately 13 boxes of police records. This will be accomplished by using the funds obtained through this requested Byrne Grant allocation. This project will increase the available work space in the Police Department by digitizing and indexing police records that are stored both off-site and in-house; eliminating the monthly storage and retrieval costs related to these records and allowing for instant access instead of waiting the current two to three days for the boxes to be pulled from the off-site warehouse.

Jurisdiction Name: Miami Springs

Contact Person: Capt. Jon Kahn

Address: 201 Westward Drive  
Miami Springs, Florida 33166

Contact Numbers: O (305) 805-5110  
F (305) 884-2384

Program Area: Records Improvement

Program Dates: 10/01/10 through 09/30/11

Program Name: Criminal Justice Records  
Improvement

Target Population: City Residents

Required Activities	Planned Measures	Monitoring Plan
<p>Convert 13 boxes (approx. 31,200 reports) of records/files from a manual system to an electronic retention system for the purposes of criminal justice records improvement.</p> <p>Utilize approximately 130 hours of overtime to import the images into the existing system, review the images for errors or omissions, index the records according to departmental standards, and sort, quantify and prepare the original documents for destruction in compliance with Florida State archive regulations.</p>	<p>Funds will be allocated for overtime pay for clerical staff that are not normally assigned to this project to review the paper record against the optical imaging system, check for scanning/omission errors, make appropriate corrections and classify the paper report copies in accordance to State Archive standards. After these steps have been accomplished, the corresponding paper records can be destroyed.</p>	<p>The Provider is to submit the following information to the County in a complete and timely manner:</p> <ul style="list-style-type: none"> <li>Quarterly Performance Reports</li> <li>Quarterly Expenditure Reports</li> <li>Computerized reports from optical imaging system</li> <li>Payroll documentation including payroll registers, time sheets and overtime slips.</li> <li>Proof of payment/cancelled check for contractual services.</li> </ul>

**PROGRAM BUDGET**

Jurisdiction Name: MIAMI SPRINGS

Contact Person: Capt. Jon Kahn

Program Area: Records Improvement

O (305) 805-5110 F (305) 884-2384

Program Name: Records Improvement

Program Dates: 10/01/11 - 09/30/12

<b>CONTRACTUAL SERVICES TOTAL</b>	<b>\$3,570</b>
<b>Salaries and Benefits, Total</b>	<b>\$3,570</b>
Clerk/Communications staff X 125.26 hours X \$28.50/hr (overtime)	\$3,570
Benefits include FICA	
<b>Contractual Services, Total</b>	<b>\$0</b>
Vendor to convert documents into digital format (paid by volume)	
<b>Operating Capital Outlay, Total</b>	<b>\$0</b>
<b>Expenses Total</b>	<b>\$0</b>
<b>Total Budget</b>	<b><u>\$3,570</u></b>
<b>Miami Dade County will reimburse an amount not to exceed:</b>	<b><u>\$3,570</u></b>



Miami Springs  
Police Department

Memorandum

**To:** James R. Borgmann, City Manager  
**From:** Peter G. Baan, Chief of Police  
**Subject:** 2012 Byrne Grant Resolution  
**Date:** 10/26/2011

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

Attached is a resolution for approval by the Miami Springs City Council. The resolution authorizes application for the 2012 Edward Byrne Memorial Justice Assistance Grant. The resolution also authorizes the City Manager to execute all contracts and agreements related to the grant program.

The grant is in the amount of \$3,570.00 and requires no local match. The grant proceeds will be utilized to fund the overtime necessary for data entry to automate old police records.

Please include this item for consideration at the next regular City Council Meeting.

Attachments

Agenda Item No.

City Council Meeting of:



ORDINANCE NO. 1028-2011

City Council Meeting of:

11-14-2011



**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS AMENDING CODE OF ORDINANCE SECTION 96.05, STREET NUMBERS; DISPLAY; TO PROVIDE CLARIFIED PROVISIONS AND REQUIREMENTS RELATED TO THE DISPLAY OF STREET NUMBERS ON STRUCTURES IN THE CITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; EFFECTIVE DATE.**

**WHEREAS**, The City Code Enforcement Department and the City Council have endeavored to correct, clarify, revise, repeal and correspondingly amend City Code Sections that present difficulties in understanding and enforcement; and,

**WHEREAS**, the Code Enforcement Department has suggested that Code of Ordinance Section 96.05 regarding the display of street numbers on structures in the City needs to be considered for appropriate corrective legislation by the City Council; and,

**WHEREAS**, the provisions of this Ordinance section have been reviewed and discussed by the City Council and the Code Enforcement Department Director; and,

**WHEREAS**, the City Council has determined that it is in the best interests of the City and its citizens to correct, clarify and revise the provisions of Code of Ordinance Section 96.05:

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

**Section 1:** That Code of Ordinance Section 96.05, Street Numbers; Display, is hereby amended as follows:

## ARTICLE II. STREET NUMBERS; PARKWAYS

### 96.05. ~~Street numbers; display.~~ Display of Street Numbers.

~~All structures to which a street number has been assigned by the City shall display such number prominently on the front of the structure nearest to the street to which the number applies, or in the front yard, or upon mailboxes visible from the street.~~

- (A) The street numbers assigned to all structures in the City shall comply with the following requirements:
- (1) Must be at least three inches in height.
  - (2) Must be in a contrasting color to that of the structure to which it is attached.
  - (3) Must be visible and easily readable from the roadway fronting the displayed street number.
  - (4) No trees, shrubs, or other foliage shall be maintained in such a manner as to obstruct the visibility of any street number from the roadway fronting the displayed street number.
- (B) Notwithstanding the foregoing, street numbers may be displayed upon attached or detached mailboxes, so long as the location and placement of the street numbers on the mailboxes is in compliance with the requirements of the preceding section.
- (C) All street numbers which are currently easily readable and visible from the roadway fronting the displayed street number shall have two years to comply with all the requirements of subsection (A) of this Ordinance.

(D) All street numbers which are not currently easily readable and visible from the roadway fronting the displayed street number are required to immediately comply with the requirements of subsection (A) of this Ordinance.

**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.

**(THIS SPACE INTENTIONALLY LEFT BLANK)**

**PASSED AND ADOPTED** by the City Council of the City of Miami Springs,  
Florida this 12<sup>th</sup> day of December, 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 Espino	" _____ "
Councilman Best	" _____ "
Councilman Lob	" _____ "
Councilwoman Ator	" _____ "
Mayor Garcia	" _____ "

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Zavier M. Garcia  
Mayor

**ATTEST:**

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Magali Valls, CMC  
City Clerk

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**



Jan K. Seiden, Esquire  
City Attorney

First reading: 11/14/2011  
Second reading: 12/12/2011

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



11-14-2011



**ORDINANCE NO. 1029-2011**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS AMENDING CODE OF ORDINANCE SECTION 70-10, PARKING RESTRICTED IN CERTAIN AREAS; TO PROVIDE CLARIFIED PROVISIONS ON PERMITTED PARKWAY PARKING, PROHIBITED PARKWAY USE; PROHIBITED PARKWAY PARKING EXCEPTIONS, ENFORCEMENT AND SIGNAGE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; EFFECTIVE DATE.**

**WHEREAS,** The City Code Enforcement Department and the City Council have endeavored to correct, clarify, revise, repeal and correspondingly amend City Code Sections that present difficulties in understanding and enforcement; and,

**WHEREAS,** the Code Enforcement Department has suggested that Code of Ordinance Section 70-10 regarding parking in City parkways needs to be considered for appropriate corrective legislation by the City Council; and,

**WHEREAS,** the provisions of this Ordinance section have been reviewed and discussed by the City Council and the Code Enforcement Department Director; and,

**WHEREAS,** the City Council has determined that it is in the best interests of the City and its citizens to correct, clarify and revise the provisions of Code of Ordinance Section 70-10:

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

**Section 1:** That Code of Ordinance Section 70-10, Parking Restricted in Certain Areas, is hereby amended as follows:

## ARTICLE II. SPECIFIC REGULATIONS

### **Sec. 70-10. ~~Parking restricted in certain areas.~~ Regulations for City Parkways.**

~~It shall be lawful to park motor vehicle on Curtiss Parkway and Morningside Drive in the center parkway of the public right-of-way of the City, provided that such vehicles are parked parallel with the pavement, and as close to the edge of the pavement as is reasonably practicable, but not to exceed a distance of ten feet from the edge of the pavement to the farther side of the vehicle. Any other use of any part of such parkways or the use of the parkways in any other manner, and any such use as is hereby allowed on Curtiss Parkway and Morningside Drive on the parkways of any other street in the City is hereby prohibited.~~

- (A) Permitted Parkway Parking. Motor vehicles may be parked in the public right-of-way median areas of Curtiss Parkway and Morningside Drive Parkway in accordance with the following rules and regulations:
- (1) Parking must be parallel with the adjoining street pavement.
  - (2) Parking must be as close to the adjoining street pavement as is reasonably practicable.
  - (3) Parking shall not exceed the distance of ten feet from the adjoining street pavement to the side of the motor vehicle farthest from the pavement.
- (B) Prohibited Parkway Use. Curtiss Parkway, Morningside Drive Parkway, and all other City Parkways shall not be used for any other purpose, unless specifically authorized in writing by the City.
- (C) Prohibited Parkway Parking Exceptions. Parking is prohibited on all other public right-of-way median Parkway areas in the City, except as set forth below:
- (1) Parking for special events authorized in writing by the City.
  - (2) Parking for limited short-time use by service vehicles such as the United States Postal Service, lawn service companies, repair service vehicles, emergency police vehicles and similar uses.

(D) Enforcement. It is the policy of the City to provide courtesy notices of prohibited parking before any punitive enforcement action is taken by the City Code Enforcement Department or Police Department in regard to parking on the prohibited parkway areas of the City.

(E) Signage. Nothing contained herein shall in any way prohibit, restrict or limit the placement of no parking signs in prohibited parkway areas of the City in the future.

**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.

**(THIS SPACE INTENTIONALLY LEFT BLANK)**

**PASSED AND ADOPTED** by the City Council of the City of Miami Springs,  
Florida this 12<sup>th</sup> day of December, 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 Espino	" _____ "
Councilman Best	" _____ "
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: 11/14/2011  
Second reading: 12/12/2011

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



ORDINANCE NO. 1030-2011

City Council Meeting of:

11-14-2011



**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS REPEALING CHAPTER NO. 134, WEAPONS; WHICH INCLUDES CODE SECTION 134-01, FIREARMS AND AIR RIFLES; DISCHARGE PROHIBITED; 134-02, CARELESS EXHIBITION OF WEAPONS; 134-03, FORFEITURE OF WEAPONS AND ARMS; 134-04, RETURN OF WEAPONS AND ARMS AND FORFEITURE ON FAILURE TO RECEIVE SAME; 134-05, DISPOSAL OF WEAPONS AND ARMS; AND 134-06, TAKING POSSESSION OF WEAPONS AND ARMS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; DIRECTIONS TO CODIFIERS; EFFECTIVE DATE.**

**WHEREAS**, the provisions contained in Chapter 134 of the City Code relating to "Firearms, Weapons and Arms" have not been revised, corrected, updated or amended since 1969; and,

**WHEREAS**, the City Police Department does not customarily cite the provisions of Chapter 134 for "Firearms, Weapons and Arms" violations charged by the Department; and,

**WHEREAS**, the Florida Legislature recently passed HB45 which amends the provisions of Florida Statute Section 790.33 and provides for the state preemption of local ordinances and regulations governing the use of firearms in the state; and,

**WHEREAS**, the aforesaid legislation, which became effective on October 1, 2011, declares local firearms ordinances and regulations null and void, prohibits the enactment of any such future ordinances and regulations and requires local jurisdictions to only enforce the state firearms laws; and,

**WHEREAS**, severe penalties are provided within the provisions of the amended statute for violations by local governments and local government officials; and,

**WHEREAS**, in light of the new legislation preempting the regulation of firearms and ammunition to the state, the out of date "Firearms, Weapons and Arms" provisions currently contained in the Code, and the Police Department's customary and continuing policy of charging firearms violations under the state statute, the City Council has determined that it is both proper and appropriate to repeal the provisions contained within Chapter No. 134 of the City Code of Ordinances:

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

**Section 1:** That Chapter No. 134, Weapons, of the Code of Ordinances and the specific Code of Ordinance Sections contained therein, are hereby repealed as follows:

**CHAPTER 134  
WEAPONS**

~~Sec. 134-01. Firearms and air rifles; discharge prohibited.~~

~~It shall be unlawful to discharge any firearm or air rifle within the limits of the City.~~

~~Sec. 134.02. Careless exhibition of weapons.~~

~~It shall be unlawful for any person having a weapon in his possession to exhibit the same in a rude, careless, angry or threatening manner, no in necessary self defense.~~

~~Sec. 134.03. Forfeiture of weapons and arms.~~

~~If the person arrested is convicted under any ordinance of the City involving the use of, or the attempted use of such weapons or arms, the weapons or arms shall become forfeited to the City without any order of forfeiture being necessary.~~

~~Sec. 134.04. Return of weapons and arms and forfeiture on failure to receive same.~~

~~If the person is acquitted of any offense involving the use of, or attempted use of, any weapon or arm, the weapon or arms taken from him as aforesaid shall be returned to him. However, if he fails to call for, or to receive same within 60 days from and after his acquittal or dismissal of charges against him, the weapon or arms shall be forfeited to the City.~~

~~Sec. 134.05. Disposal of weapons and arms.~~

~~Weapons or arms coming into the hands of the Chief of Police or the Commander of the property unit of the Police Department of the City, which are forfeited under the foregoing provisions of Sections 134.03-134.04, suitable for use by the Police Department, may be so used, or any weapon or arm which is not needed, or which is useless or unfit for use shall be destroyed or otherwise disposed of by the Chief of Police. Any such arms or weapons may be used as a trade-in or payment for weapons or arms needed for use by the Police Department. In the event that any of the arms or weapons are sold, the proceeds from the sale shall be transferred to the general fund of the City.~~

~~Sec. 134.06. Taking possession of weapons and arms.~~

~~Whenever any person is arrested while committing an offense, which is a violation of any ordinance of the City, and at the time of the arrest is armed with, or has on his person, any slingshot, metallic knuckles, billies, firearms, or any other dangerous weapons, the arresting office shall take possession of the weapon or arms in the possession of, or found upon, the person arrested, and shall deliver them to the Chief of Police, or the Commander of the property unit of the Police department of the City.~~

**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 codifiers are hereby directed to codify this Ordinance in the proper manner and format of the City of Miami Springs Code of Ordinances.

**Section 4:** That the provisions of this Ordinance 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 12<sup>th</sup> day of December, 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 Espino	" _____ "
Councilman Best	" _____ "
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: 11/14/2011  
Second reading: 12/12/2011

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



**CITY OF MIAMI SPRINGS**

11-14-2011 *Q/B*



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

TO: Honorable Mayor Garcia and Members of the City Council

VIA: James R. Borgmann, City Manager

FROM: Omar Luna, Recreation Director *Omar Luna*

DATE: October 27, 2011

SUBJECT: Recommendation that Council approve an expenditure to Allied Trucking of Florida, the lowest responsible bidder, in the amount \$4,000.00 for Concrete Screenings, pursuant to section 31.11 (E)(5) of the City Code.

Recommendation that Council approve a Change order to Leadex Corporation, in the amount of \$8,490.00 to construct a berm around the playground using sand fill, spread and compact the concrete screening throughout the play area as needed and remove existing concrete walk and replace with new ADA Ramp.

Reason: Due to the water table being so low at Stafford Park, our City Building Official has recommended that we elevate the playground structure 8 to 10 Inches above the grade so that the playground is elevated. This will allow for the water to percolate off the playground surface.

The Concrete Screening is the material that Leadex is going to use to elevate the sub-base of the playground. Leadex will spread and compact the concrete screening and they are also going to remove the existing concrete walk and replace it with a new ADA ramp.

Due to the elevation of the playground, Leadex has to create a berm around the playground as a safety precaution so that we don't have a trip hazard due to the concrete border around the playground.

Cost: \$12,490.00

Funding: Designated Fund Balance

Procurement approval: *[Signature]*

Oct 26 2011 12:19 HP LASERJET FAX

p.1

10/26/2011 11:56 3056984092

ALLIEDTRUCKINGOFFLOR

PAGE 01/01

*Attn J.D.*

ALLIED TRUCKING OF FLORIDA  
10741-10781 NW 88 AVE.  
MIALEAH GARDENS, FL 33016  
305-805-8464  
305-898-4092 FAX

PROPOSAL/CONTRACT

DATE: 10/26/2011

TO: City of Miami Springs

JOB NAME: 504 East Drive Project  
Miami Springs

ATT: Tom Mack

Fax: 305-805-5176

ALLIED TRUCKING HERBY SUBMITS SPECIFICATIONS ESTIMATES FOR:

Supply and Delivery:

*I need a total cost*

Concrete Screenings \$16.05 per ton

All Materials upon Availability. Prices Good through 12/31/2011

→ Diesel Surcharge of 2% for every \$0.16 increase above \$4.00 Gallon price

*if this is needed add it to the bottom line of price*

Note: Add \$1.00 on Lime Rock and on Aggregates on 01/01/2012 and every year thereafter

\*\*\*\* When Applicable \*\*\*\*

From Quarries in the Dade County Lake Bell Area Only.

This Quote is subject to the Federal Court decision on the Lake Bell permit ruling. Due to the present Court case status, all mining quarries are facing uncertainty as to the future of the excavation reserves which causes all pricing to change at any time without Notice.

*(NO)*

Prepared by: Raul L. Smith (305-775-8836 Cell)

ACCEPTANCE OF PROPOSAL (Signature) \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

*185 cubic yard concrete screening  
250 X 15.95 = \$ 4000.00*

*Rosita*

*305 805-5170 ext 4229*

*FAX 805-5176*

*305*



FLORIDA SILICA SAND COMPANY  
SINCE 1918

# Quote

8500 N.W. 36th Avenue, Miami, FL, 33147  
Phone 1: (305) 691-5881, Fax: (305) 696-9414

Quote	MIA-STD-Q-0001582
Date	10/26/2011
Created By	acalvo
Page / Printed By	1 Angel Calvo
Date / Time Printed	10/26/2011 12:52:47 PM

**Bill To:**

City Of Miami Springs  
201 Westward Drive  
Miami Springs FL 33166  
  
(305) 885-4581

**Ship To:**

Stafford Park  
501 East Drive  
Miami Springs FL 33166  
  
(305) 885-4581 Ext. 0

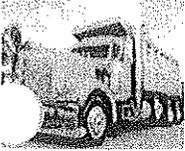
						Site ID	MIA
Purchase Order No.	Customer ID	Salesperson ID/N	Shipping Method	Req Ship Date	Payment Terms	Payment Type	
	94	301 Patrick Naughton		0/0/0000	NET 30		
Quantity	Item Number	Description	UOM	Discount	Unit Price	Ext. Price	
200.000	10103	Concrete Screenings	TON	\$0.000	\$20.520	\$4,104.00	
1	FRT-PLT CT	Freight	Dump Tr.	\$0.00	\$0.00	\$0.00	

" 1 - 2 WEEKS FOR DELIVERY "

<b>Subtotal</b>	\$4,104.00
<b>Misc</b>	\$0.00
<b>Tax</b>	\$0.00
<b>Freight</b>	\$0.00
<b>Trade Discount</b>	\$0.00
<b>Total</b>	\$4,104.00

The undersigned acknowledges and agrees that by signing and returning this Quote to Florida Silica Sand Company (FSS) he/she is instructing FSS to order the noted materials. Quoted prices, product availability and delivery times are subject to change from the time quoted to the time accepted; therefore upon receipt of any such changes, FSS reserves the right to quote the order, forwarding a revision to the Customer for approval.

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



Dandy Sand  
 3180 NW 36th Ave.  
 Miami, FL 33142  
 (305)634-0621

# Quote

DATE	quote #
10/25/2011	1084
EXP. DATE	
	12/25/2011

**ADDRESS**

CITY OF MIAMI SPRINGS  
 PUBLIC WORKS DEPT.  
 341 N. ROYAL POICIANA BLVD.  
 MIAMI SPRINGS, FL 33166  
 ATTN: TOM NASH

DESCRIPTION	QTY	RATE	AMOUNT
• SCREENING SAND 16 YD/20TON PER FULL LD.	185	26.25	4,856.25
• DELIVERY FEE-WAIVED DUE TO FULL LOAD	1	0.00	0.00
• REQUEST 185 CU. YDS = APPROX. 11.56 LOADS			
• CUSTOMER TAX EXEMPT			
<b>SUBTOTAL</b>			\$4,856.25
<b>TAX (7%)</b>			\$0.00
<b>TOTAL</b>			\$4,856.25

HOPE TO HERE FROM YOU SOON. PLEASE FEEL FREE TO CALL THE OFFICE WITH ANY QUESTIONS.

Accepted By:

Accepted Date:

# Leadex Corporation

CGC 010793  
12391 SW 130 St. Miami, Fl 33186

Telephone 305-266-2028  
Fax 305-264-5350

## PROPOSAL

To: City of Miami Springs  
Attn.: Omar Luna  
Loc: Stafford Park  
Re.: Sitework

October 26, 2011

### "SCOPE OF WORK"

- Construct berm around playground using sand fill. Berm to have 1' in 10' slope and to have St Augustine sod installed. \$ 4,840.00
- Spread and compact sand throughout play area as needed. \$ 2,775.00
- Remove concrete walk and replace with new ADA ramp. \$ 875.00

Total price for above mentioned work.....\$8,490.00

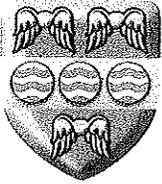
Authorized  
Signature & Date *Jose R Fonseca*

Accepted By  
Signature & Date \_\_\_\_\_



City Council Meeting of:

NOV 14, 2011  
*Jab*



November 9, 2011

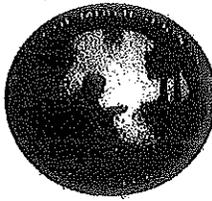
Dear Members of the City Council of Miami Springs,

All Angels Academy will host Movie Night in the Circle again this year on the third Friday of each month beginning November 18 and ending on March 16 (unless that date conflicts with the River Cities Festival, in which case we will finish on Feb. 17). We ask that the City of Miami Springs co-host with us, granting the funds to cover the cost of Police support at those events. The budget for the Police support at the movie night events is:

November 18 – Three officers @ \$175.00	\$525.00
December 16 – Three officers @ \$175.00	\$525.00
January 20 – Three officers @ \$175.00	\$525.00
February 17 – Three officers @ \$175.00	\$525.00
March 16 – Three officers @ \$175.00	<u>\$525.00</u>
Total	\$2625.00
Total if there is a conflict in March	\$2100.00

Respectfully Submitted

The Rev. Susan S. Keedy  
Head of School  
All Angels Academy



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

1. Name of Organization: All Angels  
Address: 1801 Ludlam Phone: ~~786-525-478~~  
305-885-1780
2. Amount Requested: \$ 2625.00
3. Tax exempt? Yes 4. Employer/Tax ID #: \_\_\_\_\_
5. Purpose of this request (Name of Benefactor of this event):  
Police Support for Movie Night
6. Event Date: From 12/18/2011 to 3/16/2012  
6a. Time of Day: 7:00 AM/PM to 11:00 AM/PM
7. Total cost of event (must attach a detailed budget): \$ 2625.00
8. Other contributors (names and \$ amts): All Angels
9. Expected economic impact on downtown: \_\_\_\_\_

Name & Title of Individual Filing Request (print): The Rev. Susan S. Keedy, Head of School

Signature: Susan Keedy Date: 11/7/2011





## City of Miami Springs Interoffice Memo

DATE: November 10, 2011

TO: Mayor Zavier Garcia and Members of the City Council

FROM: James R. Borgmann, City Manager 

RE: Request for Meeting from the Rehab and Revit. Ad Hoc Committee

---

Laz Martinez, chairman of the R&R Committee, has asked that a joint meeting be scheduled of both his board and the Architectural Review Board for the purpose of hearing a presentation from Calvin Giordano regarding their progress to date and also to review the street signage and way-finding proposed by the A.R.B.

There is a budget for this meeting in Work Order 2. The meeting has tentatively been scheduled for December 7<sup>th</sup>. After CG receives the comments from those boards, they will be scheduled to present to Council on December 12, 2011.

Agenda item No.

City Council Meeting of:

NOV 14, 2011



# CITY OF MIAMI SPRINGS



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

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

VIA: James Borgmann, City Manager

FR: William Alonso, CPA, CGFO, Finance Director

Date: October 26, 2011

Re: FY2010-2011 4th Quarter Budget Status Report (Unaudited)

Attached, please find the above referenced report based on revenues received and appropriations expended through September 30, 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

After completion of the fiscal year, we are pleased to report that the city ended the year with a surplus of \$285,212. The city originally budgeted the use of \$1,881,194 of available fund balance in its FY2011 budget. The city, however, ended the year using only \$1,595,982 of fund balance thus creating the surplus stated above. The city's fund balance decreased from \$6,299,906 in FY2010 to \$4,703,924 at the end of FY2011.

Total expenditures were under budget by almost \$486,547 as departments did not spend 100% of their budgets. Total revenues were \$201,335 lower than budgeted due to receiving less franchise fees and revenue sharing taxes than anticipated.

**The City's general fund balance as of September 30, 2011 will be approximately \$4,703,924 or an increase of 451% from the FY 2003 fund balance of \$853,643.**

Although the FY2011 ending fund balance is a decrease of 25% from the FY2010 fund balance of 6,299,906, it is important to note what "fund balance" should be accumulated for. First of all the generally accepted guidelines require that a government maintain at least 15-20% of their general fund budgeted expenditures as "reserves", **OUR CITY MAINTAINS A MINIMUM RESERVE OF 25%.**

Second, reserves are meant to be accumulated to pay for long term projects that the city has envisioned, such as the new irrigation system for the golf course installed last year. These are legitimate uses for our reserves. State Statutes require that if a local government has significant reserves and no plan on what they will be used for, they have to return these to the residents in the form of tax reductions. Our current fund balance of \$4,703,924 represents almost 33.6% of budgeted expenditures. This is why we will have over \$1.2 million in designations for future projects and uses. After deducting these designations, the undesignated fund balance is \$3.5 million or about 25% of budgeted expenditures.

The following chart is a projection of the City's projected revenues, expenditures, and general fund balance as of the end of the fiscal year ended September 30, 2011:

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Year-End Actual (Unaudited)</u>	<u>Variance</u>
<b>Sources:</b>				
General Fund beginning balance	6,299,906	6,299,906	6,299,906	-
Current revenues	12,548,883	12,590,923	12,320,588	(270,335)
Transfers in	746,563	746,563	815,563	69,000
Total Sources	<u>19,595,352</u>	<u>19,637,392</u>	<u>19,436,057</u>	<u>(201,335)</u>
<b>Uses:</b>				
Operating expenditures	13,627,151	14,583,736	14,124,569	(459,167)
Transfers out	<u>163,544</u>	<u>634,944</u>	<u>607,564</u>	<u>(27,380)</u>
Total Uses	<u>13,790,695</u>	<u>15,218,680</u>	<u>14,732,133</u>	<u>(486,547)</u>
General Fund ending balance	<u>5,804,657</u>	<u>4,418,712</u>	<u>4,703,924</u>	<u>285,212</u>
Budgeted change in fund balance		<u>(1,881,194)</u>		
Projected change in fund balance			<u>(1,595,982)</u>	

FINANCIAL DASHBOARD

FINANCIAL INDICATORS-GENERAL FUND

	<u>Budgeted</u>	<u>Actual</u>	<u>% of budget</u>
<b>General Fund Revenues as of 09/30/11</b>	\$13,337,486	\$13,136,151	98% (1)
<b>General Fund Revenues as of 9/30/10</b>	\$11,987,708	\$12,051,386	101%(1)

<b>General Fund Expenditures as of 9/30/11</b>	\$15,218,680	\$14,732,133	97% (2)
<b>General Fund Expenditures as of 9/30/10</b>	\$15,154,488	\$14,172,797	94% (2)

	<u>As of 9/30/10</u>	<u>Projected 9/30/11</u>	<u>\$ Increase/Decrease</u>
<b>General Fund Reserve</b>	\$6,299,906	\$4,703,924	\$(1,595,982)

INVESTMENT INDICATOR

	<u>As of 9/30/10</u>	<u>As of 9/30/11</u>	<u>\$ Increase/(Decrease)</u>
<b>Investments</b>	\$ 9,401,890	\$ 8,181,298	\$(1,220,592)

	<u>Total On Deposit</u>	<u>Unrealized Loss</u>	<u>Net Asset Value</u>
<b>SBA Account</b>	\$115,098.67	\$ (27,986.19)	\$87,112.48

FINANCIAL INDICATORS-OTHER

	<u>Revenues as of 9/30/11</u>	<u>Expenditures as of 9/30/11</u>	<u>Deficit at 9/30/11</u>	<u>Deficit at 9/30/10</u>
<b>Golf Course fund operating deficit requiring General Fund subsidy</b>	\$1,026,769	\$1,441,050	\$(414,281)	\$(1,552,048)

	<u>Revenues as of 9/30/11</u>	<u>Expenditures as of 9/30/11</u>	<u>Surplus at 9/30/11</u>	<u>Surplus at 9/30/10</u>
<b>Building &amp; Code</b>	\$ 673,886	\$ 537,860	\$136,026	\$336,281

	<u>As of 9/30/10</u>	<u>As of 9/30/11</u>	<u>\$ Increase/(Decrease)</u>
<b>Long-Term Debt</b>	\$5,749,383	\$5,179,117	\$(570,266)

	<u>At 9/30/10</u>	<u>At 9/30/11</u>
<b>% of Recreation Expenditures Collected in Fees</b>	16.3%	22.1%

Notes:

- (1) The budgeted revenues does not include the \$1,881,196 that was appropriated from fund balance.
- (2) Actual expenditures are running ahead of last year 97% vs.94% 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 September 30, 2011  
(100% OF YEAR COMPLETED)

Department	FY 2009-2010	FISCAL YEAR 2010-2011				% OF BUDGET	Note
	FULL YEAR ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL AS OF 9/30/11			
Ad Valorem Taxes - Current	\$ 5,732,869	\$ 5,528,449	\$ 5,528,449	\$ 5,274,816	95%	1	
Ad Valorem Taxes - Delinquent	-	20,000	20,000	167,510	838%	1	
Utility and Franchise Taxes	2,684,998	2,735,000	2,735,000	2,551,546	93%	2	
Occupational Licenses - City	70,721	70,000	70,000	78,357	112%		
Occupational Licenses - County	22,053	18,000	18,000	19,037	106%		
Building Permits	466,756	200,000	200,000	150,168	75%		
Electrical Permits	43,424	25,000	25,000	56,038	224%		
Plumbing Permits	22,945	15,000	15,000	101,724	678%		
Roofing Permits	24,160	25,000	25,000	31,814	127%		
Mechanical Permits	23,432	18,000	18,000	66,467	369%		
Zoning Permits	6,025	7,000	7,000	4,650	66%		
Certification of Completions	3,000	2,500	2,500	1,325	53%		
Structural Permits	15,998	13,000	13,000	19,116	147%		
POD Permit Fees	1,400	1,000	1,000	1,900	190%		
Other Permits	115,856	95,000	95,000	110,390	116%		
Misc Plan Reviews	1,800	1,000	1,000	-	0%		
Local Option Gas Tax	342,694	370,277	370,277	369,713	100%		
Revenue sharing	362,335	309,422	309,422	369,153	119%		
Alcoholic Beverage License	9,771	9,000	9,000	8,978	100%		
1/2-cent Sales Tax	742,550	797,205	797,205	827,344	104%		
Gas Tax Rebate	6,870	8,000	8,000	5,610	70%		
School Crossing Guards	22,186	18,000	18,000	21,732	121%		
Program Activity Fees	25	-	920	920	0%		
After School Programs	13,754	22,500	29,500	39,175	133%		
SWIM MEETS/TEAM RENTAL	6,094	9,000	9,000	10,000	111%		
Swimming Pool Admissions	18,028	51,445	51,445	20,072	39%		
Swim Lessons	49,172	40,000	40,000	49,365	123%		
Annual Daddy/Daughter Dance	2,225	3,000	3,000	2,913	97%		
Pelican theatre	-	3,000	3,000	2,908	97%		
Vending Machines	747	-	-	2,690	0%		
Fireworks-VG	6,000	3,000	3,000	3,000	100%		
Summer Camp	70,423	148,000	157,580	137,256	87%		
Summer Camp Activity Fee	60,000	18,500	18,500	25,979	140%		
Senior Center Rental	-	2,500	2,500	-	0%		
Gym Rental	-	5,000	5,000	5,043	101%		
Fitness Room Membership	15,757	30,000	35,000	43,266	124%		
Gym Admission Fees	5,941	12,000	12,000	14,412	120%		
Yoga Classes	3,000	-	11,000	18,490	100%		
Annual Turkey Trot	-	-	3,000	2,220	100%		
Basketball Fees	13,368	19,100	19,100	25,895	136%		
Little Smart Arts	-	-	500	660	100%		
Pool Rental	27,525	21,000	21,000	27,931	133%		
Pool Memberships	-	-	3,000	5,645	100%		
Jazzercise	2,932	4,200	4,200	3,925	93%		
Green Fees	-	872,366	872,366	763,488	88%		
Golf Memberships	-	88,140	88,140	64,034	73%		
Cart Rentals	-	83,039	83,039	62,301	75%		
Range Fees	-	100,498	100,498	94,688	94%		
Golf Merchandise Sales	-	54,427	54,427	45,652	84%		
Gift Certificate Redeemed	-	294	294	(3,158)	-1074%		
Rain Check Redeemed	-	(16,608)	(16,608)	(16,233)	98%		
CanAm Commissions	-	(3,350)	(3,350)	(1,780)	53%		
Golf Pro Commissions	-	-	-	1,133	100%		
Golf Course Rentals	-	8,260	8,260	6,491	79%		
Country Club Lease Eqpt Payment	-	-	-	10,000	100%		
GHIN Disabled Fees	-	953	953	153	16%		
Miscellaneous Charges for Serv	6,363	6,400	6,400	4,063	63%		
Copies & Other Charges	2,168	2,000	2,000	1,831	92%		
Tree Replacement	600	-	-	-	0%		
Lien Search	10,220	10,000	10,000	10,670	107%		
Re-occupancy inspection fee	5,000	5,000	5,000	8,500	170%		

**Chart B-Schedule of General Fund Budgeted and Actual Revenues  
For the Period Ending September 30, 2011  
(100% OF YEAR COMPLETED)**

Department	FY 2009-2010	FISCAL YEAR 2010-2011				Note
	FULL YEAR ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL AS OF 9/30/11	% OF BUDGET	
Clerk of the Court - Fines	166,351	165,000	165,000	169,282	103%	
Code Enforcement tickets	31,300	8,000	8,000	32,900	411%	
Disabled Parking tickets	5,125	3,000	3,000	7,018	234%	
Interest - Checking	1,053	2,000	2,000	1,448	72%	
Interest-CD's	69,954	-	-	-	0%	
Interest-Money Market	-	75,000	75,000	17,792	24%	
Interest - Tax Collections	1,511	2,000	2,000	1,886	94%	
Rent - Metro Fire	13,534	17,000	17,000	13,488	79%	
Rent - Dade Co. Library	8,253	8,300	8,300	8,253	99%	
Rent - Bus Benches	4,080	3,900	3,900	4,080	105%	
Recreational Activities	430	5,000	5,000	7,386	148%	
Sprint Tower	59,374	60,000	60,000	61,749	103%	
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	2,151	4%	
Other Miscellaneous	19,745	84,843	85,000	49,134	58%	
Insurance Reimbursement	54,773	-	-	5,495	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	278	14%	
Byrne Grant	16,194	-	-	13,787	100%	
Police COPS Grant	116,193	146,424	146,424	167,241	114%	
Historic Preservation Grant	-	-	-	4,000	100%	
Donations-Dog Park	-	-	1,882	3,941	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	350,000	125%	
ITF- Stormwater Admin Fee	53,000	53,000	53,000	53,000	100%	
Appropriated fund balance	2,121,411	495,248	1,881,196	1,595,982	85%	
<b>TOTALS &gt;&gt;&gt;</b>	<b>\$ 14,172,797</b>	<b>\$ 13,790,695</b>	<b>\$ 15,218,682</b>	<b>\$ 14,732,133</b>	<b>97%</b>	

## **II. REVENUES**

### Notes to Revenue Schedule:

- (1) Approximately 75-90% of the annual property tax assessment is collected during the months of October thru January of each fiscal year. The City invests all excess amounts until the funds are required to pay normal operating expenditures of the City.
- (2) During the year electric franchise fees and the local communications taxes collected and submitted to us by the State, were lower than budgeted.

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 Sept 30, 2011  
(100% OF YEAR COMPLETED)

Department	FY2009-10 ACTUAL	FISCAL YEAR 2010-2011			% OF ACTUAL VS. BUDGET	NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 9/30/2011		
<b>General Government:</b>						
Mayor & City Council	103,584	108,966	132,966	107,219	81%	
Office of the City Manager	633,084	649,313	854,497	756,070	88%	
Office of the City Clerk	268,049	356,668	358,959	332,381	93%	
Office of the City Attorney	148,174	136,000	136,000	144,513	106%	
Human Resource Department	212,897	210,212	214,919	202,620	94%	
Finance Department	776,480	725,013	725,797	698,878	96%	
IT Department	346,458	345,464	364,800	355,102	97%	
Planning Department	159,239	176,697	198,150	160,512	81%	
Non-Departmental	31,337	-	3,600	7,968	100%	
Total General Government	2,679,302	2,708,333	2,989,688	2,765,263	92%	1
<b>Public Safety:</b>						
Police Department	5,278,324	5,382,865	5,402,597	5,352,455	99%	
Building, Zoning & Code Enforcement	580,763	465,390	506,155	537,860	106%	
Total Public Safety	5,859,087	5,848,255	5,908,752	5,890,315	100%	1
<b>Public Works:</b>						
Public Works - Administration	505,241	433,438	443,373	435,350	98%	
Public Works - Streets	285,814	295,023	283,574	310,863	110%	
Public Works - Properties	949,573	930,628	947,060	985,368	104%	
Public Works - Building Maintenance	169,242	195,237	338,506	193,795	57%	
Public Works - Fleet Maintenance	64,978	29,182	28,980	79,453	274%	
Total Public Works	1,974,848	1,883,508	2,041,493	2,004,829	98%	1
<b>Parks and Recreation:</b>						
Recreation	1,392,968	1,341,668	1,693,743	1,593,809	94%	
Aquatics	303,884	290,027	293,027	260,423	89%	
Tennis	29,659	39,876	39,876	31,698	79%	
Park Maintenance	81,198	117,187	124,511	133,739	107%	
Golf Administration	-	23,525	23,525	24,070	102%	
Golf Pro Shop	-	501,133	511,901	534,205	104%	
Golf Maintenance	-	873,639	957,220	886,218	93%	
Total Parks and Recreation	1,807,709	3,187,055	3,643,803	3,464,162	95%	
<b>TOTAL GENERAL FUND EXPS.</b>	<b>12,320,946</b>	<b>13,627,151</b>	<b>14,583,736</b>	<b>14,124,569</b>	<b>97%</b>	<b>1</b>
Transfers to other funds						
Golf Course Fund	1,552,048	-	-	-	0%	
Capital Fund	168,471	-	475,000	475,000	0%	
Senior Center Fund	131,332	163,544	159,944	132,564	83%	
Total Transfers Out:	1,851,851	163,544	634,944	607,564	96%	1
Increase (decrease) in fund balance	-	-	-	-		
<b>TOTAL GENERAL FUND USES</b>	<b>14,172,797</b>	<b>13,790,695</b>	<b>15,218,680</b>	<b>14,732,133</b>	<b>97%</b>	

### III. EXPENDITURES

#### Notes to Expenditure Schedule:

- (1) As of fiscal year end, all departments are within budget. There are variances within some departments greater/less than 100%, 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 110% (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  
(100% OF YEAR COMPLETED)

	FY2009-10 ACTUAL	FISCAL YEAR 2010-2011			% OF ACTUAL VS. BUDGET
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 9/30/2011	
<b>Revenues:</b>					
USDA C-1	\$ 14,939	\$ 27,133	\$ 27,133	\$ 18,520	68%
USDA C-2	9,238	11,628	11,628	9,524	82%
Local Grants C-1	76,492	77,715	77,715	94,060	121%
Local Grants C-2	42,710	40,737	40,737	52,125	128%
Local Grants III-B	20,463	20,137	20,137	25,059	124%
CDBG Grant	49,041	-	-	58,792	100%
FL Dept. of Elder Affairs	9,894	31,883	31,883	-	0%
Sales to Va Gardens	12,305	20,295	20,295	14,775	73%
Donations	4,169	2,600	2,600	3,242	125%
<b>Total revenues</b>	<b>239,251</b>	<b>232,128</b>	<b>232,128</b>	<b>276,097</b>	<b>119%</b>
<b>Expenditures:</b>					
Administrative Costs	148,853	155,615	156,615	149,822	96%
Catering and operating supplies	129,411	80,883	164,796	137,525	83%
Operating Costs	40,189	57,931	56,931	57,932	102%
Capital Outlay	52,130	101,243	101,243	63,384	63%
<b>Total expenditures</b>	<b>370,583</b>	<b>395,672</b>	<b>479,585</b>	<b>408,663</b>	<b>85%</b>
Excess (deficiency) of revenues over expenditures	(131,332)	(163,544)	(247,457)	(132,566)	54%
<b>Other financing sources</b>					
Transfers in	131,332	163,544	163,544	132,564	81%
Transfers out	-	-	-	-	0%
<b>Total other financing sources</b>	<b>131,332</b>	<b>163,544</b>	<b>163,544</b>	<b>132,564</b>	<b>81%</b>
<b>Net change in fund balance</b>	<b>-</b>	<b>-</b>	<b>(83,913)</b>	<b>(2)</b>	<b>0%</b>
Beginning fund balance	18,871	18,871	18,871	18,871	
<b>Ending fund balance</b>	<b>\$ 18,871</b>	<b>\$ 18,871</b>	<b>\$ (65,042)</b>	<b>\$ 18,869</b>	

**CHART H-CITY OF MIAMI SPRINGS  
ACTUAL VS BUDGET REPORT-SANITATION  
(100% 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 9/30/2011</u>		
Operating revenues:						
Sanitation revenues	\$ 2,333,161	\$ 2,305,700	\$ 2,305,700	\$ 2,298,155	100%	
Total operating revenues	<u>2,333,161</u>	<u>2,305,700</u>	<u>2,305,700</u>	<u>2,298,155</u>	100%	
Operating expenses:						
Personnel Costs	800,378	807,622	807,622	793,552	98%	
Administrative Fees	281,000	281,000	281,000	350,000	125%	
Operations and maintenance	339,174	332,993	349,001	234,180	67%	
Disposal costs	710,985	808,419	808,419	618,343	76%	
Depreciation and amortization	52,768	52,000	52,000	54,262	104%	
Total operating expenses	<u>1,903,305</u>	<u>2,282,034</u>	<u>2,298,042</u>	<u>2,050,337</u>	89%	
Operating income (loss)	<u>429,856</u>	<u>23,666</u>	<u>7,658</u>	<u>247,818</u>	3236%	
Nonoperating revenues (expenses):						
Interest income	1,099	-	-	632	0%	
Interest expense and fees	(6,714)	(7,658)	(7,658)	(7,755)	101%	
Total nonoperating revenues (expenses)	<u>(5,615)</u>	<u>(7,658)</u>	<u>(7,658)</u>	<u>(7,123)</u>	0%	
Income (Loss)	<u>424,241</u>	<u>16,008</u>	<u>-</u>	<u>240,695</u>	100%	
Change in net assets	<u>143,241</u>	<u>16,008</u>	<u>-</u>	<u>240,695</u>	100%	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>\$ 721,670</u>	<u>\$ 962,365</u>		

**Note:**

**CHART I-CITY OF MIAMI SPRINGS  
ACTUAL VS BUDGET REPORT-STORMWATER  
FOR THE PERIOD ENDING SEPT 30, 2011  
(100% OF YEAR COMPLETED)**

	FY2009-10 ACTUAL	FISCAL YEAR 2010-11			% OF ACTUAL VS. BUDGET	NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 9/30/2011		
Operating revenues:						
Residential Class I	\$ 274,138	\$ 250,000	\$ 250,000	\$ 299,176	120%	
Total operating revenues	<u>274,138</u>	<u>250,000</u>	<u>250,000</u>	<u>299,176</u>	120%	
Operating expenses:						
Personnel Costs	89,677	86,442	86,442	86,653	100%	
Administrative Fees	53,000	53,000	53,000	53,000	100%	
Operations and maintenance	123,586	153,867	192,524	109,504	57%	
Depreciation and amortization	142,333	140,000	140,000	142,664	102%	
Total operating expenses	<u>355,596</u>	<u>433,309</u>	<u>471,966</u>	<u>391,821</u>	83%	
Operating income (loss)	<u>(81,458)</u>	<u>(183,309)</u>	<u>(221,966)</u>	<u>(92,645)</u>	42%	
Nonoperating revenues (expenses):						
Gain/(loss) on disposal of capital assets	1,600	-	-	-	0%	
Interest & other income	1,712	2,500	2,500	465	19%	
Interest expense and fees	(5,000)	(7,000)	(7,000)	(2,277)	33%	
Total nonoperating revenues (exp)	<u>(1,688)</u>	<u>(4,500)</u>	<u>(4,500)</u>	<u>(1,812)</u>	40%	
Income (Loss)	(83,146)	(187,809)	(226,466)	(94,457)	42%	
Change in net assets	<u>(136,146)</u>	<u>(187,809)</u>	<u>(226,466)</u>	<u>(94,457)</u>	42%	
<b>Total net assets, October 1</b>	<u>3,300,475</u>	<u>3,164,329</u>	<u>3,164,329</u>	<u>3,164,329</u>		
<b>Total net assets, September 30</b>	<u>\$ 3,164,329</u>	<u>\$ 2,976,520</u>	<u>\$ 2,937,863</u>	<u>\$ 3,069,872</u>		

**Notes:**

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

<u>Institution</u>	<u>Acct#</u>	<u>Principal Amount</u>
BB&T		\$ 502,490.00
<b>Subtotal BB&amp;T</b>		<b>\$ 502,490.00</b>
Suntrust Bank	NOW	\$ 501,095.00
<b>Subtotal SunTrust Bank</b>		<b>\$ 501,095.00</b>
TD Bank MMA		\$ 501,779.00
<b>Subtotal TD Bank</b>		<b>\$ 501,779.00</b>
		\$ -
		\$ -
<b>Subtotal BB&amp;T</b>		<b>\$ -</b>
SBA (Pool B)	221371	\$ 87,113.00
<b>Subtotal SBA</b>		<b>\$ 87,113.00</b>
<b>Subtotal Investments</b>		<b>\$ 1,592,477.00</b>
BB&T		\$ 825,371.00
(Law Enforcement Trust-restricted)		\$ 825,371.00
<b>Total all investments</b>		<b>\$ 2,417,848.00</b>

**CASH ON HAND-OPERATING ACCOUNTS:**

<b>Wells Fargo Acct# 2655115900150</b>	5,763,450.00
<b>Total Cash on hand as of 9/30/11</b>	<b>\$5,763,450.00</b>
<b>Total Investments and cash on hand</b>	<b>\$8,181,298.00</b>

**VII) ANALYSIS OF CHARGES FOR SERVICES**

**Chart J-Schedule of Building & Zoning/Code Enforcement  
Comparative for the periods ending Sept 30, 2010 AND 2011  
(100% OF YEAR COMPLETED)**

	YTD 9/30/11		YTD 9/30/10	
	<u>Building</u>	<u>Code Enforcement</u>	<u>Building</u>	<u>Code Enforcement</u>
<b>Charges for Services:</b>				
Occupational Licenses - City		\$ 78,357	\$ -	\$ 70,722
Occupational Licenses - County		19,037		22,053
Building Permits	150,168		466,756	
Electrical Permits	56,038		43,424	
Plumbing Permits	101,724		22,945	
Roofing Permits	31,814		24,160	
Mechanical Permits	66,467		23,432	
Zoning Permits	4,650		6,025	
Certification of Completions	1,325		3,000	
Structural Permits	19,116		15,998	
Other Permits	112,290		119,056	
Code Enforcement tickets		32,900		31,300
<b>Total Fees Collected</b>	<b>543,592</b>	<b>130,294</b>	<b>724,796</b>	<b>124,075</b>
<b>Expenditures:</b>				
Personnel	285,226	119,700	184,766	164,013
Inspector Costs	94,188		119,044	
Operating costs	27,207	9,069	84,705	28,235
Capital outlay	2,470			
Indirect costs from allocation	304,036		307,237	
<b>Total expenditures</b>	<b>713,127</b>	<b>128,769</b>	<b>695,752</b>	<b>192,248</b>
<b>Excess charges for services over expenditures</b>	<b>(169,535)</b>	<b>1,525</b>	<b>29,044</b>	<b>(68,173)</b>

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

**Chart K-Schedule of Recreation Department Operations  
Period Ending Sept 30, 2011  
(100% OF YEAR COMPLETED)**

	Admin	Pool	Tennis	Maintenance	YTD as of 9/30/2011	YTD as of 9/30/2010
<b>Charges for Services:</b>						
Summer Camp Activity Fee	\$ 163,235	-	-	-	\$ 163,235	\$ 130,448
After School Care	39,175	-	-	-	39,175	13,754
Water Polo/Aquatics Teams	10,000	-	-	-	10,000	6,094
Swimming Pool Admissions	-	20,072	-	-	20,072	67,200
Pool rental	-	27,931	-	-	27,931	27,525
Swim lessons	-	49,365	-	-	49,365	-
Annual Daddy/Daughter Dance	2,913	-	-	-	2,913	2,225
Vending Machines	2,690	-	-	-	2,690	747
Fitness room membership	43,266	-	-	-	43,266	15,757
Pool memberships	-	5,645	-	-	5,645	-
Annual Turkey trot	-	-	-	-	2,220	-
Little Smart Arts	660	-	-	-	660	-
Pelican Playhouse	2,908	-	-	-	2,908	-
Rental-recreational Facilities	7,386	-	-	-	7,386	430
Basketball Program	25,895	-	-	-	25,895	13,368
Jazzercise Classes	3,925	-	-	-	3,925	2,932
Gym Rental	5,043	-	-	-	5,043	-
Gym admission fees	14,412	-	-	-	14,412	5,941
Yoga classes	18,490	-	-	-	18,490	3,000
Other Activities	920	-	-	-	920	-
VG- Fireworks	3,000	-	-	-	-	6,000
<b>Total Fees Collected</b>	<b>346,138</b>	<b>103,013</b>	<b>-</b>	<b>-</b>	<b>446,151</b>	<b>295,421</b>

**Expenditures:**

Personnel	681,727	159,204	-	-	840,931	785,351
Operating costs	560,858	88,818	31,698	116,798	798,172	658,714
Debt Service	220,512	-	-	-	220,512	247,002
Capital outlay	130,712	12,165	-	16,941	159,818	116,642
<b>Total expenditures</b>	<b>1,593,809</b>	<b>260,187</b>	<b>31,698</b>	<b>133,739</b>	<b>2,019,433</b>	<b>1,807,709</b>
<b>Excess exp. over charges for services</b>	<b>\$ (1,247,671)</b>	<b>\$ (157,174)</b>	<b>\$ (31,698)</b>	<b>\$ (133,739)</b>	<b>\$ (1,573,282)</b>	<b>\$ 1,512,288</b>

Percentage of expenditures collected in fees 22.1% 16.3%

**NOTES TO STATEMENTS:**

VIII) OTHER FUNDS

CHART L-CITY OF MIAMI SPRINGS  
 ACTUAL VS BUDGET REPORT-ROAD & TRANSPORTATION  
 (100% OF YEAR COMPLETED)

	FY2009-10 ACTUAL	FISCAL YEAR 2010-2011			% OF ACTUAL VS. BUDGET	NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 9/30/2011		
<b>Revenues:</b>						
Peoples Transportation Tax	396,155	384,664	384,664	418,043	109%	
Charges for services	7,442	-	-	12,983	100%	
Misc Revenues-Interest	4,968	-	1,000	526	100%	
<b>Total revenues</b>	<b>408,565</b>	<b>384,664</b>	<b>385,664</b>	<b>431,552</b>	<b>112%</b>	
<b>Expenditures:</b>						
Administrative	71,433	92,537	95,567	94,803	99%	
Contractual/Professional Services	150,368	142,175	185,814	168,856	91%	
Repairs and maintenance	361,999	367,000	525,933	463,513	88%	
Operating Supplies/Road Materials	198	10,000	16,175	3,651	23%	
Capital Outlay-Machinery	-	-	94,789	58,436	62%	
<b>Total expenditures</b>	<b>583,998</b>	<b>611,712</b>	<b>918,278</b>	<b>789,259</b>	<b>86%</b>	
Excess (deficiency) of revenues over expenditures	(175,433)	(227,048)	(532,614)	(357,707)	67%	
<b>Other financing sources</b>						
Transfers out	(198,640)	-	(81,028)	(130,252)	161%	
<b>Total other financing sources</b>	<b>(198,640)</b>	<b>-</b>	<b>(81,028)</b>	<b>(130,252)</b>	<b>161%</b>	
Net change in fund balance	(374,073)	(227,048)	(613,642)	(487,959)		
Beginning fund balance	1,795,997	1,421,924	1,421,924	1,421,924		
<b>Ending fund balance</b>	<b>\$ 1,421,924</b>	<b>\$ 1,194,876</b>	<b>\$ 808,282</b>	<b>\$ 933,965</b>		

VIII) OTHER FUNDS

**CITY OF MIAMI SPRINGS  
ACTUAL VS BUDGET REPORT-LAW ENFORCEMENT TRUST FUND  
(100% OF YEAR COMPLETED)**

	FY2009-10 <u>ACTUAL</u>	FISCAL YEAR 2010-11			% OF ACTUAL VS. BUDGET	NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 9/30/2011</u>		
<b>Revenues:</b>						
Fines and Forfeitures	135,206	-	-	23,352	100%	
Grant revenues	3,200	-	-	-	100%	
Interest Income	7,857	10,000	10,000	5,004	50%	
Other Miscellaneous	18,732	-	-	-	0%	
Total revenues	<u>164,995</u>	<u>10,000</u>	<u>10,000</u>	<u>28,356</u>	284%	
<b>Expenditures:</b>						
Administration Expenses	76,954	98,420	124,486	72,101	58%	
Police education	9,562	16,500	16,500	11,329	69%	
Capital Outlay-Vehicles	12,783	-	-	72,904	0%	
Total expenditures	<u>99,299</u>	<u>114,920</u>	<u>140,986</u>	<u>156,334</u>	111%	
Excess (deficiency) of revenues over expenditures	<u>65,696</u>	<u>(104,920)</u>	<u>(130,986)</u>	<u>(127,978)</u>	98%	
Net change in fund balance	65,696	(104,920)	(130,986)	(127,978)		
Beginning fund balance	<u>949,781</u>	<u>1,015,477</u>	<u>1,015,477</u>	<u>1,015,477</u>		
<b>Ending fund balance</b>	<b><u>\$ 1,015,477</u></b>	<b><u>\$ 910,557</u></b>	<b><u>\$ 884,491</u></b>	<b><u>\$ 887,499</u></b>		

VIII OTHER FUNDS

**CITY OF MIAMI SPRINGS  
ACTUAL VS BUDGET REPORT-CAPITAL FUND  
(100% OF YEAR COMPLETED)**

	FY2009-10 <u>ACTUAL</u>	FISCAL YEAR 2010-11			NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 9/30/2011</u>	
<b>Revenues:</b>					
Intergovernmental	\$ 4,078,295	\$ -	\$ 1,415,747	\$ 1,046,860	74%
Interest and Other Income	<u>2,376</u>	-	-	-	0%
Total revenues	<u>4,080,671</u>	-	<u>1,415,747</u>	<u>1,046,860</u>	74%
<b>Expenditures:</b>					
General government	78,800	-	-	45,986	0%
Debt Service	10,875	-	-	-	0%
Capital Outlay	<u>6,399,849</u>	-	<u>1,890,747</u>	<u>1,484,800</u>	79%
Total expenditures	<u>6,489,524</u>	-	<u>1,890,747</u>	<u>1,530,786</u>	81%
Excess (deficiency) of revenues over expenditures	<u>(2,408,853)</u>	-	<u>(475,000)</u>	<u>(483,926)</u>	0%
<b>Other financing sources</b>					
Advance of Debt	-	-	-	-	0%
Transfers in	<u>199,662</u>	-	<u>475,000</u>	<u>556,028</u>	0%
Total other financing sources	<u>199,662</u>	-	<u>475,000</u>	<u>556,028</u>	0%
Net change in fund balance	<u>(2,209,191)</u>	-	-	<u>72,102</u>	0%
Beginning fund balance	<u>2,209,191</u>	-	-	-	
Ending fund balance	<u>0</u>	-	-	<u>\$ 72,102</u>	

VIII OTHER FUNDS

**CITY OF MIAMI SPRINGS  
ACTUAL VS BUDGET REPORT-DEBT SERVICE FUND  
(100% OF YEAR COMPLETED)**

	FISCAL YEAR 2010-2011					NOTES
	ACTUAL BUDGET	ORIGINAL BUDGET	AMENDED BUDGET	AS OF 9/30/2011	% OF ACTUAL VS. BUDGET	
<b>Revenues:</b>						
Property Taxes	\$ 399,719	\$ 402,658	\$ 402,658	\$ 382,947	95%	
Total revenues	<u>399,719</u>	<u>402,658</u>	<u>402,658</u>	<u>382,947</u>	95%	
<b>Expenditures:</b>						
Principal Payments	2,925,862	480,508	480,508	476,305	99%	
Interest Payments	272,634	225,869	225,869	189,025	84%	
Administrative	<u>10,675</u>	<u>3,200</u>	<u>3,200</u>	<u>13,450</u>	420%	
Total expenditures	<u>3,209,171</u>	<u>709,577</u>	<u>709,577</u>	<u>678,780</u>	96%	
Excess (deficiency) of revenues over expenditures	<u>(2,809,452)</u>	<u>(306,919)</u>	<u>(306,919)</u>	<u>(295,833)</u>	96%	
<b>Other financing sources</b>						
Proceeds from debt	2,435,812	-	-	-		
Transfers in	<u>365,947</u>	<u>306,919</u>	<u>306,919</u>	<u>306,919</u>	100%	
Total other financing sources	<u>2,801,759</u>	<u>306,919</u>	<u>306,919</u>	<u>306,919</u>	100%	
Net change in fund balance	<u>(7,693)</u>	<u>-</u>	<u>-</u>	<u>11,086</u>	100%	
Beginning fund balance	<u>108,124</u>	<u>100,431</u>	<u>100,431</u>	<u>100,431</u>		
<b>Ending fund balance</b>	<u>100,431</u>	<u>100,431</u>	<u>100,431</u>	<u>\$ 111,517</u>	100%	

# CITY OF MIAMI SPRINGS



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

**TO:** The Honorable Mayor Xavier Garcia and Members of the City Council  
**VIA:** James Borgmann, City Manager  
**FR:** William Alonso, CPA, CGFO, Finance Director  
**DATE:** October 26, 2011  
**SUBJECT:** Golf Course (UNAUDITED) Financials for the year ended September 30, 2011

Attached hereto are the unaudited financial reports for the Golf Course Fund for the year ended 9/30/11. 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 years ended September 30, 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.

	Fiscal Year Ended <u>9/30/2011</u>	Fiscal Year Ended <u>9/30/2010</u>	% Change From <u>9/30/10</u>	Fiscal Year Ended <u>9/30/2009</u>	% Change From <u>9/30/09</u>
<b><u>Golf Operations:</u></b>					
Total Revenues	1,026,769	1,023,139	0.4%	1,269,894	-19.1%
Operating Profit (Loss)	(279,322)	(355,012)	-21.3%	(92,765)	201.1%
Profit(Loss)including non-golf costs	(414,281)	(1,552,050)	-73.3%	(258,813)	60.1%
Pro Shop Costs	530,763	534,132	-0.6%	554,611	-4.3%
Maintenance Costs	775,328	884,019	-12.3%	808,048	-4.0%
Total Rounds Played	33,123	33,388	-0.8%	39,785	-16.7%
Total Greens Revenues	882,065	913,599	-3.5%	1,102,889	-20.0%
Average per Round	26.63	27.36	-2.7%	27.72	-3.9%
Memberships Sold	64,034	84,882	-24.6%	95,022	-32.6%
Driving Range revenues	94,688	80,868	17.1%	108,329	-12.6%

**Key Financial Indicators (continued)**

As you can see from this matrix, the annual decline in revenues has stabilized and for FY2011 we are reporting a 0.4% increase from the prior year. YTD greens revenues are down 3.5% from last year, rounds played declined by 0.8% and memberships declined by 24.6%. The one positive indicator was that driving range revenues continue their upward trend, increasing 17.1% compared to last year.

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 20% from FY2009, driving range revenues declined by 12.6%, and memberships are down 32.6% from FY2009.

On the cost side, YTD maintenance costs have decreased by 12.3% from last year mainly due to lowered maintenance costs of the irrigation system. Pro shop costs are down 0.6% from last year. The YTD operating loss is \$279,322 compared to a loss of \$355,012 last year.

The total bottom line YTD loss is \$414,281 compared to a loss of \$1,552,050 last year and a loss of \$258,813 for the same period of FY2009.

Page A-1 is a comparative profit and loss for the fiscal years ended 9/30/11, 9/30/10, and 9/30/09.

Page A-2 is a comparative profit and loss for the fiscal years ended 9/30/11, 9/30/10, and 9/30/09 for the pro shop operation only. The total YTD loss for the current year is \$393,653 compared to losses of \$1,517,402 as of 9/30/10 and a loss of \$220,002 as of 9/30/09.

Page B-1 provides an actual to budget comparison for the current fiscal year. We are currently reporting a total YTD loss as of September 2011 of 417,722 compared to a budgeted annual loss of \$307,244. 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 \$393,653 compared to a budgeted annual loss of 283,719.

Page C-1 is a rounds report for the fiscal year ended September 30, 2011.

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

	<u>9/30/2011</u>	<u>9/30/2010</u>	<u>9/30/2009</u>
<b>TOTAL PRO-SHOP AND GOLF COURSE- REVENUES</b>	<u>1,026,769</u>	<u>1,023,139</u>	<u>1,269,894</u>
<b>TOTAL PERSONNEL SERVICES</b>	292,220	297,901	282,788
<b>TOTAL OPERATING EXPENDITURES</b>	<u>1,013,871</u>	<u>1,080,250</u>	<u>1,079,871</u>
<b>TOTAL MANAGEMENT OPERATING EXPENDITURES</b>	<u>1,306,091</u>	<u>1,378,151</u>	<u>1,362,659</u>
<b>NET MANAGEMENT EXCESS OF EXP. OVER REV.</b>	<u>(279,322)</u>	<u>(355,012)</u>	<u>(92,765)</u>

**OTHER COSTS ASSOCIATED WITH OPERATIONS OF THE GOLF COURSE:**

<b>ADMINISTRATIVE EXPENSES</b>	24,069	34,648	38,810
<b>PROCEEDS FROM DEBT - MAINTENANCE</b>	-	(81,108)	
<b>GRANT REVENUE</b>	-	(18,000)	(1,018)
<b>IMPROVEMENTS O/T BUILDINGS - ADMIN.</b>	-	1,092,925	
<b>DEBT SERVICE PAYMENT-MAINTENANCE</b>	61,529	85,511	128,256
<b>MACHINERY &amp; EQUIPMENT</b>	3,441	1,954	-
<b>MACHINERY &amp; EQUIPMENT-MAINTENANCE</b>	<u>49,361</u>	<u>81,108</u>	<u>-</u>
<b>TOTAL OTHER COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP</b>	<u>138,400</u>	<u>1,197,038</u>	<u>166,048</u>
<b>EXCESS EXPENDITURES OVER REVENUES</b>	<u>\$ (417,722)</u>	<u>\$ (1,552,050)</u>	<u>\$ (258,813)</u>

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

	<u>9/30/2011</u>	<u>9/30/2010</u>	<u>9/30/2009</u>
<b>REVENUES</b>			
GREEN FEES	\$ 742,317	\$ 724,000	\$ 897,737
MEMBERSHIPS	64,034	84,882	95,022
CART REVENUES	62,301	72,368	89,660
RANGE FEES	94,688	80,868	108,329
GOLF - OTHER REVENUES	17,776	17,926	21,578
MERCHANDISE SALES	45,653	43,095	57,568
<b>TOTAL PRO SHOP REVENUES</b>	<u><b>1,026,769</b></u>	<u><b>1,023,139</b></u>	<u><b>1,269,894</b></u>
<b>PERSONNEL EXPENSES</b>			
REGULAR SALARIES	118,888	93,969	103,152
PART TIME SALARIES	130,571	170,483	146,641
OVERTIME	46	209	272
SEASONAL & OTHER	-	56	335
FICA TAXES	19,088	20,247	19,155
PENSION	11,698	5,532	5,267
MEDICAL INSURANCE	10,397	5,713	7,161
WORKER'S COMPENSATION	1,532	1,287	805
UNEMPLOYMENT COMPENSATION	-	405	-
<b>TOTAL PERSONNEL SERVICES</b>	<u><b>292,220</b></u>	<u><b>297,901</b></u>	<u><b>-</b></u>
<b>OPERATING EXPENSES</b>			
CONTRACTUAL SERVICES	11,993	12,417	8,647
RENTALS AND LEASES	61,853	58,937	61,884
REPAIRS AND MAINTENANCE	8,036	23,884	47,056
PRINTING AND BINDING	3,250	-	2,135
PROMOTIONS & ADVERTISING	21,487	15,340	17,030
OTHER CHARGES - BANK & CREDIT CARD CHARGES	34,167	25,530	29,318
OPERATING SUPPLIES	6,327	8,688	3,333
UTILITY SERVICES-ELECTRICITY	25,620	24,455	34,312
UTILITY SERVICES-WATER	653	296	359
LIABILITY INSURANCE	13,718	13,056	9,684
TELECOMMUNICATIONS	9,427	8,832	8,511
MERCHANDISE	33,134	32,765	36,601
DRIVING RANGE	6,917	9,346	10,601
OFFICE SUPPLIES	1,110	1,918	1,128
DUES AND MEMBERSHIPS	851	767	1,224
<b>MAINTENANCE (Department Total)</b>	<u><b>775,328</b></u>	<u><b>844,019</b></u>	<u><b>808,048</b></u>
<b>TOTAL OPERATING EXPENDITURES</b>	<u><b>1,013,871</b></u>	<u><b>1,080,250</b></u>	<u><b>1,079,871</b></u>
<b>TOTAL PRO SHOP OPERATION EXPENDITURES</b>	<u><b>1,306,091</b></u>	<u><b>1,378,151</b></u>	<u><b>1,362,659</b></u>
<b>OPERATING PROFIT (LOSS) BEFORE OTHER COSTS</b>	<u><b>(279,322)</b></u>	<u><b>(355,012)</b></u>	<u><b>(92,765)</b></u>
<b>OTHER COSTS ASSOCIATED WITH OPERATIONS OF THE PRO-SHOP</b>			
DEBT SERVICE PAYMENT-MAINTENANCE	61,529	85,511	128,256
MACHINERY & EQUIPMENT-MAINTENANCE	49,361	81,108	-
PROCEEDS FROM DEBT -MAINTENANCE	-	(81,108)	-
MACHINERY & EQUIPMENT	3,441	1,954	-
GRANT FUNDS	-	(18,000)	(1,018)
IMPROVEMENT O/T BUILDINGS - MAINTENANCE	-	1,092,925	-
<b>TOTAL OTHER COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP</b>	<u><b>114,331</b></u>	<u><b>1,162,390</b></u>	<u><b>127,238</b></u>
<b>NET PROFIT (LOSS)</b>	<u><b>\$ (393,653)</b></u>	<u><b>\$ (1,517,402)</b></u>	<u><b>\$ (220,003)</b></u>

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

**MAINTENANCE**

	<u>9/30/2011</u>	<u>9/30/2010</u>	<u>9/30/2009</u>
<b>PERSONAL SERVICES</b>			
REGULAR SALARIES	\$ 69,432	\$ 122,794	\$ 126,593
PART TIME SALARIES	-	-	-
OVERTIME	-	514	1,302
SEASONAL & OTHER	-	-	-
PAYROLL TAXES	5,312	9,294	9,563
PENSION	6,978	6,989	6,439
MEDICAL INSURANCE	6,180	12,976	14,168
UNEMPLOYMENT COMPENSATION	8,495	3,230	-
WORKER'S COMPENSATION	935	902	685
<b>TOTAL PERSONAL SERVICES</b>	<u>97,332</u>	<u>156,699</u>	<u>158,750</u>
 <b>OPERATING EXPENSES</b>			
PROFESSIONAL SERVICES	82	1,753	1,995
CONTRACTUAL SERVICES	343,275	350,402	353,191
REPAIRS AND MAINTENANCE	50,218	71,025	43,034
UTILITY SERVICES-ELECTRICITY	28,976	34,151	43,905
UTILITY SERVICES-WATER	6,280	11,998	8,159
OPERATING SUPPLIES	174,755	164,202	162,789
FUEL, OILS, LUBRICANTS	47,722	31,691	23,354
TOOLS	3,998	-	-
LIABILITY INSURANCE	10,501	11,736	7,534
TELECOMMUNICATIONS	637	603	571
DUES AND SUBSCRIPTIONS	-	300	640
EDUCATION AND TRAINING	-	-	-
UNIFORMS	998	1,246	1,081
RENTALS AND LEASES	10,554	8,223	3,045
<b>TOTAL OPERATING EXPENSES :</b>	<u>677,996</u>	<u>687,320</u>	<u>649,298</u>
 IMPROVEMENT O/T BUILDINGS	-	1,092,925	-
MACHINERY AND EQUIPMENT	49,361	81,108	-
<b>TOTAL CAPITAL OUTLAY :</b>	<u>49,361</u>	<u>1,174,033</u>	<u>-</u>
 PRINCIPAL PAYMENTS	61,529	85,511	120,408
INTEREST	-	-	7,848
<b>TOTAL DEBT SERVICE</b>	<u>61,529</u>	<u>85,511</u>	<u>128,256</u>
<b>TOTAL MAINTENANCE</b>	<u>\$ 886,218</u>	<u>\$ 2,103,563</u>	<u>\$ 936,304</u>

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

**ADMINISTRATION**

	<u>9/30/2011</u>	<u>9/30/2010</u>	<u>9/30/2009</u>
<b>OPERATING EXPENSES</b>			
PROFESSIONAL SERVICES - LEGAL	108	479	319
CONTRACTUAL SERVICES	405	451	4,249
UTILITY SERVICES-ELECTRICITY	9,512	9,402	11,849
REPAIRS AND MAINTENANCE	943	1,949	1,909
TELEPHONE	-	715	627
RISK MANAGEMENT	11,813	21,652	19,857
LICENSES AND FEES	-	-	-
<b>TOTAL OPERATING EXPENSES :</b>	<u>24,069</u>	<u>34,648</u>	<u>38,810</u>
<b>TOTAL ADMINISTRATION</b>	<u>\$ 24,069</u>	<u>\$ 34,648</u>	<u>\$ 38,810</u>

CITY OF MIAMI SPRINGS, FLORIDA  
 GOLF & COUNTRY CLUB  
 ACTUAL VERSUS BUDGET  
 FOR THE YEAR ENDING 9/30/11

	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance Positive (Negative)</u>
TOTAL PRO-SHOP- REVENUES	<u>1,026,769</u>	<u>1,188,019</u>	<u>(161,250)</u>
TOTAL OPERATING EXPENDITURES	<u>1,306,091</u>	<u>1,304,641</u>	<u>(1,450)</u>
OPERATING PROFIT (LOSS) BEFORE CAPITAL EXPENDITURES AND DEBT SERVICE PAYMENTS	<u>(279,322)</u>	<u>(116,622)</u>	<u>(162,700)</u>
<u>OTHER REVENUES, TRANSFERS, AND EXPENDITURES:</u>			
DEBT SERVICE PAYMENT-MAINTENANCE	61,529	61,529	-
MACHINERY & EQUIPMENT	3,441	3,441	-
MACHINERY & EQUIPMENT-MAINTENANCE	49,361	54,786	5,425
IMPROVEMENTS O/T BUILDINGS - MAINTENANCE	<u>-</u>	<u>47,341</u>	<u>47,341</u>
TOTAL CAPITAL EXPENDITURES AND DEBT SERVICE PAYMENTS	<u>114,331</u>	<u>167,097</u>	<u>52,766</u>
OPERATING PROFIT (LOSS) BEFORE NON-OPERATING COSTS	<u>(393,653)</u>	<u>(283,719)</u>	<u>(109,934)</u>
<u>NON-OPERATING COSTS:</u>			
CITY ADMINISTRATIVE EXPENSES	<u>24,069</u>	<u>23,525</u>	<u>(544)</u>
TOTAL OTHER NON-OPERATING COSTS	<u>24,069</u>	<u>23,525</u>	<u>(544)</u>
OPERATING PROFIT (LOSS)	<u>\$ (417,722)</u>	<u>\$ (307,244)</u>	<u>\$ (110,478)</u>

**CITY OF MIAMI SPRINGS, FLORIDA  
ACTUAL VS BUDGET-PRO SHOP OPERATIONS  
FOR THE YEAR ENDING 9/30/11**

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Variance Positive (Negative)</u>
<b>REVENUES</b>			
GREEN FEES	\$ 742,317	\$ 852,702	\$ (110,385)
MEMBERSHIPS	64,034	88,140	(24,106)
CART REVENUES	62,301	83,039	(20,738)
RANGE FEES	94,688	100,498	(5,810)
GOLF - OTHER REVENUES	17,776	9,213	8,563
MERCHANDISE SALES	45,653	54,427	(8,774)
<b>TOTAL PRO SHOP REVENUES</b>	<u>1,026,769</u>	<u>1,188,019</u>	<u>(161,250)</u>
<b>PERSONNEL EXPENSES</b>			
REGULAR SALARIES	118,888	119,553	665
PART TIME SALARIES	130,571	108,897	(21,674)
OVERTIME	46	50	4
SEASONAL & OTHER	-	300	300
FICA TAXES	19,088	17,046	(2,042)
PENSION	11,698	9,772	(1,926)
MEDICAL INSURANCE	10,397	8,651	(1,746)
WORKER'S COMPENSATION	1,532	2,284	752
<b>TOTAL PERSONNEL SERVICES</b>	<u>292,220</u>	<u>266,553</u>	<u>(25,667)</u>
<b>OPERATING EXPENSES</b>			
CONTRACTUAL & PROFESSIONAL SERVICES	11,993	12,200	207
RENTALS AND LEASES	61,853	60,697	(1,156)
REPAIRS AND MAINTENANCE	8,036	8,400	364
PRINTING AND BINDING	3,250	3,250	-
PROMOTIONS & ADVERTISING	21,487	23,868	2,381
OTHER CHARGES - BANK & CREDIT CARD CHARGES	34,167	29,900	(4,267)
OPERATING SUPPLIES	6,327	8,000	1,673
UTILITY SERVICES-ELECTRICITY	25,620	23,504	(2,116)
UTILITY SERVICES-WATER	653	423	(230)
LIABILITY INSURANCE	13,718	12,789	(929)
TELECOMMUNICATIONS	9,427	10,356	929
MERCHANDISE	33,134	36,020	2,886
DRIVING RANGE	6,917	9,000	2,083
OFFICE SUPPLIES	1,110	2,500	1,390
DUES AND MEMBERSHIPS	851	1,000	149
MAINTENANCE (Department Total)	775,328	796,181	20,853
<b>TOTAL OPERATING EXPENDITURES</b>	<u>1,013,871</u>	<u>1,038,088</u>	<u>24,217</u>
<b>TOTAL PRO SHOP OPERATION EXPENDITURES</b>	<u>1,306,091</u>	<u>1,304,641</u>	<u>(1,450)</u>
<b>OPERATING PROFIT (LOSS) BEFORE OTHER COSTS</b>	<u>(279,322)</u>	<u>(116,622)</u>	<u>(162,700)</u>
<b>OTHER (REVENUES) COSTS ASSOCIATED WITH OPERATIONS OF THE PRO-SHOP</b>			
TRANSFERS TO DEBT SERVICE FUND	61,529	61,529	-
MACHINERY & EQUIPMENT	3,441	3,441	-
MACHINERY & EQUIPMENT-MAINTENANCE	49,361	54,786	5,425
IMPROVEMENT O/T BUILDINGS	-	47,341	47,341
<b>TOTAL OTHER (REVENUES) COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP</b>	<u>114,331</u>	<u>167,097</u>	<u>52,766</u>
<b>NET PROFIT (LOSS)</b>	<u>\$ (393,653)</u>	<u>\$ (283,719)</u>	<u>\$ (109,934)</u>

**CITY OF MIAMI SPRINGS, FLORIDA  
GOLF COURSE  
ACTUAL VS BUDGET- MAINTENANCE EXPENSES  
FOR THE YEAR ENDING 9/30/11**

<u>MAINTENANCE</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Variance Positive (Negative)</u>
<b>PERSONAL SERVICES</b>			
REGULAR SALARIES	\$ 69,432	\$ 69,733	\$ 301
PAYROLL TAXES	5,312	4,911	(401)
PENSION	6,978	9,772	2,794
MEDICAL INSURANCE	6,180	5,843	(337)
UNEMPLOYMENT COMPENSATION	8,495	8,495	-
WORKER'S COMPENSATION	935	1,395	460
<b>TOTAL PERSONAL SERVICES</b>	<u>97,332</u>	<u>100,149</u>	<u>2,817</u>
<b>OPERATING EXPENSES</b>			
PROFESSIONAL SERVICES	82	5,000	4,918
CONTRACTUAL SERVICES	343,275	346,392	3,117
REPAIRS AND MAINTENANCE	50,218	63,000	12,782
UTILITY SERVICES-ELECTRICITY	28,976	35,900	6,924
UTILITY SERVICES-WATER	6,280	6,000	(280)
OPERATING SUPPLIES	174,755	175,000	245
FUEL, OILS, LUBRICANTS	47,722	34,500	(13,222)
TOOLS	3,998	4,000	2
LIABILITY INSURANCE	10,501	10,608	107
TELECOMMUNICATIONS	637	610	(27)
DUES AND SUBSCRIPTIONS	-	500	500
EDUCATION AND TRAINING	-	250	250
UNIFORMS	998	2,200	1,202
RENTALS AND LEASES	10,554	12,072	1,518
<b>TOTAL OPERATING EXPENSES :</b>	<u>677,996</u>	<u>696,032</u>	<u>18,036</u>
<b>IMPROVEMENT O/T BUILDINGS</b>	-	47,341	47,341
<b>MACHINERY AND EQUIPMENT</b>	<u>49,361</u>	<u>54,786</u>	<u>5,425</u>
<b>TOTAL CAPITAL OUTLAY :</b>	<u>49,361</u>	<u>102,127</u>	<u>52,766</u>
<b>TRANSFERS TO DEBT SERVICE FUND</b>	<u>61,529</u>	<u>61,529</u>	-
<b>TOTAL DEBT SERVICE</b>	<u>61,529</u>	<u>61,529</u>	-
<b>TOTAL MAINTENANCE</b>	<u>\$ 886,218</u>	<u>\$ 959,837</u>	<u>\$ 73,619</u>

**CITY OF MIAMI SPRINGS, FLORIDA  
GOLF COURSE  
ACTUAL VS BUDGET - ADMINISTRATION EXPENSES  
FOR THE YEAR ENDING 9/30/11**

<u>ADMINISTRATION</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Variance Positive (Negative)</u>
<b>OPERATING EXPENSES</b>			
PROFESSIONAL SERVICES - LEGAL	108	475	367
CONTRACTUAL SERVICES	405	475	70
UTILITY SERVICES-ELECTRICITY	9,512	7,930	(1,582)
UTILITY SERVICES-WATER	1,288	1,400	112
REPAIRS AND MAINTENANCE	943	1,500	557
TELEPHONE	-	725	725
RISK MANAGEMENT	11,813	11,020	(793)
<b>TOTAL OPERATING EXPENSES :</b>	<u>24,069</u>	<u>23,525</u>	<u>(544)</u>
<b>TOTAL ADMINISTRATION</b>	<u>\$ 24,069</u>	<u>\$ 23,525</u>	<u>\$ (544)</u>

CHART E

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

**GREEN & CART FEES**

TYPE RACK RATES	9/30/2011					9/30/2010		
	Number	%	Revenues	%	Avg Per Round	Number	Revenues	Avg Per Round
Weekend Non-Resident	1,674	5.1%	80,358	9.1%	48.00	1,531	73,802	48.21
Weekday Non-Resident	966	2.9%	35,673	4.0%	36.93	1,197	45,792	38.26
Weekend/Holiday Resident	615	1.9%	26,146	3.0%	42.51	1,086	46,081	42.41
Weekday Resident	387	1.2%	12,981	1.5%	33.54	99	3,320	33.54
<b>TOTALS FOR TOP RACK RATES</b>	<b>3,642</b>	<b>11.0%</b>	<b>\$ 155,158</b>	<b>17.6%</b>	<b>\$ 42.60</b>	<b>3,913</b>	<b>\$ 168,975</b>	<b>\$ 43.18</b>
<b>SEASONAL(A); DISCOUNT(B); PROMOTIONAL RATES(C)</b>								
resident Weekend > 11:00 (B)	892	2.7%	31,484	3.6%	35.30	1,157	40,668	35.15
Non resident Weekend > 11:00 (B)	850	2.6%	32,879	3.7%	38.68	1,023	40,184	39.28
Twilight-Weekday	1,654	5.0%	49,588	5.6%	29.98	2,153	64,439	29.93
Twilight-Weekend	2,347	7.1%	75,636	8.6%	32.23	2,944	94,766	32.19
Super Twilight (after 4)	2,259	6.8%	42,221	4.8%	18.69	-	-	-
Tee Time USA	21	0.1%	738	0.1%	35.14	3	81	27.00
Shootout (C)	797	2.4%	20,359	2.3%	25.54	861	22,261	25.85
Seniors Weekday	8,481	25.6%	220,730	25.0%	26.03	8,314	211,442	25.43
Group Rate Weekend (B)	1,322	4.0%	55,910	6.3%	42.29	799	32,742	40.98
Spectator	28	0.1%	504	0.1%	18.00	41	738	18.00
Prime Timers (C)	339	1.0%	7,109	0.8%	20.97	326	6,712	20.59
Teacher, Police, Fire	189	0.6%	4,855	0.6%	25.69	426	11,121	26.11
Men's Golf Assoc. (A)	284	0.9%	11,848	1.3%	41.72	240	10,099	42.08
Womens's Golf Assoc. (A)	-	0.0%	-	0.0%	-	-	-	#DIV/0!
Junior	426	1.3%	3,182	0.4%	7.47	179	1,337	7.47
Junior with Parent	102	0.3%	1,835	0.2%	17.99	62	1,115	17.98
PGA Golf Pass Weekday (C)	-	0.0%	-	0.0%	-	-	-	#DIV/0!
PGA Member	280	0.8%	5,037	0.6%	17.99	231	4,156	17.99
Can-Am Golf (B)	334	1.0%	9,362	1.1%	28.03	469	13,146	28.03
Other Cart	-	0.0%	-	0.0%	-	-	-	#DIV/0!
Tax Exempt Tournament	1,140	3.4%	27,935	3.2%	24.50	1,229	32,384	26.35
Replay 18 Holes	4	0.0%	75	0.0%	-	15	280	18.67
Replay 9 Holes	17	0.1%	203	0.0%	11.94	31	370	11.94
<b>TOTALS FOR OTHER DISCOUNTED RACK RATES</b>	<b>21,766</b>	<b>65.7%</b>	<b>\$ 601,490</b>	<b>68.2%</b>	<b>\$ 27.63</b>	<b>20,503</b>	<b>\$ 588,041</b>	<b>\$ 28.68</b>
<b>TOTALS FOR ALL RACK RATES</b>	<b>25,408</b>	<b>76.7%</b>	<b>\$ 756,648</b>	<b>85.8%</b>	<b>\$ 29.78</b>	<b>24,416</b>	<b>\$ 767,016</b>	<b>\$ 31.00</b>
<b>Membership Activity:</b>								
Member 18 Hole cart	2,996	9.0%	55,995	6.3%	18.69	3,561	66,552	18.69
9-Hole Member Cart Rate	387	1.2%	4,613	0.5%	11.92	432	5,149	11.92
Trail Fee	2	0.0%	775	0.1%	-	0	-	-
Membership pro rated income	-	0.0%	64,034	7.3%	0	0	84,882	-
Member walk	4,330	13.1%	-	0.0%	0	4,979	-	0
<b>TOTALS FOR ALL MEMBER ROUNDS</b>	<b>7,715</b>	<b>23.3%</b>	<b>\$ 126,417</b>	<b>14.2%</b>	<b>\$ 16.26</b>	<b>8,972</b>	<b>\$ 156,583</b>	<b>\$ 17.45</b>
<b>TOTALS FOR ALL PAID ROUNDS THRU 9/30/10</b>	<b>33,123</b>	<b>100.0%</b>	<b>\$ 882,065</b>	<b>100.0%</b>	<b>\$ 26.63</b>	<b>33,388</b>	<b>\$ 913,599</b>	<b>\$ 27.36</b>
Employee Rounds	66	-	-	-	-	200	-	-
Comp rounds	21	-	-	-	-	16	-	-

Note:

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





## City of Miami Springs Interoffice Memo

DATE: November 9, 2011

TO: Mayor Xavier Garcia and Members of the City Council

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

RE: Rescheduling of the November 28, 2011 Regular Council Meeting and Selection of Date for City Manager Candidate Interviews

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At our last meeting I mentioned to you the issue of the date for the second council meeting in November. Typically we have people out of town on vacation the week of Thanksgiving which makes it difficult to properly prepare an agenda. In the past, we have also had requests from council to postpone for the same reasons.

You asked that we come back to you with alternate/recommended dates. Tuesday or Wednesday, Nov. 29 and 30, are both open. Thursday, December 1, is also available. Tuesday or Wednesday still presents the same problem as far as getting the agenda out on Wednesday the 23<sup>rd</sup>. We could have an agenda out on Monday, November 28 which would give you a couple of days to review for a meeting on Thursday the 1<sup>st</sup>.

You also requested dates to interview candidates for city manager. You may have the same problem with dates surrounding the holiday, unless you conducted some of the interviews via phone. The 29<sup>th</sup> and 30<sup>th</sup> of November might be preferable dates for the interviews.

Agenda Item No.

City Council Meeting of:

NOV 14, 2011

