



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

December 7, 2011 for November

<u>General Fund Departments</u>	<u>Cost</u>	<u>Hours</u>
Office of the City Clerk	4,780.35	35.41
Human Resources Department	598.05	4.43
Risk Management	328.05	2.43
Finance Department	45.90	0.34
Building, Zoning & Code Enforcement Department	1,379.70	10.22
Planning	675.00	5.00
Police Department	257.85	1.91
Public Works Department	63.45	0.47
Recreation Department	534.60	3.96
IT Department		0.00
Golf	168.75	1.25
Senior	24.30	
General - Administrative Work	3,483.00	25.80
<b>Sub-total - General Fund</b>	<u>\$12,339.00</u>	<u>91.22</u>
<u>Special Revenue, Trust &amp; Agency Funds</u>		
Golf Course Operations		0.00
L.E.T.F.		0.00
Due from Pension Funds		0.00
<b>Sub-total - Special Funds</b>	\$0.00	0.00
<b>GRAND TOTAL: ALL FUNDS</b>	\$12,339.00	91.22

Agenda Item No.

City Council Meeting of:

12-12-2011







**OFFICE OF THE CITY CLERK  
MEMORANDUM**

**TO:** Honorable Mayor Garcia and Members of the City Council  
**FROM:** Magali Valls, City Clerk *M. Valls*  
**DATE:** December 1, 2011  
**SUBJECT:** PENDING BOARD APPOINTMENTS

\*\*\*\*\*

The following appointments are pending:

<u>APPOINTING COUNCILMEMBER</u>	<u>CURRENT MEMBER</u>	<u>TERM EXPIRES</u>	<u>ORIGINAL APPOINTMENT DATE</u>	<u>LAST APPOINTMENT DATE</u>
<b><u>Architectural Review Board</u></b>				
Mayor Xavier M. Garcia	Kathy Fleischman*	10-31-2012	VACANT	VACANT
<b><u>Code Enforcement Board</u></b>				
Mayor Xavier M. Garcia	Raúl Sáenz	11-30-2011	11-14-2005	12-08-2008
Vice Mayor Espino – Group II	John Bankston	09-30-2011	09-23-2002	10-28-2008
Vice Mayor Espino – Group II	Rhonda Calvert	09-30-2011	09-25-2006	10-13-2008
<b><u>Code Review Board</u></b>				
Mayor Xavier M. Garcia	Connie Kostyra*	04-30-2012	VACANT	VACANT
<b><u>Disability Advisory Board</u></b>				
Mayor Xavier M. Garcia	Charlene Anderson*	12-31-2013	VACANT	VACANT
Vice Mayor Espino – Group II	Peter Newman*	12-31-2013	VACANT	VACANT
Councilwoman Ator – Group IV	Roxana Garciga	12-31-2013	08-12-2002	12-10-2007
<b><u>Ecology Board</u></b>				
Councilman Lob– Group III	Dr. Mara Zapata*	04-30-2013	VACANT	VACANT
<b><u>Historic Preservation Board</u></b>				
Vice Mayor Espino (Group II)	Yvonne Shonberger	02-28-2014	06-13-2005	02-11-2008
Councilwoman Ator – Group IV	M.A. Goodlett-Taylor**	01-31-2013	01-24-1983	01-22-2007

**Recreation Commission**

Vice Mayor Espino -- Group II      Dr. Stephanie Kondy      04-30-2014      06-13-2005      04-14-2008

- \* Kathy Fleischman resigned on April 19, 2011.  
Connie Kostyra resigned on April 28, 2011.  
Peter Newman resigned on August 1, 2009.  
Charlene Anderson resigned on June 6, 2011.  
Dr. Mara Zapata resigned from the Ecology Board to become a member of the Education Advisory Board.
  
- \*\* 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



**Ralph Rosado**

# RALPH ROSADO, AICP, CNU-A

701 SW 51<sup>st</sup> Avenue · Miami, FL 33134 · Tel: (305)588-4364 · rrosado@alumni.princeton.edu

2011 AUG 30 A 10: 35

## EDUCATION

UNIVERSITY OF PENNSYLVANIA, Philadelphia, PA

*Doctoral Candidate in City Planning (Field of Specialization: Neighborhood Revitalization Strategies), Full tuition scholarship*

PRINCETON UNIVERSITY, Woodrow Wilson of Public and International Affairs, Princeton, NJ

*Master in Public Affairs (Field: Domestic Policy) & Urban and Regional Planning, Full tuition scholarship, June 2004*

FLORIDA INTERNATIONAL UNIVERSITY (FIU), Miami, FL

*Master of Arts in English, 3.98 GPA, April 2003. Bachelor of Arts in English, Cum Laude, Honors Program Graduate, Inducted into FIU's Phi Kappa Phi Academic Honor Society, Leadership Honor Society, Order of Omega Greek Leadership Honor Society, Mortar Board Honor Society, English Honor Society, and Golden Key Honor Society, April 1996*

## EXPERIENCE

CORZO, CASTELLA, CARBALLO, THOMPSON, SALMAN, P.A., Coral Gables, FL

Director of Urban Planning and Grants Services

February 2009-present, May 1998-December 2000

- Directing the firm's city planning and grant writing departments, and co-directing the firm's architecture department, including supervision of over a dozen employees
- Overseeing the design and construction of major capital projects and prominent main streets and downtowns, including the redesign of North Bay Village's Kennedy Causeway and Coral Gables's Miracle Mile
- Marketing the firm's architecture, engineering and city planning services to governmental and private entities
- Researching, writing and administering over \$6 million in federal, state, county and private grants for the firm's municipal clients, for capital improvements projects

R&E CONSTRUCTION, INC., Miami, FL

Vice President

June 2004-February 2009

- Administered land purchases, financing, design, permitting, construction, and sales of over two hundred single-family, multifamily, retail, office and mixed-use units, including supervision of five employees
- Researched potential project sites, including meeting with city and county officials, and performing feasibility analyses

URBAN & REGIONAL PLANNING WORKSHOP: REVITALIZING JOURNAL SQUARE, Jersey City & Princeton, NJ

Consultant

April 2003-February 2004

- Served as part of a seven-person Princeton University team that assessed demographic, cultural and economic conditions of 24-block Journal Square area of City of Jersey City, NJ
- Presented local elected officials, Jersey City Economic Development Corporation, and community stakeholders with a final report, a brochure and a PowerPoint presentation, detailing recommendations for revitalization

UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD), Washington, DC

White House Graduate Intern

June 2003-August 2003

- At the invitation of President Bush, facilitated creation of a new federal HUD Office, entitled *America's Affordable Communities Initiative* designed to streamline HUD's housing regulations
- Helped to develop a strategy for how HUD can compel federal, state and local governments to reduce regulations that hamper the construction and renovation of affordable housing
- Created an award application that HUD now uses to honor communities that reduce barriers to affordable housing
- Drafted a brochure mailed to all 25,000 US city and county mayors and managers, indicating how to facilitate creation of affordable housing

SOUTH MIAMI COMMUNITY REDEVELOPMENT AGENCY (SMCRA), South Miami, FL

Director

February 2002-August 2002

- Managed the daily operations of a nonprofit agency responsible for bringing economic, housing, and recreational development to low-income redevelopment area
- Administered a budget of \$800,000 and oversaw a staff of five
- Acquired and transferred vacant lots to developers to construct affordable single-family homes



- Approved single-family rehabilitation grants, assisting households in upgrading substandard dwelling units
- Obtained over \$500,000 in grant funding to construct the city's new recreation center

## CITY OF SOUTH MIAMI, South Miami, FL

Assistant to the City Manager

December 2000-August 2002

- Researched, wrote and administered over \$10 million in federal, state and county grants for a range of projects, including drainage improvements, traffic calming, drinking water infrastructure, construction of a youth center, land acquisition, park renovations, and juvenile delinquency prevention programming
- Directed the city's relations with federal, state and local governments
- Assisted with annexation feasibility studies and led annexation efforts
- Ran weekly "walking tours," guiding department heads through city neighborhoods to identify needed improvements
- Led over one hundred fifty residents, business owners, and city officials during city's triumphant 2001 effort to be selected an All-American City, the US's most prestigious municipal award, bestowed upon only 10 cities nationwide annually

## CITY OF SWEETWATER, Sweetwater, FL

Grant Writer/Assistant to the Mayor

February 1997-May 1998

- Researched, wrote and administered over \$2.3 million in federal, state, county and private grants for city projects such as drainage improvements and construction of a youth center as well as projects benefiting the elderly, low-income families, battered women and the disabled
- Directed the city's relations with federal, state and local governments

## HONORS AND LEADERSHIP

- Bestowed, as part of a team, *Best Implementation of a Plan Award* by the Miami-Dade/Monroe Chapter of the American Planning Association, for Revitalization of Downtown South Miami, 2010
- Achieved accreditation by the Congress for the New Urbanism, 2011, certification as a city planner by the American Institute of Certified Planners, 2010, and certification as a charrette facilitator by the National Charrette Institute, 2009
- Chosen to participate in the Dade Community Foundation's highly-selective Miami Fellows Initiative program, 2008-2010
- Completed the Greater Miami Chamber of Commerce's Leadership Miami Program, 2004-2005
- Selected for the National Congress for Community Economic Development's Emerging Leaders Program, 2003
- Elected as first Hispanic in Princeton University's history to serve as President of the university's Graduate Student Government for Public Affairs, 2003
- Selected as the City of South Miami's Manager of the Year, 2001
- Recognized as FIU's Outstanding Senior of the Year, 1995
- Elected Vice President of FIU's Student Government Association, 1994-1995, and Representative-at-Large, 1993-1994
- Served as Vice President of Sigma Phi Epsilon Fraternity, 1994-1996, and chosen Fraternity Member of the Year, 1995

## ACTIVITIES

- Completed first half-marathon, 2009, and first marathon, 2010
- Member of the Urban Land Institute's Miami Young Leaders, 2011-present, and Congress for the New Urbanism, and the American Planning Association, 2005-present
- Volunteer with Community Partnership for Homeless, Tremendous Miami, Greater Miami Chamber of Commerce's New World Center (i.e. Downtown Miami) and Transportation Committees, American Cancer Society, Church of the Little Flower, Habitat for Humanity, 2005-present
- Founded, and served as President of, Neighbors of Schenley Park, the community organization leading neighborhood improvements and hosting family events in the unincorporated Schenley Park neighborhood, including serving on steering committee for community charrette planning process, securing historic designation of neighborhood monuments, and spearheading successful initiative for acquisition of land for a new neighborhood park, 2008-2011
- Named to the FIU Alumni Association's Board of Directors, 2007-present; Executive Board Member, 2008-present
- Served on Miami-Dade County's Affordable Housing Policy Work Group and Mayor's Land Use Task Force, 2006-2008
- Elected Vice Chair of the City of South Miami's Affordable Housing Advisory Committee, 2005-2006
- Assisted the Miami-Dade Human Services Coalition's Affordable Housing within Reach Task Force, 2004-2007
- Successfully lobbied to create Princeton's new graduate-level class on New Urbanism Planning, 2003
- Revived FIU's Students of Service Community Service Club, served as President, tripled club's membership and volunteered over 500 hours, 1993-1995
- Serving on Belen Jesuit Preparatory High School Alumni Association, 1990-present, and as Executive Board Member of its Design and Construction Chapter, 2010-present



City of  
**MIAMI SPRINGS**  
Florida

CITY OF MIAMI SPRINGS

2011 NOV 28 P 3:43

ADMINISTRATIVE OFFICES  
201 WESTWARD DRIVE  
MIAMI SPRINGS, FL 33166

**APPLICATION FOR EMPLOYMENT**

TELEPHONE  
(305) 805-5008

"An Equal Opportunity Employer"

**INSTRUCTIONS:** Please print or type all information. The application must be filled out accurately and completely. Answer all questions. Do not leave an item blank. If an item does not apply, write N/A (not applicable). If you need additional space to answer a question fully, you may use full sheets of paper that are the same size as this page. On each additional page, be sure to include your name, the position title, and the announcement number. You may also attach copies of documents or certificates which support your application. All materials submitted become the property of the City and will not be returned. Nothing can be added to your application after the announcement period has closed. All statements made on the application are subject to verification. Exaggerated, false, or misleading statements may be cause for rejection of the application and/or termination of employment.

1. NAME

Last Name <b>Rosado</b>	First Name <b>Ralph</b>	M.I.
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2. SOCIAL SECURITY NO.

3. POSITION APPLYING FOR

**City Manager**

4. BIRTHDAY'S DATE

5. JOB ANNOUNCEMENT NUMBER

6. WHEN AVAILABLE

**within 2 weeks of offer**

7. APPLYING FOR

Full time       Part time       Will Call

CHECK ALL RESPONSES THAT APPLY

If you require assistance with testing due to a disability, please notify our staff.

8. HOME TELEPHONE NUMBER

Area code	Number
<b>305</b>	<b>588 4364</b>

9. DRIVERS LICENSE:

Do you have a valid license?  Yes  No

License Type:  Operator  CDL  Class

Endorsement Code

[REDACTED]

License #      State      Exp. Date

10. PRESENT ADDRESS

Street Address <b>701 SW 51 Ave</b>		
City <b>Miami</b>	State <b>FL</b>	Zip Code <b>33134</b>

How long have you lived at present address? Years 1 Months \_\_\_\_\_

11. PREVIOUS ADDRESS

Street Address <b>3401 SW 64 Ave</b>		
City <b>Miami</b>	State <b>FL</b>	Zip Code <b>33155</b>

How long did you live at this address? Years 2 Months \_\_\_\_\_

**12. EDUCATION AND SPECIAL TRAINING**

Circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12  
 High School Diploma (Check):  Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, date received: 6 / 1990  
 (Month) (Year)  
 Equivalency — GED (Check): \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, date received: \_\_\_\_\_ / \_\_\_\_\_  
 (Month) (Year)  
 Name and location of last HIGH SCHOOL attended: Belen Jesuit Prep. Miami FL  
 Name City State

List Special Training (Business, Trade, Vocational, Armed Forces Schools, etc.) Below:

Name and Location	Dates Attended				Total Months Completed	Courses or Subject Taken	Certificates given or other pertinent information
	From		To				
	Mo.	Yr.	Mo.	Yr.			

List Colleges and Universities Attended Below:

Name and Location	Dates Attended				Credit Hours Received Sem. Qtr.	Grade Point Average	Major/Minor Degree Field or Program of Study	Degree Received
	From		To					
	Mo.	Yr.	Mo.	Yr.				
<u>FIU (Florida International University)</u>	<u>8</u>	<u>90</u>	<u>4</u>	<u>96</u>		<u>3.88</u>	<u>B.A. and M.A English</u>	<u>B.A.; M.</u>
<u>Princeton University</u>	<u>8</u>	<u>02</u>	<u>6</u>	<u>04</u>		<u>3.65</u>	<u>Master's in Public Affairs + Urban Planning</u>	<u>MPA-URP</u>
<u>University of Pennsylvania</u>	<u>8</u>	<u>05</u>	<u>present</u>			<u>3.65</u>	<u>City Planning (Neighborhood Revitalization)</u>	<u>pending PhD</u>

**13. EMPLOYMENT RECORD** — List all jobs held in the last TEN years and any other jobs relevant to the position for which you are applying. Major changes in duties or job titles with the same employer should be listed as separate jobs. Start with your PRESENT or MOST RECENT position and work back. BE SPECIFIC — all or part of your rating may depend on the information you provide. If additional space is needed, please use continuation sheet. Periods of unemployment should be listed separately in Section 14. NOTE: We may contact previous employers to verify your descriptions of past duties.

May we contact your present employer regarding your record of employment? Yes  No \_\_\_\_\_

**(Job 1) Present or Most Recent Job**

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
<u>2</u>	<u>09</u>	<u>present</u>		<u>2</u>	<u>10</u>

Hours per week: 50-65  
 Starting Salary: \$ 86,000 per yr  
 Last Salary: \$ 107,500 per yr

Employer: C3TS  
 Address: 901 Ponce de Leon Blvd, ste 400  
 Telephone Number: 305-445-2900  
 Your Job Title: Director of Urban Planning & Grants Services  
 Supervisor's Name and Title: Javier Salmen, V.P.  
 Reason for Leaving Position: to pursue a growth opportunity in public sector

Specific Duties: directing the firm's planning, grant writing & architecture depts; overseeing companywide staff on special projects; overseeing design & construction of major capital projects; securing over \$1 million for capital projects from county, state and federal agencies

Number of employees supervised (if applicable): 20 (on an ongoing basis) but up to 140 occasions

**(Job 2) Previous Job**

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
<u>6</u>	<u>04</u>	<u>2</u>	<u>09</u>	<u>4</u>	<u>8</u>

Hours per week: 50-60  
 Starting Salary: \$ 52,000 per yr  
 Last Salary: \$ 52,000 per yr plus a house

Employer: R&E Construction  
 Address: 7865 Coral Way, Miami, FL 33155  
 Telephone Number: 305 431 5233  
 Your Job Title: Vice President  
 Supervisor's Name and Title: Rafael Rosado, President  
 Reason for Leaving Position: to pursue a growth opportunity in governmental consulting

Specific Duties: ran all operations for a family-owned real estate development firm

Number of employees supervised (if applicable): 80+

(Job 3) Previous Job

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
6	03	9	03		3.5

Hours per week: 40 - 60  
 Starting Salary: \$ 700 per week  
 Last Salary: \$ 700 per week

Employer: White House  
 Address: 1600 Pennsylvania Ave, Wash, DC  
 Telephone Number: 703-727-5259  
 Your Job Title: Graduate Intern  
 Supervisor's Name and Title: Bryant Applegate, Director  
 Reason for Leaving Position: To complete my masters

Specific Duties: At the invitation of Pres. Bush, I assisted with creation of a new division within the Dept. of Housing & Urban Development. Although hired by the White House, I worked within HUD directly.

Number of employees supervised (if applicable): 12

(Job 4) Previous Job

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
12	00	8	02	1	9

Hours per week: 50 - 65  
 Starting Salary: \$ 52,000 per yr  
 Last Salary: \$ 66,000 per yr plus a take-home car

Employer: City of South Miami  
 Address: 6130 Sunset Drive, S. Miami, FL 33143  
 Telephone Number: 305-283-6721  
 Your Job Title: Asst. to City Manager  
 Supervisor's Name and Title: Charles Scurr, City Manager  
 Reason for Leaving Position: to attend graduate school

Specific Duties: managed daily operations of a nonprofit agency; helped to oversee all city operations and departments

Number of employees supervised (if applicable): over 100

14. LIST ANY RELEVANT VOLUNTEER WORK AND ALL PERIODS OF UNEMPLOYMENT DURING THE PAST 10 YEARS.

From	To	Description of Activities or Volunteer Work		
Mo.	Yr.	Mo.	Yr.	
				<u>During the periods above that I was not working, I was in graduate school (8/02-6/03; 9/03-6/04). I have never been unemployed.</u>

15. SPECIFIC SKILLS — List below the Job Number from your Employment Record (Section 13) and total number of months of experience in skillfully operating the equipment and/or total number of months of substantial experience in craft(s), trade(s), or technical profession(s).

No. of Mths.	Job No.	List of Office & Related Equipment Operated	No. of Mths.	Job No.	List of All Other Equipment Operated	No. of Mths.	Job No.	List of Crafts, Trades & Technical Professions

16. List memberships(s) in professional, job-related organizations: Greater Miami Chamber of Commerce; American Planning Association; Florida Redevelopment Association; Congress of the New Urbanism

17. List any active professional, technical, occupational licenses or certificates and registrations you now hold: FL real estate sales associate license; Congress of New Urbanism accreditation; American Institute of Certified Planners certification

18. List awards, commendations, or other recognition received for outstanding achievement in school, military service, your work, or civic duties: Best Implementation of a Plan Award (2010); Miami Fellows Initiative (2008-2010);

**19. VETERAN PREFERENCE:** According to Florida State Statutes, you may be eligible for 5 preference points if you are a wartime veteran with an honorable discharge or 10 points if you are a disabled veteran currently receiving disability benefits. Veterans who have been employed by the State of Florida or one of its Counties, Cities, etc., and/or retired military personnel are excluded from these Statutes. POINTS WILL BE AWARDED ONLY IF YOU SUBMIT A COPY OF PROPER DOCUMENTATION SHOWING DATES OF ENTRY AND SEPARATION AND, IF DISABLED, PROOF OF CURRENT RECEIPT OF DISABILITY BENEFITS **WITH YOUR APPLICATION.**

Did you serve in the Armed Services? Yes  No  Is your discharge honorable? Yes  No   
 Are you claiming Veteran's Points? Yes  No  Are you retired from the military? Yes  No   
 Are you or have you ever been employed by the State of Florida or one of its Counties, Cities, etc.? Yes  No

**20. Have you ever worked for the City of Miami Springs?**

No  Yes   
 If yes, please give date(s) of employment: \_\_\_\_\_  
 \_\_\_\_\_  
 Employing Division(s): \_\_\_\_\_  
 \_\_\_\_\_

**21. Are you related to a city employee or is any member of your household employed by the City of Miami Springs?**

No  Yes  If yes, please give the person's:  
 Name: \_\_\_\_\_  
 Relationship to you: \_\_\_\_\_  
 Employing Division: \_\_\_\_\_

**22. Since your 18th birthday, have you been CONVICTED of ANY violation of the law, other than minor traffic offenses, or pleaded NOLO CONTENDERE to criminal charges, even if adjudication was withheld?** No  Yes  If yes, please give:

Nature of offense: \_\_\_\_\_  
 Name and location of court: \_\_\_\_\_  
 Disposition of case: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE:** A conviction does not automatically mean you cannot be employed by the City. The nature of the offense, how long ago it occurred, etc. are given consideration.

**23. How did you learn about the position for which you are applying?** — Check the response that applies.

Newspaper ad  Visit to H.R. Department  Florida State Employment Agency  
 City Employee  Interest Card  Recruiting Program — Career Day  
 High School  College Counselor (please specify) \_\_\_\_\_  
 Other Source (please specify) website  Professional Journal

**24. REFERENCES:** List three (3) personal references who are not relatives or former employers.

Name and Occupation	Address	Telephone No.	Years Known
Commissioner Rebeca Sosa, Miami-Dade County	1000 SW 57 Ave, ste 201 West Miami, FL 33144	305-267-6377	14
State Representative Erik Fresen	6255 Bird Road Miami, FL 33155	305-663-2011	4
State Senator Rene Garcia	3814 West 12 Ave Hialeah, FL 33012	305-364-3100	14

**IMPORTANT:** Employment is subject to verification of an applicant's background. Persons selected for employment must (1) present a valid social security card, (2) take a Loyalty Oath, as per Florida Statute, Section 876.05 and (3) subsequent to an offer of employment, pass a medical examination by a City physician. The medical examination may include testing for current use of drugs and/or controlled substances. If traces of drugs or controlled substances are present in a candidate's blood or urine and have NOT been obtained and taken as directed by a valid prescription, the candidate WILL NOT be given further consideration under the present announcement for this classification. Additionally, the City is required by federal law to verify having seen documents, which the applicant must provide as part of employment processing, that show the applicant's identity and right to work in the United States.

**APPLICANT: PLEASE READ THIS STATEMENT CAREFULLY BEFORE SIGNING BELOW.**

I hereby certify that each response on this application and all other information I have furnished in applying for employment with the City of Miami Springs is true and correct. I understand that any incorrect, incomplete, or false statement or information I have furnished may subject me to disqualification in an examination or to discharge at any time. Subsequent to an offer of employment, I give my voluntary consent to be medically examined and to provide a sample of my blood or urine which may be tested for recent use of drugs and/or controlled substances. Further, I release Miami Springs, its officers, agents, and employees from any liability whatsoever in connection with such a medical examination or the use of the test results therefrom.

Signature of applicant Ralph...

Date 11/22/11

**Judy S. Whitis**

2011 SEP 30 P 12 31

**SUMMARY**

A proven leader with excellent communication and interpersonal skills. A consensus builder, comfortable meeting with small and large groups. A dedicated team player desiring the success of others above gain or credit for myself. Twenty-two years of progressively more responsible municipal management experience with particular expertise in the following areas:

- Implementation of Strategic Goals and Plans
- Management of Government Transition Process
- Economic Development / Community Revitalization
- Building Positive Relationships With Council & Staff
- Governmental Operations
- Financial and Budget Analysis
- Fiscal Conservatism
- Calm and Professional Conflict Mgmt

**RELEVANT MUNICIPAL EXPERIENCE**

**City of Callaway, FL**

**1989 -- Present**

**City Manager(14 years)**

**City Clerk (4 years)**

**Assistant City Clerk (4 years)**

City of Callaway has a population of 14,000 and covers approximately 8 square miles. The City also provides utilities and fire protection to a much larger service area in the County with an estimated additional 30,000 population, for a total responsibility of 44,000 residents. After a change in form of government in 1996, I became Callaway's first City Manager.

*Duties/responsibilities/achievements as City Manager:*

- Oversee all operations of the City with 91 employees developing, submitting, and administering an annual budget (\$33,000,000 in Fiscal Year 2011);
- Supervise and work as part of the team of high performing City Departments: City Management, City Clerk, Finance, Planning/Code Enforcement, Public Safety Fire/Rescue Services and contracted Law Enforcement, Public Works, and Leisure Services; maintaining approved levels of services for all citizens, businesses, and visitors;
- Responsible for the supervision, performance, hiring, promotion, discipline, and removal when necessary of all employees except Charter Officers: City Attorney and City Clerk.
- Responsible for participating in the development of long term strategic plans and the implementation of same;
- Serve as Director of the Community Redevelopment Agency and responsible for implementation of approved Redevelopment Plan;
- Work with the local Economic Development Alliance to develop strategies to attract businesses and industry and report relevant information to the Commission for direction going forward;
- Negotiate variety of City contracts; interlocal agreements, leases, and franchise agreements;
- Maintain close association with local and state agencies to leverage City permitting/funding;

*Achievements:*

- Represented City in a successful collaborative effort of five agencies to form a joint venture that resulted in an award winning \$23 million advanced wastewater treatment (AWT) plant;
- Participated in land purchase, master plan, and receipt of over \$2 million in grants to construct an 80 acre Recreational Complex with sports fields, an Arts & Conference Center, fishing pond, and walking trails;
- Worked with Commission, staff, and planning consultant to identify five distinct redevelopment districts along our commercial corridor, design standards for new and expanding businesses as well as a facade grant program for existing businesses;
- Lead team of professionals to design and construct Callaway's new Public Safety Building;
- Use of strategic planning in several areas including budget development and infrastructure planning;
- Served on lobbying team;
- Commission Members and I met with our Federal delegation in Washington D.C. that resulted in a \$500,000 infrastructure grant from Congress.

**Bay District Schools, Panama City, FL**

**1986 – 1989**

**Assistant to Internal Auditor  
Technical Center Bookstore Manager**

Authored an accounting software manual for the District, trained bookkeepers in 28 schools; assisted Internal Auditor with school audits and general office work. Managed school bookstore and turned operations around from \$9,000 loss to \$20,000 profit in one year.

**EDUCATION**

Florida State University – Panama City  
Florida State University – Panama City

B.S. Accounting  
Graduate Work meeting CPA Requirements

**PROFESSIONAL AND COMMUNITY AFFILIATIONS**

- International City/County Managers' Association
- Government Finance Officers' Association
- Economic Development Alliance
- Florida Redevelopment Association
- Bay County Green Council
- Northwest Florida League of Cities



01/25/92  
01/25/92  
01/25/92



# City of MIAMI SPRINGS Florida

ADMINISTRATIVE OFFICES  
201 WESTWARD DRIVE  
MIAMI SPRINGS, FL 33166

## APPLICATION FOR EMPLOYMENT

TELEPHONE  
(305) 805-5008

"An Equal Opportunity Employer"

**INSTRUCTIONS: Please print or type all information.** The application must be filled out accurately and completely. Answer all questions. Do not leave an item blank. If an item does not apply, write N/A (not applicable). If you need additional space to answer a question fully, you may use full sheets of paper that are the same size as this page. On each additional page, be sure to include your name, the position title, and the announcement number. You may also attach copies of documents or certificates which support your application. All materials submitted become the property of the City and will not be returned. Nothing can be added to your application after the announcement period has closed. All statements made on the application are subject to verification. Exaggerated, false, or misleading statements may be cause for rejection of the application and/or termination of employment.

### 1. NAME

Last Name <b>Whitis</b>	First Name <b>Judy</b>	M.I. <b>S</b>
----------------------------	---------------------------	------------------

### 2. SOCIAL SECURITY NO.

[REDACTED]

### 3. POSITION APPLYING FOR

**City Manager**

### TODAY'S DATE

**11/20/11**

### 5. JOB ANNOUNCEMENT NUMBER

### 6. WHEN AVAILABLE

**2 weeks notice**

### 7. APPLYING FOR

Full time       Part time       Will Call

CHECK ALL RESPONSES THAT APPLY

If you require assistance with testing due to a disability, please notify our staff.

### 8. HOME TELEPHONE NUMBER

Area code	Number
<b>850</b>	<b>769-4494</b>

### OTHER TELEPHONE NUMBER

Area code	Number
<b>850</b>	<b>819-0211</b>

### 9. DRIVERS LICENSE:

Do you have a valid license?  Yes       No

License Type:       Operator       CDL      Class **E**

Endorsement Code \_\_\_\_\_

[REDACTED]      [REDACTED]      [REDACTED]  
License #      State      Exp. Date

### 10. PRESENT ADDRESS

Street Address <b>5309 Pinetree Road</b>		
City <b>Panama City</b>	State <b>FL</b>	Zip Code <b>32404</b>

How long have you lived at present address? Years **10** Months **1**

### 11. PREVIOUS ADDRESS

Street Address <b>513 Oak Court</b>		
City <b>Panama City</b>	State <b>FL</b>	Zip Code <b>32404</b>

How long did you live at this address? Years **3** Months **0**

**12. EDUCATION AND SPECIAL TRAINING**

Circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 **12**  
 High School Diploma (Check):  Yes  No If yes, date received: June / 1969  
(Month) (Year)  
 Equivalency - GED (Check):  Yes  No If yes, date received:  /  
(Month) (Year)  
 Name and location of last HIGH SCHOOL attended: Woodward H.S. Toledo Ohio  
Name City State

List Special Training (Business, Trade, Vocational, Armed Forces Schools, etc.) Below:

Name and Location	Dates Attended				Total Months Completed	Courses or Subject Taken	Certificates given or other pertinent information
	From		To				
	Mo.	Yr.	Mo.	Yr.			

List Colleges and Universities Attended Below:

Name and Location	Dates Attended				Credit Hours Received Sem. Ctr.	Grade Point Average	Major/Minor Degree Field or Program of Study	Degree Received
	From		To					
	Mo.	Yr.	Mo.	Yr.				
Gulf Coast Comm. College Panama City FL	9	1981	12	1984	60+	4.0	Business / Accounting	A.A.
Florida State University Panama City Panama City FL	1	1985	12	1988	60+	3.0	Accounting - Major Business - Minor	B.S. Accounting
Florida State University - PC Campus Panama City FL	1	1985		1990	20?	3.0?	CPA - requirements	N/A

**13. EMPLOYMENT RECORD** - List all jobs held in the last TEN years and any other jobs relevant to the position for which you are applying. Major changes in duties or job titles with the same employer should be listed as separate jobs. Start with your PRESENT or MOST RECENT position and work back. BE SPECIFIC - all or part of your rating may depend on the information you provide. If additional space is needed, please use continuation sheet. Periods of unemployment should be listed separately in Section 14. NOTE: We may contact previous employers to verify your descriptions of past duties.

May we contact your present employer regarding your record of employment? Yes  No

**(Job 1) Present or Most Recent Job**

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
1	1997	present		14	11

Hours per week 40-50  
 Starting Salary \$ 50,000 per year  
 Last Salary \$ 109,080 per year  
 + \$400/mo car allowance

Employer: City of Callaway  
 Address: 6601 East Highway 22, Callaway, FL 32404  
 Telephone Number: (850) 871-6000  
 Your Job Title: City Manager  
 Supervisor's Name and Title: Mayor & Commissioners Mayor Ken Meier  
 Reason for Leaving Position: still employed

Specific Duties: Serve as chief administrative officer of the City; manage all operations; ensure all laws, ordinances and acts of the Commission are faithfully executed and enforced; to appoint, supervise, promote, demote or remove any City employee, except Charter officers - City Clerk & City Attorney; attend all Commission meetings; be command to the Commission for adoption such measures deemed necessary in the interest of the City; keep the Commission fully advised as to the financial condition of the City; submit annual budget; CRA Director  
 Number of employees supervised (if applicable): total number of employees - 85; direct report - 6

**(Job 2) Previous Job**

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
5	1989	1	1997	7	7

Hours per week 40-50  
 Starting Salary \$ 8.75 per hr.  
 Last Salary \$ 45,000 per year

Employer:    
 Address:    
 Telephone Number:    
 Your Job Title: Asst to City Clerk / Deputy Clerk / City Clerk  
 Supervisor's Name and Title: Mayor Ray Buevick (850) 819-0155  
 Reason for Leaving Position: promoted to City Manager

Specific Duties: Responsible for City records, human resources, finance and accounting budget preparation, agendas, minutes, attend Commission meetings, purchasing utility billing, cashier, & inventory; Achieved designation of Certified Municipal Clerk

Number of employees supervised (if applicable):

(Job 3) Previous Job

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.

Hours per week \_\_\_\_\_  
 Starting Salary \$ \_\_\_\_\_ per \_\_\_\_\_  
 Last Salary \$ \_\_\_\_\_ per \_\_\_\_\_

Employer: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone Number: \_\_\_\_\_  
 Your Job Title: \_\_\_\_\_  
 Supervisor's Name and Title: \_\_\_\_\_  
 Reason for Leaving Position: \_\_\_\_\_

Specific Duties: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Number of employees supervised (if applicable): \_\_\_\_\_

(Job 4) Previous Job

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.

Hours per week \_\_\_\_\_  
 Starting Salary \$ \_\_\_\_\_ per \_\_\_\_\_  
 Last Salary \$ \_\_\_\_\_ per \_\_\_\_\_

Employer: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone Number: \_\_\_\_\_  
 Your Job Title: \_\_\_\_\_  
 Supervisor's Name and Title: \_\_\_\_\_  
 Reason for Leaving Position: \_\_\_\_\_

Specific Duties: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Number of employees supervised (if applicable): \_\_\_\_\_

14. LIST ANY RELEVANT VOLUNTEER WORK AND ALL PERIODS OF UNEMPLOYMENT DURING THE PAST 10 YEARS.

From		To		Description of Activities or Volunteer Work
Mo.	Yr.	Mo.	Yr.	
5	1992	5	2002	Treasurer of Northwest Florida League of Cities for 10 years
	1998		2002	President of Community Health Task Force - 4 years

15. SPECIFIC SKILLS — List below the Job Number from your Employment Record (Section 13) and total number of months of experience in skillfully operating the equipment and/or total number of months of substantial experience in craft(s), trade(s), or technical profession(s).

No. of Mths.	Job No.	List of Office & Related Equipment Operated	No. of Mths.	Job No.	List of All Other Equipment Operated	No. of Mths.	Job No.	List of Crafts, Trades & Technical Professions
		Computer software Windows XP, Microsoft Office, printers/scanners copiers						

16. List memberships(s) in professional, job-related organizations: ILMA, FCCMA, GFGA, FGFOA, FL Redevelopment Assoc., Economic Development Alliance, Bay County Chamber of Commerce

17. List any active professional, technical, occupational licenses or certificates and registrations you now hold. \_\_\_\_\_

18. List awards, commendations, or other recognition received for outstanding achievement in school, military service, your work, or civic duties: Graduated Summa Cum Laude from Gulf Coast Comm. College & FOA CAFR award 17 consecutive years (5 awarded on the certificate for most of those years)

**19. VETERAN PREFERENCE:** According to Florida State Statutes, you may be eligible for 5 preference points if you are a wartime veteran with an honorable discharge or 10 points if you are a disabled veteran currently receiving disability benefits. Veterans who have been employed by the State of Florida or one of its Counties, Cities, etc., and/or retired military personnel are excluded from these Statutes. POINTS WILL BE AWARDED ONLY IF YOU SUBMIT A COPY OF PROPER DOCUMENTATION SHOWING DATES OF ENTRY AND SEPARATION AND, IF DISABLED, PROOF OF CURRENT RECEIPT OF DISABILITY BENEFITS WITH YOUR APPLICATION.

Did you serve in the Armed Services? Yes \_\_\_ No  Is your discharge honorable? Yes \_\_\_ No \_\_\_

Are you claiming Veteran's Points? Yes \_\_\_ No \_\_\_ Are you retired from the military? Yes \_\_\_ No \_\_\_

Are you or have you ever been employed by the State of Florida or one of its Counties, Cities, etc.? Yes \_\_\_ No \_\_\_

**20. Have you ever worked for the City of Miami Springs?**

No  Yes \_\_\_

If yes, please give date(s) of employment: \_\_\_\_\_

Employing Division(s): \_\_\_\_\_

**21. Are you related to a city employee or is any member of your household employed by the City of Miami Springs?**

No  Yes \_\_\_ If yes, please give the person's:

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

Relationship to you: \_\_\_\_\_

Employing Division: \_\_\_\_\_

**22. Since your 18th birthday, have you been CONVICTED of ANY violation of the law, other than minor traffic offenses, or pleaded NOLO CONTENDERE to criminal charges, even if adjudication was withheld?** No  Yes \_\_\_ If yes, please give:

Nature of offense: \_\_\_\_\_

Name and location of court: \_\_\_\_\_

Disposition of case: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE:** A conviction does not automatically mean you cannot be employed by the City. The nature of the offense, how long ago it occurred, etc. are given consideration.

**23. How did you learn about the position for which you are applying?** — Check the response that applies.

- Newspaper ad       Visit to H.R. Department       Florida State Employment Agency  
 City Employee       Interest Card       Recruiting Program — Career Day  
 High School       College Counselor      (please specify) \_\_\_\_\_  
 Other Source (please specify) FLC - know small articles, ICMA?       Professional Journal

**24. REFERENCES:** List three (3) personal references who are not relatives or former employers.

Name and Occupation	Address	Telephone No.	Years Known
Lewis B. Howell V.P. Public Affairs (retired) St. Joe Company (Land Development)	500 Candlewick Drive Lynn Haven, FL 32444	(850) 832-0012	more than 15 years
Victor M. Ortega, M.D. Physician - Pulmonary	2202 State Ave Suite 108 Panama City, FL 32405	(850) 763-5117	2 1/2 years
John Piercy, Supervisor Smurfit Stone Paper Mill	325 Benlah Avenue Callaway, FL 32404	(850) 871-1997	30+ years

**IMPORTANT:** Employment is subject to verification of an applicant's background. Persons selected for employment must (1) present a valid social security card, (2) take a Loyalty Oath, as per Florida Statute, Section 876.05 and (3) subsequent to an offer of employment, pass a medical examination by a City physician. The medical examination may include testing for current use of drugs and/or controlled substances. If traces of drugs or controlled substances are present in a candidate's blood or urine and have NOT been obtained and taken as directed by a valid prescription, the candidate WILL NOT be given further consideration under the present announcement for this classification. Additionally, the City is required by federal law to verify having seen documents, which the applicant must provide as part of employment processing, that show the applicant's identity and right to work in the United States.

**APPLICANT: PLEASE READ THIS STATEMENT CAREFULLY BEFORE SIGNING BELOW.**

I hereby certify that each response on this application and all other information I have furnished in applying for employment with the City of Miami Springs is true and correct. I understand that any incorrect, incomplete, or false statement or information I have furnished may subject me to disqualification in an examination or to discharge at any time. Subsequent to an offer of employment, I give my voluntary consent to be medically examined and to provide a sample of my blood or urine which may be tested for recent use of drugs and/or controlled substances. Further, I release Miami Springs, its officers, agents, and employees from any liability whatsoever in connection with such a medical examination or the use of the test results therefrom.

Signature of applicant Judy A. Whitis Date 11/20/11

**Daniel A. Rosemond**

Daniel A. Rosemond  
(305) 588-2638

September, 2011

Loretta M. Boucher, Human Resources Director  
City of Miami Springs  
Human Resources Department  
201 Westward Drive  
Miami Springs, FL. 33166

CITY OF MIAMI SPRINGS  
2011 SEP -6 A 11:59

RE: **Position of City Manager**

Dear Ms. Boucher:

I was thrilled when I became aware of the availability of the above referenced position. Having lived in South Florida for almost 40 years and being familiar with many of its communities, I have always been fond of the City of Miami Springs. Its central location in Miami Dade County, immediate proximity to Miami International Airport, and architecturally pleasing housing stock make it a very desirable location for residents and businesses alike. The opportunity to serve as its next City Manager is extremely appealing.

Attached to this letter of interest is my resume. As you will note from perusing it, I currently serve as an Assistant City Manager and Community Development Director for a nearby city- Miami Gardens. I am confident that my diverse professional experience and skills make me a candidate of strong consideration, given the characteristics desired of the position.

I look forward to an opportunity to meet in person where I can further elaborate on my experience in public administration, and how that experience aligns with the needs and goals for Miami Springs.

Sincerely,



Daniel A. Rosemond

# **DANIEL A. ROSEMOND**

18804 N.W. 79 WAY; Hialeah, FL. 33015

(305) 588-2638

E-mail: [dmrosemond@att.net](mailto:dmrosemond@att.net)

## **QUALIFICATIONS**

- Over 25 years of *public* and private sector experience with over 20 years in senior level and executive capacities. Extensive budget preparation and administration experience.
- Seasoned administrator adept in the formulation and implementation of organization policies and procedures as well as long term strategic planning.
- Ability to represent the organization in critical negotiations and discussion of confidential and far reaching subject matter.
- Skilled in the creation and implementation of processes aimed at enhancing the provision of services, while seeking to optimize organizational efficiencies.
- Effective, bi-lingual (Spanish) public speaking ability derived from over a decade of experiences for a variety of audiences.

## **RECENT ACCOMPLISHMENTS (City of Miami Gardens)**

- ✓ Carried forward the City's 5-year strategic planning process-involving the adoption of a document comprised of City Council, External Consultant, Department Heads, and community support.
- ✓ Led the required leadership changes in City's Building Services Division which resulted in reorganization and increased service delivery focus, while realizing a reduction in expenses.
- ✓ Orchestrated the expansion of the City's Parks & Recreation Department with the introduction of a comprehensive \$650k Youth Sports Program at five (5) City parks (formerly 7 independently run Athletic Clubs).
- ✓ Spearheaded the adoption of the City's Land Development Code thru the Planning & Zoning Department (replacing the use of Miami Dade Code).
- ✓ Successfully administered the City's Neighborhood Stabilization Program consisting of a \$6.8M federal grant within 18 month contract period.
- ✓ Initiated the creation of the City's Chamber of Commerce by pitching the concept, identifying initial funding, brokering the board appointments, and facilitating the appointment of the executive director.
- ✓ Served as City's point person for various town hall meetings-most recently the very delicate discussion of Federal Stimulus Grants and community expectations.

## **PROFESSIONAL EXPERIENCE**

### ***Assistant City Manager/Director of Community Development- City of Miami Gardens (2008-Present)\****

- Oversight responsibilities for Parks & Recreation, Fleet Management, Community Development, and Planning & Zoning Departments; cumulative operating budgets of over \$25M.
- Administer and review proposed legislation relative to each department, inclusive of presenting items before City Council; insure appropriate implementation while maintaining budget sensitivities.
- Responsible for budget analysis including evaluation of appropriate departmental staffing levels based on budgetary conditions and organization objectives
- Address constituent inquiries and complaints, both verbal and written, on behalf of the City Manager's Office

### ***Director, Department of Community Development- City of Miami Gardens (2006-Present)***

- Develop and administer a variety of federal and state approved programs targeted and benefiting low-to-moderate income individuals and households. Programs consist of housing (both rehabilitation and homeownership), public services, economic development, and public facilities and improvements.
- Formulate recommended policy and programmatic guidelines that govern said programs and act as direct liaison between City and funding source (federal, state, or local)
- Current operating budget of over \$10M, with funds coming from a variety of sources with overlapping budget cycles and multiple reporting mechanisms.

\* It is noted that when promoted to ACM, I offered to serve in a dual capacity given anticipated budgetary constraints

### ***Asst. Director, Department of Community Development- City of Miami (2003-2006)***

- Responsible for the city's affordable housing division comprised of multi-family development, single family rehabilitation, First-time home buyer programs and section 8 housing units
- Oversee the department's overall finance and contracts administration functions which include an annual budget of approximately \$30 million.
- Negotiate and administer the various loan agreements with both for-profit and not-for profit housing developers with objective of increasing and maintaining the city's affordable housing stock



***Asst. Director for On-Street Operations, City of Miami Beach  
January 2002-April 2003***

- Oversee the city's entire "on-street" parking division that includes its parking enforcement, meter collection/maintenance, and sign installation/maintenance functions.
- Prepare and administer an annual operating budget of approximately \$6.5 million.
- Review and analyze revenue and expense trends and make meter rate adjustment recommendations as well as collection frequency modifications to ensure revenue optimization.
- Administer city's various residential permit programs; negotiate and managed meter collection and towing service contracts.
- Responsible for an overall staff of 45 employees.

***Accomplishments:***

- Spearheaded the implementation of electronic pay stations city-wide that enhanced streetscape by eliminating single-space meters while increasing customer payment options
- Investigated and addressed a personnel issues involving employee harassment by supervisory staff and theft by staff and contracted employees.

***Director of Parking and Transportation, University of Miami  
August 2001 -January 2002***

- Responsible for the administration of all aspects of the parking and transportation program that includes surface level and multi-level parking facilities.
- Oversee the sales function of the universities multi-disciplinary permit system as well as the transportation function that includes routine and special transportation services.
- Responsible for managing an operating budget of approximately \$2.5 million.

***Accomplishments:***

- Actively involved in feasibility planning and budgeting of 3 new parking garages that would increase campus parking inventory by 400%
- Established a "cooperative" working relationship between the University and the City of Coral Gables for shared right-of-way areas
- Expanded the department's shuttle system to include weekend routes to Coconut Grove in order for students to avoid driving under the influence.

***Regional Director of Business Development, Urbitran Associates, Inc., New York, N.Y.  
May, 2000-June, 2001***

- Responsible for the establishment of business relationships with clients with the objective of securing agreements for the provision of Architectural /Engineering & parking/transportation consultant services.
- Intricately involved in discussion and recommendations of operational components of new facility design, as well as the production of parking related studies.
- Responsible for overall Florida office operations, including securing and negotiating office space and related equipment.

***Director of Operations, Miami Parking Authority  
July 1992- May 2000***

- Administer operational facet of entire organization, including new facility construction and rehabilitation work.
- Develop and oversee a \$10 million annual operating budget. Negotiate and administer a variety of turnkey and service contracts.
- Responsible for the daily operation of over 70 facilities, including four garages. Overall supervision of 120 employees, including middle managers and front-line supervisors.

***Accomplishments:***

- Extensive review and cost-benefit analysis of outsourcing vs. utilization of agency staff; able to structure work schedules and expected outcomes that reduced agency costs by 30%, while increasing employee morale by offering overtime opportunities
- Implemented an aggressive parking facility staffing approach to combat an extremely volatile vagrant problem in several facilities and locations city-wide
- Established a long-overdue preventative maintenance schedule that preserved the service life of 5 parking decks; this approach was sold to the Agencies board as more cost effective than negligence and consequent replacement of facilities

**EDUCATION**

***Doctoral Student (approximately 23 credit hours earned) (2007-Present)***  
Florida Atlantic University, Boca Raton, FL.

***Masters of Science, Public Administration (1997)***  
St. Thomas University, Miami Gardens, FL.

From - delivered  
Date 11/18/11 12:05



# City of MIAMI SPRINGS Florida

ADMINISTRATIVE OFFICES  
201 WESTWARD DRIVE  
MIAMI SPRINGS, FL 33166

## APPLICATION FOR EMPLOYMENT

*C. Brown*  
TELEPHONE  
(305) 805-5008

"An Equal Opportunity Employer"

**INSTRUCTIONS: Please print or type all information.** The application must be filled out accurately and completely. Answer all questions. Do not leave an item blank. If an item does not apply, write N/A (not applicable). If you need additional space to answer a question fully, you may use full sheets of paper that are the same size as this page. On each additional page, be sure to include your name, the position title, and the announcement number. You may also attach copies of documents or certificates which support your application. All materials submitted become the property of the City and will not be returned. Nothing can be added to your application after the announcement period has closed. All statements made on the application are subject to verification. Exaggerated, false, or misleading statements may be cause for rejection of the application and/or termination of employment.

<b>1. NAME</b>		
Last Name <b>ROSEMOND</b>	First Name <b>DANIEL</b>	M.I. <b>A.</b>
<b>2. SOCIAL SECURITY NO.</b> [REDACTED]	<b>3. POSITION APPLYING FOR</b> <b>CITY MANAGER</b>	
<b>TODAY'S DATE</b> <b>11-18-11</b>	<b>5. JOB ANNOUNCEMENT NUMBER</b>	<b>6. WHEN AVAILABLE</b> <b>WITHIN 3 WEEKS</b>
<b>7. APPLYING FOR</b> <input checked="" type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Will Call CHECK ALL RESPONSES THAT APPLY		<b>If you require assistance with testing due to a disability, please notify our staff.</b>
<b>8. HOME TELEPHONE NUMBER</b>		<b>9. DRIVERS LICENSE:</b>
Area code	Number	Do you have a valid license? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Area code	Number	License Type: <input checked="" type="checkbox"/> Operator <input type="checkbox"/> CDL <input type="checkbox"/> Class
<b>OTHER TELEPHONE NUMBER</b>		Endorsement Code
Area code	Number	[REDACTED]
Area code	Number	License #    State    Exp. Date
Area code	Number	
Area code	Number	
<b>10. PRESENT ADDRESS</b>		
Street Address <b>18804 N.W. 79 WAY</b>		
City <b>HTIALEAH</b>	State <b>FL.</b>	Zip Code <b>33015</b>
How long have you lived at present address? Years <u>11</u> Months <u>2</u>		
<b>11. PREVIOUS ADDRESS</b>		
Street Address <b>2374 N.E. 172 STREET</b>		
City <b>NORTH MIAMI BEACH</b>	State <b>FL.</b>	Zip Code <b>33160</b>
How long did you live at this address? Years <u>10</u> Months _____		

**12. EDUCATION AND SPECIAL TRAINING**

Circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 **(12)**  
 High School Diploma (Check):  Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, date received: JANUARY 1982  
 (Month) (Year)  
 Equivalency — GED (Check): \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, date received: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 (Month) (Year) (Year)  
 Name and location of last HIGH SCHOOL attended: MIAMI SENIOR HIGH MIAMI  
 Name City State

List Special Training (Business, Trade, Vocational, Armed Forces Schools, etc.) Below:

Name and Location	Dates Attended				Total Months Completed	Courses or Subject Taken	Certificates given or other pertinent information
	From		To				
	Mo.	Yr.	Mo.	Yr.			

List Colleges and Universities Attended Below:

Name and Location	Dates Attended				Credit Hours Received	Grade Point Average	Major/Minor Degree Field or Program of Study	Degree Received
	From		To					
	Mo.	Yr.	Mo.	Yr.				
MIAMI DADE COLLEGE		1982		1984			A.A. — ARCHIT.	YES
FLORIDA INTERNATIONAL		1984		1988			B.S. — MNGMT.	NO
TRINITY INTERNATIONAL		1988		1990			B.S. — HRM	YES
ST. THOMAS		1995		1997			M.S. — P.A./HR	YES
FLORIDA ATLANTIC		2009		2011			PH.D. — P.A.	NO

**13. EMPLOYMENT RECORD** — List all jobs held in the last TEN years and any other jobs relevant to the position for which you are applying. Major changes in duties or job titles with the same employer should be listed as separate jobs. Start with your PRESENT or MOST RECENT position and work back. BE SPECIFIC — all or part of your rating may depend on the information you provide. If additional space is needed, please use continuation sheet. Periods of unemployment should be listed separately in Section 14. NOTE: We may contact previous employers to verify your descriptions of past duties.

May we contact your present employer regarding your record of employment? Yes  No \_\_\_\_\_

**(Job 1) Present or Most Recent Job**

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
4	2008	PRESENT	PRESENT		

Hours per week: 40+  
 Starting Salary \$ \_\_\_\_\_ per \_\_\_\_\_  
 Last Salary \$ \_\_\_\_\_ per \_\_\_\_\_

Employer: CITY OF MIAMI GARDENS  
 Address: 1515 N.W. 167 STREET  
 Telephone Number: (305) 622-8000  
 Your Job Title: ASST. CITY MANAGER / CD DIRECTOR  
 Supervisor's Name and Title: RENEE CRICHTON, DCM  
 Reason for Leaving Position: OPPORTUNITY FOR GROWTH

Specific Duties: PLEASE SEE RESUME

Number of employees supervised (if applicable): 10 (DIRECT SUPERVISION)

**(Job 2) Previous Job**

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
10	2006	PRESENT	PRESENT		

Hours per week: 40+  
 Starting Salary \$ \_\_\_\_\_ per \_\_\_\_\_  
 Last Salary \$ \_\_\_\_\_ per \_\_\_\_\_

Employer: CITY OF MIAMI GARDENS  
 Address: 1515 N.W. 167 STREET  
 Telephone Number: (305) 622-8000  
 Your Job Title: DIRECTOR OF COMMUNITY DEVELOPMENT  
 Supervisor's Name and Title: RENEE CRICHTON, DCM  
 Reason for Leaving Position: PROMOTION

Specific Duties: PLEASE SEE RESUME

Number of employees supervised (if applicable): 4 (DIRECT SUPERVISION)

(Job 3) Previous Job

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
4	2003	10	2006	3	5

Hours per week 40.5  
 Starting Salary \$ 91K per YEAR  
 Last Salary \$ 99K per YEAR

Employer: CITY OF MIAMI  
 Address: 444 S.W. 2 AVENUE  
 Telephone Number: (305) 416-2000  
 Your Job Title: ASST. COMMUNITY DEVELOPMENT DIRECTOR  
 Supervisor's Name and Title: BARBARA GOMEZ  
 Reason for Leaving Position: OPPORTUNITY FOR GROWTH

Specific Duties: PLEASE SEE RESUME

Number of employees supervised (if applicable): 8 (DIRECT SUPERVISION)

(Job 4) Previous Job

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
1	2002	4	2003		

Hours per week \_\_\_\_\_  
 Starting Salary \$ \_\_\_\_\_ per \_\_\_\_\_  
 Last Salary \$ \_\_\_\_\_ per \_\_\_\_\_

Employer: CITY OF MIAMI BEACH  
 Address: \_\_\_\_\_  
 Telephone Number: (305) 673-7000  
 Your Job Title: ASST. PARKING DIRECTOR  
 Supervisor's Name and Title: SAUL FRANCES, PARKING DIRECTOR  
 Reason for Leaving Position: OPPORTUNITY FOR GROWTH & PROFESSIONAL DEVELOPMENT

Specific Duties: PLEASE SEE RESUME

Number of employees supervised (if applicable): 4 (DIRECT SUPERVISION)

14. LIST ANY RELEVANT VOLUNTEER WORK AND ALL PERIODS OF UNEMPLOYMENT DURING THE PAST 10 YEARS.

From		To		Description of Activities or Volunteer Work
Mo.	Yr.	Mo.	Yr.	
3	2001	6	2001	UNEMPLOYED

15. SPECIFIC SKILLS — List below the Job Number from your Employment Record (Section 13) and total number of months of experience in skillfully operating the equipment and/or total number of months of substantial experience in craft(s), trade(s), or technical profession(s).

No. of Mths.	Job No.	List of Office & Related Equipment Operated	No. of Mths.	Job No.	List of All Other Equipment Operated	No. of Mths.	Job No.	List of Crafts, Trades & Technical Professions

16. List memberships(s) in professional, job-related organizations: ICMA, FCCMA, MDCCMA

17. List any active professional, technical, occupational licenses or certificates and registrations you now hold.

18. List awards, commendations, or other recognition received for outstanding achievement in school, military service, your work, or civic duties:

19. **VETERAN PREFERENCE:** According to Florida State Statutes, you may be eligible for 5 preference points if you are a wartime veteran with an honorable discharge or 10 points if you are a disabled veteran currently receiving disability benefits. Veterans who have been employed by the State of Florida or one of its Counties, Cities, etc., and/or retired military personnel are excluded from these Statutes. POINTS WILL BE AWARDED ONLY IF YOU SUBMIT A COPY OF PROPER DOCUMENTATION SHOWING DATES OF ENTRY AND SEPARATION AND, IF DISABLED, PROOF OF CURRENT RECEIPT OF DISABILITY BENEFITS WITH YOUR APPLICATION.

Did you serve in the Armed Services? Yes  No  Is your discharge honorable? Yes  No   
 Are you claiming Veteran's Points? Yes  No  Are you retired from the military? Yes  No   
 Are you or have you ever been employed by the State of Florida or one of its Counties, Cities, etc.? Yes  No

20. Have you ever worked for the City of Miami Springs?  
 No  Yes   
 If yes, please give date(s) of employment: \_\_\_\_\_  
 \_\_\_\_\_  
 Employing Division(s): \_\_\_\_\_

21. Are you related to a city employee or is any member of your household employed by the City of Miami Springs?  
 No  Yes  If yes, please give the person's:  
 Name: \_\_\_\_\_  
 Relationship to you: \_\_\_\_\_  
 Employing Division: \_\_\_\_\_

22. Since your 18th birthday, have you been CONVICTED of ANY violation of the law, other than minor traffic offenses, or pleaded NOLO CONTENDERE to criminal charges, even if adjudication was withheld? No  Yes  If yes, please give:

Nature of offense: \_\_\_\_\_  
 Name and location of court: \_\_\_\_\_  
 Disposition of case: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE:** A conviction does not automatically mean you cannot be employed by the City. The nature of the offense, how long ago it occurred, etc. are given consideration.

23. How did you learn about the position for which you are applying? — Check the response that applies.

Newspaper ad  Visit to H.R. Department  Florida State Employment Agency  
 City Employee  Interest Card  Recruiting Program — Career Day  
 High School  College Counselor (please specify) \_\_\_\_\_  
 Other Source (please specify) NOTIFIED BY FRIEND  Professional Journal

24. **REFERENCES:** List three (3) personal references who are not relatives or former employers.

Name and Occupation	Address	Telephone No.	Years Known
RUDDY MCGILASHAN TELECOM CONSULTANT	3753 N.E. 214 STREET AVENTURA, FL. 33180	(305) 720-7748	25+
WILLIAM PORRO SPECIAL PROJ. ADMINISTRATOR CITY OF MIAMI	18776 N.W. 80 <sup>TH</sup> AVENUE MIAMI, FL. 33015	(305) 582-5757	15
RODNEY VALERA V.P. STANDARD PARKING	901 SOUTH MIAMI AVE SUITE 303 MIAMI, FL. 33130	(954) 559-1744	25

**IMPORTANT:** Employment is subject to verification of an applicant's background. Persons selected for employment must (1) present a valid social security card, (2) take a Loyalty Oath, as per Florida Statute, Section 876.05 and (3) subsequent to an offer of employment, pass a medical examination by a City physician. The medical examination may include testing for current use of drugs and/or controlled substances. If traces of drugs or controlled substances are present in a candidate's blood or urine and have NOT been obtained and taken as directed by a valid prescription, the candidate WILL NOT be given further consideration under the present announcement for this classification. Additionally, the City is required by federal law to verify having seen documents, which the applicant must provide as part of employment processing, that show the applicant's identity and right to work in the United States.

**APPLICANT: PLEASE READ THIS STATEMENT CAREFULLY BEFORE SIGNING BELOW.**

I hereby certify that each response on this application and all other information I have furnished in applying for employment with the City of Miami Springs is true and correct. I understand that any incorrect, incomplete, or false statement or information I have furnished may subject me to disqualification in an examination or to discharge at any time. Subsequent to an offer of employment, I give my voluntary consent to be medically examined and to provide a sample of my blood or urine which may be tested for recent use of drugs and/or controlled substances. Further, I release Miami Springs, its officers, agents, and employees from any liability whatsoever in connection with such a medical examination or the use of the test results therefrom.

Signature of applicant [Signature] Date 11-18-71

**Ronald K. Gorland**

September 8, 2011

Ms. Loretta Boucher  
Director of Human Resources  
City of Miami Springs  
201 Westward Drive  
Miami Springs, FL 33166

CITY OF MIAMI SPRINGS  
2011 SEP - 9 A 9:07

REF: City Manager Position

Dear Ms. Boucher,

In my career I've spent more than 25 years in senior corporate management and leadership roles, much of which was in the financial sector, followed by seven-and-a-half years as the very involved "sleeves-up" Assistant City Manager of Miami Springs. During my time with the City I have gained the experience and demonstrated the technical skills needed for the City's very demanding City Manager position. Active hands-on experience includes additional and overlapping assignments of three years as interim Recreation Director, six years as Information Technology Director and Building & Code Director (not Building Official), with six years as the City's liaison to the local Chamber of Commerce. Additionally I am an active contributor at the executive level to all major City activities including reorganizations, annexation efforts, PBA negotiations, sale of the City's Water and Sewer division, down-sizing, City code development/updating, human resource issues, emergency readiness and post-hurricane clean-up, budgeting, planning, systems development, etc.

The private sector skills that I brought to the City as Assistant City Manager have already led to the merger of many corporate best practices with government best practices. That knowledge and those skills are needed now more than ever to deal with the opportunities that present themselves in the form of cost reduction, revitalization of our commercial districts, structural tax rate reduction and organizational upgrading. Throughout my career I have promoted communications and championed change, and feel strongly that I have the skills necessary to accomplish what is needed.

Further, I am a product of Miami Springs. In addition to being raised in Miami Springs from the age of 22 months, I attended our local schools, church, recreation programs, scouts, worked for Eastern Airlines part-time while in high school and college, and graduated from the Florida State University Business School in Tallahassee.

In the military I was awarded the Bronze Star for Valor as a combat Captain. My highest rank was Major in the Army Reserves until a conflict occurred with my corporate position.



My mother, a Miami Springs Pioneer, still lives in Miami Springs. Trish, my wife, and Sarah, our daughter, and I moved back to Miami Springs almost eight years ago to raise our now nine year old who attends a local school, church, scouts, and City recreation programs.

I feel that no other candidate for the open City Manager position has or will ever have the passion that I have for our City, the understanding of our residents, the commitment that comes from growing up here, and sensitivity of being a long-time Miami Springs taxpayer. I also feel that no other candidate has the unique combination of leadership and managerial skills, technical know-how, vision, integrity, local experience and drive that I have – all of which are necessary to be successful as the next City Manager of Miami Springs.

Thank you for your consideration of my application for the position of City Manager.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Ron', written in dark ink.

Ronald K. Gorland  
Assistant City Manager  
City of Miami Springs

**RONALD K. GORLAND**  
242 Pinecrest Drive  
Miami Springs, FL  
(305) 799-4055  
atlrn@bellsouth.net

As a results-oriented financially based professional with in excess of 25 years of progressive global corporate and city senior management experience, including the last seven and a half years as the City's Assistant City Manager, I feel that I am uniquely qualified to be the City of Miami Springs next City Manager. This is especially so at this time when our City is facing serious challenges requiring a significant change of direction. Even though I am a committed public servant of the City, I view myself more as a tax-paying resident with an opportunity to contribute to the success of the City as it evolves to meet the needs of the residents, as directed by the Mayor and Council.

In addition to my extensive financial background, I am also considered an agent of change, which is one of the primary reasons I was originally recruited as Assistant City Manager. As a result, we've successfully merged many of corporate America's best practices with municipal best practices, significantly streamlined our organization and greatly reduced operating costs.

Initially I was instrumental in the very successful financial turn-around of the City of Miami Springs and subsequently the beginning of the revitalization of our commercial sector (currently early stage). This was preceded by over 35 successful years in the global corporate finance sector with a broad record of successes in large and mid-size turn-around and growth organizations, including five years with Mellon Bank, 11 years with the global conglomerates of RJRNabisco, and 10 years with Blount International, before entering the dot.com sector with Premier Technologies and S1 Corporation, both in Atlanta, Georgia (see attached detailed private sector resume).

Assistant City Manager (3/2004-current) - hands-on experience as Assistant City Manager includes initial assignments as Interim Finance Director reorganizing the City's Finance Department including hiring a new finance director; responsible for the reorganization of the City's Country Club (Golf and Food & Beverage operations); Department Head of the Building and Code Department and of the I.T. Department; and Interim Department Head of the Parks & Recreation Department for over 3 years, including the period of the design and construction of the new Community Center. I was also directly involved in the sale of the Public Works Water & Sewer Division and have worked very closely with our Police Department, City Clerk, City Attorney, Human Resources and the Senior Citizen Center during the entire time here.

Additionally during the last seven years the City has experienced hits from multiple hurricanes, including CAT 3 Wilma, resulting in my being extensively involved in FEMA, State, County and local emergency assistance and clean-up programs.

Additional responsibilities include annexation efforts, the sale of our Water and Sewer to Miami-Dade County, and active involvement with numerous bond rating agency meetings and discussions with our bond counsel and bond underwriters.

While not of much use to the City to date, but I believe extremely important to the future, I have a great deal of experience in the global capital markets, which is critical to revitalization and redevelopment. I have been on the "other side" of revitalization for corporate headquarters and other facilities including negotiating tax incentives, investor financing, port development, early stage office park planning and property purchases and sales. Additionally I've successfully completed many projects in the international environment – US, Latin America, Europe and Asia (lived in Hong Kong for four plus years) - where language, customs and business practices are very different from our own.

I was instrumental in locating and installing a new Finance Director and assisting in the implementation of missing checks and balances, effective utilization of the HTE/Sungard city-wide enterprise software, and effectively re-establishing the reputation and integrity of finance functions with the Council and residents. As a result, we were able to regain our previous good credit reputation with our suppliers and improve our bond debt rating.

Interim Director Parks & Recreation Department –directing this operation for more than three years including a municipal pool, gym, baseball, soccer and football fields, community center, playhouse theater, and summer and after-school programs while we conducted a search for the right person to take it over and return this department to its premier position in the community. Additionally, I was actively involved in the research and recommendation for renovation and/or replacement of our 50-year-old recreation facilities, including the new facility's design/layout, negotiations and construction.

Staffing - I was very involved in the critical personnel searches and hiring of the City's Finance Director, Golf Director, Recreation Director and most recently the City's new Planner.

## ORGANIZATIONS

I currently serve on the All Angels Academy Board of Trustees, and am the City's liaison to the Miami Springs Airport Area Chamber of Commerce. During the course of my career I have twice been a Parent-Teacher-Student Association President; an active member of the Civitan Service Organization winning numerous state project

awards; initiated, organized and ran a highly successful community start-up soccer program for three years; coached soccer, T-ball and basketball; and was actively involved with scouting.

Professional organizations include Miami-Dade County City Managers' Association (MDCCMA), Financial Executives Institute; Treasury Management Association, and various other financial and service organizations.

### **PERSONAL**

Married with four children (one nine year old daughter still at home); enjoy great health, motorcycling, snow skiing, reading and music.

### **EDUCATION**

Bachelor of Science, Business Administration, Florida State University, Tallahassee, FL; attended numerous management, leadership and technical programs throughout my career including in the military, corporations, and municipal government.

### **MILITARY**

Initially I served as a Lieutenant in Germany, which was followed by being promoted to Captain in South Vietnam where I was awarded eight combat medals including the Bronze Star for Valor. I was promoted to Major in the Army Reserves prior to leaving the military service due to a job conflict.

## DETAILED PRIVATE SECTOR RESUME'

Prior to joining the City of Miami Springs, I worked for several very large corporations including RJRNabisco (11 years) rising to CFO & Director of International Finance Companies, and then Blount International, Inc., (10 years) as Treasurer of this \$1.1B Corporation. Both were Fortune 500 global conglomerates. I then served with S1 Corporation, a \$310M high growth financial software and services company as V.P. Financial Services and Treasurer.

Detailed private sector career achievements follow.

### Global capital market strategic and technical experience

- Capital structuring and recapitalization,
- Public debt, asset securitization, multi-currency financing, bank and project financing
- Syndicated credit agreements and domestic/international credit facilities
- Stock listing on the NYSE and Tokyo Stock Exchange
- Mergers and acquisitions

### S1 CORPORATION, Atlanta, GA

1999 - 2003

\$310M high-growth (acquisitions) global financial software and services company

**VP Treasurer and Financial Services** – Responsible for global treasury, financial planning & analysis, asset-risk/insurance, collections, tax, purchasing, facilities, payroll, accounts payable and travel group

- Implemented expense and working capital management programs resulting in major cost reductions, elimination of the net cash-outflow, re-built and then maintained cash-in-banks in-excess of the targeted \$150M
- Instrumental in migrating this entrepreneurial organization, with a historic negative cash-flow and P&L, to a complete operating company with positive cash-flow and P&L
- Directed the global collection function resulting in the days-sales-outstanding being reduced from 147 days to 54 days within 3 quarters, freeing over \$70M in cash previously tied-up in receivables
- Periodically led contact teams to integrate disparate corporate acquisitions
- Managed the Corporate Facilities function driving net cost reductions of greater than

\$20M

- Developed the finance department liaison role to Corporate Development resulting in rapid in-depth financial analysis support with significant acquisition savings and structural
- Managed Finance & IT planning and implementation of Oracle ERP systems and related processes

PTEK, INC., Atlanta, GA; \$500M global Internet-telecom services company 1998 - 1999

**VP and Treasurer** - Responsible for treasury, tax, financing and asset-risk/insurance..Significant accomplishments include:

- Developed a new tax effective cash management program in Europe for consolidation of offshore cash and foreign currency exposure management with projected benefits exceeding \$3M
- Established the Treasury function resulting in cash management net benefits in excess of \$1M in the first year, and negotiated a \$150M credit facility ensuring required financing for planned growth
- Consolidated receivable management processes including credit and collection providing additional sales and immediate P&L benefits as well as reorganizing the 401(k) Plan investment options

BLOUNT INTERNATIONAL, INC., Portland, OR 1988 - 1998  
Fortune 500 global manufacturing conglomerate with peak revenue of \$1.3B

**Treasurer** – Joined Blount as the Treasurer with added responsibility of **Investor Relations Officer**. Acted as an **interim CFO** for one year during the key phase of the very successful turn-around

- Co-led, as part of a small senior management team, the very successful turn-around and rebuilding of Blount into an investment grade global manufacturer leading to a twenty-fold share price increase
- Moved Blount's stock listing to the NYSE (from the AMEX), resulting in a 22% increase in average daily trading volume and much smoother intra-day price movement

- Developed and executed a reverse interest rate swap resulting in over \$5M (approx. \$.53/share) in P&L contributions over 3 years, and successfully upgraded the debt rating to investment grade contributing to an over 400 basis point reduction in borrowing costs
- Reorganized the Treasury function, incorporating a broader mission, resulting in the first positive net cash-flow in over three years
- Established and managed the post-turnaround investor relations function resulting in eight new sell-side analysts and over 100 new buy-side analysts
- Reorganized defined benefit and defined contribution retirement plans investment options resulting in plan operating cost reductions in excess of \$1M and 16% increase in employee participation

**RJR NABISCO, INC.**, Winston Salem - Hong Kong - Atlanta

1977 - 1988

**CFO & DIRECTOR, INTERNATIONAL FINANCE COMPANIES** - Atlanta, GA (1987 - 1988)

Responsible for the Corporation's \$2.2B Geneva based finance company and for all offshore financing. Major accomplishments include the consolidation of international financing and liquidity pooling with a net profit of \$4.2M, and \$3.4M operating budget reduction

**TREASURER, ASIA-PACIFIC** - Hong Kong expatriate assignment (1983-1987)

Managed financing, tax, treasury, information systems and pensions in this high profile \$2B, nine-country region. Accomplishments include \$400M Japan facility project financing, listing RJRN on the Tokyo Exchange, financing operations in China and the Philippines, and acquisition of a Thai company

**TREASURER, AMERICAS** (1981-83); **MGR, CASH & BANKING** (1979-81); **MGR, FX** (1977-1979)

References available on request.



# City of MIAMI SPRINGS Florida

ADMINISTRATIVE OFFICES  
201 WESTWARD DRIVE  
MIAMI SPRINGS, FL 33166

## APPLICATION FOR EMPLOYMENT

TELEPHONE  
(305) 805-5008

"An Equal Opportunity Employer"

**INSTRUCTIONS: Please print or type all information.** The application must be filled out accurately and completely. Answer all questions. Do not leave an item blank. If an item does not apply, write N/A (not applicable). If you need additional space to answer a question fully, you may use full sheets of paper that are the same size as this page. On each additional page, be sure to include your name, the position title, and the announcement number. You may also attach copies of documents or certificates which support your application. All materials submitted become the property of the City and will not be returned. Nothing can be added to your application after the announcement period has closed. All statements made on the application are subject to verification. Exaggerated, false, or misleading statements may be cause for rejection of the application and/or termination of employment.

### 1. NAME

Last Name <b>GORLAND</b>	First Name <b>RONALD</b>	M.I. <b>R</b>
-----------------------------	-----------------------------	------------------

### 2. SOCIAL SECURITY NO.

[REDACTED]

### 3. POSITION APPLYING FOR

**CITY MANAGER**

### TODAY'S DATE

**11.17.2011**

### 5. JOB ANNOUNCEMENT NUMBER

### 6. WHEN AVAILABLE

**IMMEDIATELY**

### 7. APPLYING FOR

Full time       Part time       Will Call  
CHECK ALL RESPONSES THAT APPLY

If you require assistance with testing due to a disability, please notify our staff.

### 8. HOME TELEPHONE NUMBER

Area code	Number
<b>305</b>	<b>888.4045</b>

### OTHER TELEPHONE NUMBER

Area code	Number
<b>305</b>	<b>805.5012</b>

### 9. DRIVERS LICENSE:

Do you have a valid license?  Yes     No  
License Type:  Operator     CDL    Class \_\_\_\_\_  
Endorsement Code **+ MOTORCYCLE**  
[REDACTED]  
License # \_\_\_\_\_ State \_\_\_\_\_ Exp. Date \_\_\_\_\_

### 10. PRESENT ADDRESS

Street Address <b>242 Pinecrest Drive</b>		
City <b>MIAMI SPRINGS</b>	State <b>FL</b>	Zip Code <b>33166</b>

How long have you lived at present address? Years \_\_\_\_\_ Months \_\_\_\_\_

### 11. PREVIOUS ADDRESS

Street Address <b>560 HUNTING LODGE DRIVE, MIAMI SPRINGS, FL</b>		
City <b>MIAMI SPRINGS</b>	State <b>FL</b>	Zip Code <b>33166</b>

How long did you live at this address? Years \_\_\_\_\_ Months \_\_\_\_\_



**12. EDUCATION AND SPECIAL TRAINING**

Circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12  
 High School Diploma (Check):  Yes  No If yes, date received: 6 / 1 / 1962  
 (Month) (Year)  
 Equivalency - GED (Check):  Yes  No If yes, date received: 1 / 1 / 1962  
 (Month) (Year)  
 Name and location of last HIGH SCHOOL attended: HIALEAH SR. HIGH HIALEAH, FL  
 Name City State

List Special Training (Business, Trade, Vocational, Armed Forces Schools, etc.) Below:

Name and Location	Dates Attended				Total Months Completed	Courses or Subject Taken	Certificates given or other pertinent information
	From		To				
	Mo.	Yr.	Mo.	Yr.			
<u>U.S. ARMY Active Duty</u> <u># 1 " Reserves</u>	<u>6</u>	<u>66</u>	<u>8</u>	<u>78</u>	<u>2</u>	<u>LEADERSHIP</u> <u>&amp; MANAGEMENT</u>	<u>Completed All</u>
<u>ALL EMPLOYERS</u>	<u>8</u>	<u>72</u>	<u>CONTINENT</u>		<u>2</u>	<u>VARIOUS</u> <u>TECHNICAL</u>	<u>"</u>

List Colleges and Universities Attended Below:

Name and Location	Dates Attended				Credit Hours Received		Grade Point Average	Major/Minor Degree Field or Program of Study	Degree Received
	From		To		Sem.	Qtr.			
	Mo.	Yr.	Mo.	Yr.					
<u>UNIV. OF FLORIDA</u> <u>GAINESVILLE, FL</u>	<u>9</u>	<u>62</u>	<u>6</u>	<u>64</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>INDUSTRIAL</u> <u>ENGINEERING</u>	<u>NONE</u>
<u>FLORIDA STATE UNIV</u> <u>TALLAHASSEE, FL</u>								<u>MANAGEMENT</u> <u>FINANCE</u>	<u>BSBA</u>

**13. EMPLOYMENT RECORD** — List all jobs held in the last TEN years and any other jobs relevant to the position for which you are applying. Major changes in duties or job titles with the same employer should be listed as separate jobs. Start with your PRESENT or MOST RECENT position and work back BE SPECIFIC — all or part of your rating may depend on the information you provide. If additional space is needed, please use continuation sheet. Periods of unemployment should be listed separately in Section 14. NOTE: We may contact previous employers to verify your descriptions of past duties.

May we contact your present employer regarding your record of employment? Yes  No

**(Job 1) Present or Most Recent Job**

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
<u>3</u>	<u>04</u>	<u>PRESENT</u>		<u>7</u>	<u>9</u>

Hours per week: 40+  
 Starting Salary: \$ 89,000 per YEAR  
 Last Salary: \$ 112,000 per YEAR

Employer: CITY OF MIAMI SPRINGS  
 Address: 201 WESTWIND DR.  
 Telephone Number: 305.888.7976  
 Your Job Title: ASSISTANT CITY MANAGER  
 Supervisor's Name and Title: JIM BORGEMANN, CITY MANAGER  
 Reason for Leaving Position: POSITION ELIMINATED

Specific Duties:

SEE RESUME

Number of employees supervised (if applicable):

**(Job 2) Previous Job**

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
<u>12</u>	<u>99</u>	<u>12</u>	<u>03</u>	<u>3</u>	<u>0</u>

Hours per week: 40+  
 Starting Salary: \$ 125,000 per YR +  
 Last Salary: \$ 175,000 per YR +

Employer: SI CORPORATION  
 Address: 3500 LENOX RD, SUITE 200 ATL, GA  
 Telephone Number: (404) 923.6749  
 Your Job Title: VP TREASURER FINANCIAL SERVICES  
 Supervisor's Name and Title: MATT HALE, SUP & CFO  
 Reason for Leaving Position: REORGANIZATION

Specific Duties:

TREASURY, FOREIGN EXCHANGE, INVESTING, BORROWING,  
REGULATORY FINANCING, BANKING, STOCK, INSURANCE,  
CASH, ACCTS PAYABLE, PAYROLL, TAX, PROCUREMENT, COLLECTIONS,  
CREDIT FACILITIES, RETIREMENT FUNDS, ORGANIZATIONAL DEVELOPMENT

Number of employees supervised (if applicable): 5 DIRECT ; 25 INDIRECT

(Job 3) Previous Job

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
9	98	12	99	1	3

Hours per week \_\_\_\_\_

Starting Salary \$ 125,000<sup>+</sup> per YR

Last Salary \$ 130,000<sup>+</sup> per YR

Employer: PIEK CORP.  
 Address: ATLANTA, GA  
 Telephone Number: \_\_\_\_\_  
 Your Job Title: VP TREASURER  
 Supervisor's Name and Title: HARVEY WAGNER  
 Reason for Leaving Position: STAFF DECENTRALIZATION

Specific Duties: \_\_\_\_\_

SEE RESUME

Number of employees supervised (if applicable):

5 DIRECT ; 20 INDIRECT

(Job 4) Previous Job

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
1	88	9	98	10	8

Hours per week \_\_\_\_\_

Starting Salary \$ 85,000<sup>+</sup> per YR

Last Salary \$ 129,000<sup>+</sup> per YR

Employer: BLOUNT INT'L  
 Address: MONTGOMERY, AL  
 Telephone Number: \_\_\_\_\_  
 Your Job Title: TREASURER  
 Supervisor's Name and Title: JOE MCINNIS  
 Reason for Leaving Position: REORGANIZATION

Specific Duties: \_\_\_\_\_

CASH, BORROWING, FINANCING, INVESTING, FOREIGN EXCHANGE  
PENSION FUNDS (SEE RESUME)

Number of employees supervised (if applicable):

5 DIRECT, + 25 INDIRECT

14. LIST ANY RELEVANT VOLUNTEER WORK AND ALL PERIODS OF UNEMPLOYMENT DURING THE PAST 10 YEARS.

From		To		Description of Activities or Volunteer Work
Mo.	Yr.	Mo.	Yr.	
8	78	7	83	ESTABLISHED AND RAN A 260 CHILDREN SOCCER PROGRAM
8	78	7	83	COACH SOCCER
8	78	7	86	COACHED BASEBALL
1	78	8	83	MEMBER JAYCEES
7	03	3	04	CONSULTANT

15. SPECIFIC SKILLS — List below the Job Number from your Employment Record (Section 13) and total number of months of experience in skillfully operating the equipment and/or total number of months of substantial experience in craft(s), trade(s), or technical profession(s).

No. of Mths.	Job No.	List of Office & Related Equipment Operated	No. of Mths.	Job No.	List of All Other Equipment Operated	No. of Mths.	Job No.	List of Crafts, Trades & Technical Professions
		<u>COMPUTERS &amp; POPULAR SOFTWARE</u>						

16. List memberships(s) in professional, job-related organizations: FINANCIAL EXECUTIVES INSTITUTE  
Miami-DADE COUNTY CITY MANAGERS ASSOCIATION (MDCOMA)

17. List any active professional, technical, occupational licenses or certificates and registrations you now hold.

N/A

18. List awards, commendations, or other recognition received for outstanding achievement in school, military service, your work, or civic duties: BRONZE STAR FOR VALOR & BATTLEFIELD PROMOTION TO CAPTAIN; HIGHEST RANK MAJOR IN ARMY RESERVES; MAX ANNUAL BONUS \$5  
HOLD TOP-SECRET CLEARANCE IN MILITARY AND IN CORPORATE CAREER

**19. VETERAN PREFERENCE:** According to Florida State Statutes, you may be eligible for 5 preference points if you are a wartime veteran with an honorable discharge or 10 points if you are a disabled veteran currently receiving disability benefits. Veterans who have been employed by the State of Florida or one of its Counties, Cities, etc., and/or retired military personnel are excluded from these Statutes. POINTS WILL BE AWARDED ONLY IF YOU SUBMIT A COPY OF PROPER DOCUMENTATION SHOWING DATES OF ENTRY AND SEPARATION AND, IF DISABLED, PROOF OF CURRENT RECEIPT OF DISABILITY BENEFITS **WITH YOUR APPLICATION.**

Did you serve in the Armed Services? Yes  No  Is your discharge honorable? Yes  No

Are you claiming Veteran's Points? Yes  No  Are you retired from the military? Yes  No

Are you or have you ever been employed by the State of Florida or one of its Counties, Cities, etc.? Yes  No

**20. Have you ever worked for the City of Miami Springs?**

No  Yes

If yes, please give date(s) of employment: \_\_\_\_\_

3.2004 — PRESENT

Employing Division(s): CITY MANAGER OFFICE

**21. Are you related to a city employee or is any member of your household employed by the City of Miami Springs?**

No  Yes  If yes, please give the person's:

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

Relationship to you: \_\_\_\_\_

Employing Division: \_\_\_\_\_

**22. Since your 18th birthday, have you been CONVICTED of ANY violation of the law, other than minor traffic offenses, or pleaded NOLO CONTENDERE to criminal charges, even if adjudication was withheld?** No  Yes  If yes, please give:

Nature of offense: \_\_\_\_\_

Name and location of court: \_\_\_\_\_

Disposition of case: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE:** A conviction does not automatically mean you cannot be employed by the City. The nature of the offense, how long ago it occurred, etc. are given consideration.

**23. How did you learn about the position for which you are applying?** — Check the response that applies.

- Newspaper ad  Visit to H.R. Department  Florida State Employment Agency  
 City Employee  Interest Card  Recruiting Program — Career Day  
 High School  College Counselor (please specify) \_\_\_\_\_  
 Other Source (please specify) \_\_\_\_\_  Professional Journal

**24. REFERENCES:** List three (3) personal references who are not relatives or former employers.

Name and Occupation	Address	Telephone No.	Years Known
Manuel Perez-Vichot Architect	1056 HUNTING LODGE DR. MIAMI SPRINGS, FL 33166	OFF: 305.592.2403 Cell 305.989.4132	7 1/2
Ernesto Aloma ENGINEER	258 PINELAKE DRIVE MIAMI SPRINGS, FL 33166	OFF 305.446.2788 Cell 305.986.3108	7 1/2
Joellen Morgan Phillips MARKETING	372 DELCON DRIVE MIAMI SPRINGS, FL 33166	Home 305.987.2685 Cell 305.801.7878	7 1/2

**IMPORTANT:** Employment is subject to verification of an applicant's background. Persons selected for employment must (1) present a valid social security card, (2) take a Loyalty Oath, as per Florida Statute, Section 876.05 and (3) subsequent to an offer of employment, pass a medical examination by a City physician. The medical examination may include testing for current use of drugs and/or controlled substances. If traces of drugs or controlled substances are present in a candidate's blood or urine and have NOT been obtained and taken as directed by a valid prescription, the candidate WILL NOT be given further consideration under the present announcement for this classification. Additionally, the City is required by federal law to verify having seen documents, which the applicant must provide as part of employment processing, that show the applicant's identity and right to work in the United States.

**APPLICANT: PLEASE READ THIS STATEMENT CAREFULLY BEFORE SIGNING BELOW.**

I hereby certify that each response on this application and all other information I have furnished in applying for employment with the City of Miami Springs is true and correct. I understand that any incorrect, incomplete, or false statement or information I have furnished may subject me to disqualification in an examination or to discharge at any time. Subsequent to an offer of employment, I give my voluntary consent to be medically examined and to provide a sample of my blood or urine which may be tested for recent use of drugs and/or controlled substances. Further, I release Miami Springs, its officers, agents, and employees from any liability whatsoever in connection with such a medical examination or the use of the test results therefrom.

Signature of applicant \_\_\_\_\_

Date 11.17.2011

**Kenneth R. Fields**

September 27, 2011

Loretta M. Boucher, Human Resources Director  
City of Miami Springs  
201 Westward Drive  
Miami Springs, FL, 33166

DITTEL 2011 SEP 28

2011 SEP 30 A 10:28

Dear Ms. Boucher

This letter is submitted in response to the search by the **City of Miami Springs** for a **City Manager**. I believe my resume highlights my broad experience in both the public and private sectors and demonstrates how my specific skills and experience match up with the City's needs.

I offer specific strengths in budgeting and finance, administration, human resources, public safety including emergency management, technology and especially the use of capital investment as a tool for economic development and redevelopment. I also have extensive experience in utilities, intergovernmental relations and utilizing shared services with other jurisdictions. I have served governments in South Florida for the past seventeen years and I clearly understand the issues facing all Florida municipalities in the current economic climate. I have proposed innovative solutions to maintain government services and generating additional revenues. I have a record of getting things done.

Throughout my career I have demonstrated the ability to be innovative, creative and able to implement change and improvement in the organizations I've worked for. I also have excellent communications skills, both written and oral, and believe in an informal and open style of management. My years in government have taught me how important communication is in maintaining ongoing dialogue between the elected officials to whom you report, the citizens you serve and the staff that provides these services. I am not afraid to express my opinions but understand that the final decision always remains with the elected officials I report to.

I believe my resume addresses all of the areas that the City of Miami Springs is looking for in a City Manager. In addition to my formal duties, I have been involved in the community and especially in building bridges between local jurisdictions and the county and state governments to improve the ability of my municipality to provide services. I am also proud that in all of my public positions I have been succeeded by persons I hired or trained. However, what a resume can never represent is my sense of humor, belief in leadership, ethical standards or dedication to public service and willingness to serve my citizens.

I look forward to meeting with you to further discuss how my skills and experience can benefit the City of Miami Springs. Thank you for your consideration and I hope to hear from you shortly.

Sincerely,



Kenneth Fields



Kenneth R. Fields

1064 SW 9th Ave  
Boca Raton, FL  
33486

CELL

954-610-6672

EMAIL

kfields@bellsouth.com

## City Manager

### **Operations / Budget and Finance / Public Safety / Technology / Human Resources / Labor Relations / Economic Development**

Accomplished high level executive with experience in the public and private sectors. Innovative, resourceful and creative goal oriented problem solver. Highly skilled in financial management, budget planning, cost control, using technology and establishing sound working relationships with team members and outside resources. Able to manage in diverse and fractious environments with a record of innovation, achievement and improvements in service. History of identifying and developing management talent to assure continuity and improved professionalism of staff. Excellent written and verbal communication skills including media relations. Ability to listen and hear elected officials, citizens, employees and other stakeholders to develop and determine organizational goals and objectives.

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### **RELEVANT EXPERIENCE**

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#### **Village Manager, Islamorada, Village of Islands, Florida** 2008 – 2010

- Directed all Village departments including planning, public works, utilities, capital construction, police, fire-rescue and emergency management, building and code enforcement, parks and recreation and finance.
- Maintained Village services in the face of declining property tax base through reorganization, job consolidation, wage and benefit freezes and/or reductions, and increased use of technology;
- Completed on time and on budget over \$8 million of major capital improvement projects including new Village Administrative Center and Public Safety Headquarters, Community Center, Fire Station and Marina Bathhouse;
- Obtained FEMA funding for half the cost of the new Village Administration Building and Public Safety Center, (\$2.8 million), replacing space rental costs with lower debt service;
- Initiated completion of Village's \$127 million wastewater collection and treatment system to achieve compliance with State mandated standards and eliminating septic systems;
- Negotiated with the Department of Environmental Protection to prevent operators of on-site package wastewater treatment plants from having to pay twice for upgraded treatment technology to meet state standards; led to new legislation extending the deadline for compliance by five years;
- Developed cost reduction and productivity opportunities by cooperatively providing services with other jurisdictions.

#### **Executive Administrative Officer (Equivalent to City/County Manager), Seminole Tribe of Florida, Hollywood, Florida** 2002 – 2006

- Directed all Tribal government programs including public safety, public works, utilities, capital construction, planning, recreation, building code enforcement, buildings and grounds, elder affairs, social services, public health, education, housing, environmental protection and aviation; with 1,500 employees and annual budget of over \$200 Million.
- Reorganized over thirty tribal programs into five groups to improve management control and coordination.
- Initiated implementation of a new automated financial management system to eliminate transportation of paper documents between seven tribal locations across state;
- Improved productivity and professionalism by raising hiring standards and rewriting personnel policies. Result was upgraded services with fewer client complaints.
- Initiated the accreditation process for the tribal police department while doubling the size of the force to over one hundred thirty certified officers and created professional fire-rescue service of over seventy five cross-trained Fire Fighter/EMT/Paramedic personnel.
- Created an emergency management function to coordinate emergency response for natural disasters, large scale public events and terrorist threats for reservations and a major tourist attraction with up to 45,000 visitors a day.
- Initiated creation of reservation charter school to allow dual language education of tribal children;
- Developed comprehensive land use planning program to support multi-year capital budget for infrastructure investment. Total planned projects exceeded \$300 Million in utilities, community facilities, roads, recreation and housing.

**Assistant City Manager, City of Hollywood, Florida**

1994 – 2002

**Director, Office of Management and Budget, City of Hollywood, Florida**

- Managed coastal city with workforce of 1500 and an annual operating budget of \$225 million by providing analytical support to the City Manager for all major decisions with a potential fiscal impact including developer proposals and other economic development initiatives;
- Supervised Offices of Management and Budget, Human Resources and Risk Management, Information Technology, and Communications;
- Created multi-year capital investment plan of \$100 Million to improve infrastructure and encourage investment. Private sector investment in the city increased more than 100% in year after initiation of projects.
- Conducted collective bargaining with five unions representing over 1300 employees. Succeeded in obtaining management rights concessions from all units allowing increased wage and benefit costs to be offset by greater productivity through more flexible staff management.
- Negotiated contracts with health care providers for a self-insured employee health benefits plan. New contracts reduced potential costs by 35% and tied increases to federal reimbursement rates.
- Created new Community Redevelopment Agency to lead redevelopment of beach area of the City.
- Analyzed operations of all city departments to identify ways to improve effectiveness and efficiency of services to citizens and visitors;
- Prepared the annual operating budget and developed long term financial strategies with an emphasis on alternative revenue sources and controlling personnel costs (including pensions and health care).
- Introduced performance measurements as part of budget process and creation of budget document in GFOA compliant format.

**Director, Business Operations, Software Engineering Institute, Carnegie Mellon University, Pittsburgh, Pennsylvania**

1988-1993

- Directed financial management, facilities management, and administrative support services of a 300 person, \$35 million federally funded research and development center.
- Maintained the same staff level in Business Operations while the institute grew from an approximately \$18 million and 150 person operation to a \$38 million and 300 person operation.
- Participated as a member of the management team implementing a Total Quality Management (TQM) methodology through extensive training, teaching and inspection designed to improve overall efficiency and results.

**Manager, National Government Services Group, Arthur Young & Company,**

1983-1988

- Managed local, state and federal government and non-profit organization consulting projects in the Mid-Atlantic region and then on a national basis.
- Converted a state government to GAAP based financial reporting and supported installation of a new automated financial management system.
- Conducted management and/or operations reviews of a major health insurer, school financial and general management processes, and a Federal agency's budget process;
- Evaluated the financial management, overall management and development capabilities of arts and cultural organizations for the National Endowment for the Arts;

**Budget and Research Officer/Fiscal Officer****Assistant Director for Labor Relations, City of Pittsburgh, Pennsylvania**

1976-1983

- Prepared the Mayor's annual budget of approximately \$150 million for a workforce of over 4500 serving a population of 450,000;
- Developed budget policy, reviewed departmental budget requests, and advised on tax and revenue policy. Created the city's first comprehensive management and budget office;
- Served as lead management negotiator in collective bargaining with nine labor units covering 4000 employees;
- Introduced statistical revenue forecasting techniques, quantitative management analysis methods, and automation of the budget preparation process.

**EDUCATION**

**MS - Public Policy and Management, Carnegie-Mellon University, H. John Heinz III College of Public Policy and Management, Pittsburgh, Pennsylvania.**

**BIE - Industrial Engineering/Operations Research, Cornell University, Ithaca, New York.**

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**AFFILIATIONS**

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International City Management Association  
Florida City and County Management Association

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**COMMUNITY INVOLVEMENT**

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Leadership Monroe County-Participant and Organizer of Florida Keys Days during Legislative Session  
Leadership Hollywood-Participant and Organizer of Local Government Day  
Boca Bobcats (Ice hockey team for Boca Raton High School in FSHL)-Former Volunteer Coach  
Soccer Association of Boca Raton – Former Volunteer Coach  
Softball Association of Boca Raton – Former Volunteer Coach





City of  
**MIAMI SPRINGS**  
Florida

ADMINISTRATIVE OFFICES  
201 WESTWARD DRIVE  
MIAMI SPRINGS, FL 33166

## APPLICATION FOR EMPLOYMENT

TELEPHONE  
(305) 805-5008

"An Equal Opportunity Employer"

**INSTRUCTIONS: Please print or type all information.** The application must be filled out accurately and completely. Answer all questions. Do not leave an item blank. If an item does not apply, write N/A (not applicable). If you need additional space to answer a question fully, you may use full sheets of paper that are the same size as this page. On each additional page, be sure to include your name, the position title, and the announcement number. You may also attach copies of documents or certificates which support your application. All materials submitted become the property of the City and will not be returned. Nothing can be added to your application after the announcement period has closed. All statements made on the application are subject to verification. Exaggerated, false, or misleading statements may be cause for rejection of the application and/or termination of employment.

<b>1. NAME</b>		
Last Name <u>Fields</u>	First Name <u>Kenneth</u>	M.I.
<b>2. SOCIAL SECURITY NO.</b> [REDACTED]		<b>3. POSITION APPLYING FOR</b> <u>City Manager</u>
<b>4. TODAY'S DATE</b> <u>11/22/2011</u>	<b>5. JOB ANNOUNCEMENT NUMBER</b>	<b>6. WHEN AVAILABLE</b>
<b>7. APPLYING FOR</b> <input checked="" type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Will Call CHECK ALL RESPONSES THAT APPLY		<b>If you require assistance with testing due to a disability, please notify our staff.</b>
<b>8. HOME TELEPHONE NUMBER</b>		<b>9. DRIVERS LICENSE:</b>
Area code <u>561</u>	Number <u>367-9770</u>	Do you have a valid license? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>OTHER TELEPHONE NUMBER</b>		License Type: <input checked="" type="checkbox"/> Operator <input type="checkbox"/> CDL      Class _____
Area code <u>954</u>	Number <u>610-6672</u>	Endorsement Code _____
		[REDACTED] License #      [REDACTED] State      [REDACTED] Exp. Date
<b>10. PRESENT ADDRESS</b>		
Street Address <u>1064 SW 9th Ave</u>		
City <u>Boca Raton</u>	State <u>FL</u>	Zip Code <u>33486</u>
How long have you lived at present address? Years <u>9</u> Months <u>9</u>		
<b>11. PREVIOUS ADDRESS</b>		
Street Address <u>1317 SW 9th St</u>		
City <u>Boca Raton</u>	State <u>FL</u>	Zip Code <u>33486</u>
How long did you live at this address? Years <u>7</u> Months <u>6</u>		

Circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12

High School Diploma (Check):  Yes  No If yes, date received: \_\_\_\_\_ (Month) (Year)

Equivalency -- GED (Check):  Yes  No If yes, date received: \_\_\_\_\_ (Month) (Year)

Name and location of last HIGH SCHOOL attended: \_\_\_\_\_ Name City State

List Special Training (Business, Trade, Vocational, Armed Forces Schools, etc.) Below:

Name and Location	Dates Attended				Total Months Completed	Courses or Subject Taken	Certificates given or other pertinent information
	From		To				
	Mo.	Yr.	Mo.	Yr.			

List Colleges and Universities Attended Below:

Name and Location	Dates Attended				Credit Hours Received Sem. Qtr.	Grade Point Average	Major/Minor Degree Field or Program of Study	Degree Received
	From		To					
	Mo.	Yr.	Mo.	Yr.				
Cornell University, Ithaca, NY			6	69			Industrial Eng.	BIE
Carnegie Mellon University, Pittsburgh, PA			5	72			Public Management/Policy	MS

**13. EMPLOYMENT RECORD** — List all jobs held in the last TEN years and any other jobs relevant to the position for which you are applying. Major changes in duties or job titles with the same employer should be listed as separate jobs. Start with your PRESENT or MOST RECENT position and work back BE SPECIFIC — all or part of your rating may depend on the information you provide. If additional space is needed, please use continuation sheet. Periods of unemployment should be listed separately in Section 14. NOTE: We may contact previous employers to verify your descriptions of past duties.

May we contact your present employer regarding your record of employment? Yes  No

(Job 1) Present or Most Recent Job

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
3	2008	10	2010	2	7

Hours per week \_\_\_\_\_  
 Starting Salary \$ \_\_\_\_\_ per \_\_\_\_\_  
 Last Salary \$ 162,000 per Yr

Employer: Islamorada, Village of Islands  
 Address: 86800 Overseas Highway, Islamorada, FL 33036  
 Telephone Number: 305-664-6400  
 Your Job Title: Village Manager  
 Supervisor's Name and Title: Village Council  
 Reason for Leaving Position: Election of new Village Council

Specific Duties: Directed all Village departments including planning, public works, utilities, capital construction, police, fire-rescue and emergency management, building and code enforcement, parks and recreation and finance.

Number of employees supervised (if applicable): ~112

(Job 2) Previous Job

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.
2	2002	10	2006	4	8

Hours per week \_\_\_\_\_  
 Starting Salary \$ \_\_\_\_\_ per \_\_\_\_\_  
 Last Salary \$ 245,000 per Year

Employer: Seminole Tribe of Florida  
 Address: 6300 Stirling Road, Hollywood, FL 33024  
 Telephone Number: 954-966-6300  
 Your Job Title: Executive Administrative Officer  
 Supervisor's Name and Title: Tribal Council  
 Reason for Leaving Position: Replaced by Tribal Member

Specific Duties: Directed all Tribal government programs including public safety, public works, utilities, capital construction, planning, recreation, building code enforcement, buildings and grounds, elder affairs, social services, public health, education, housing, environmental protection and aviation; with 1,500 employees and annual budget of over \$200 Million

Number of employees supervised (if applicable): \_\_\_\_\_

Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.

Hours per week \_\_\_\_\_  
 Starting Salary \$ \_\_\_\_\_ per \_\_\_\_\_  
 Last Salary \$ \_\_\_\_\_ per \_\_\_\_\_

Address: \_\_\_\_\_  
 Telephone Number: \_\_\_\_\_  
 Your Job Title: \_\_\_\_\_  
 Supervisor's Name and Title: \_\_\_\_\_  
 Reason for Leaving Position: \_\_\_\_\_

Specific Duties \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Number of employees supervised (if applicable): \_\_\_\_\_

**(Job #) Previous Job**

From		To		Total Time	
Mo.	Yr.	Mo.	Yr.	Yrs.	Mths.

Hours per week \_\_\_\_\_  
 Starting Salary \$ \_\_\_\_\_ per \_\_\_\_\_  
 Last Salary \$ \_\_\_\_\_ per \_\_\_\_\_

Employer: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone Number: \_\_\_\_\_  
 Your Job Title: \_\_\_\_\_  
 Supervisor's Name and Title: \_\_\_\_\_  
 Reason for Leaving Position: \_\_\_\_\_

Specific Duties: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Number of employees supervised (if applicable): \_\_\_\_\_

**14. LIST ANY RELEVANT VOLUNTEER WORK AND ALL PERIODS OF UNEMPLOYMENT DURING THE PAST 10 YEARS.**

From		To		Description of Activities or Volunteer Work
Mo.	Yr.	Mo.	Yr.	

**15. SPECIFIC SKILLS -- List below the Job Number from your Employment Record (Section 13) and total number of months of experience in skillfully operating the equipment and/or total number of months of substantial experience in craft(s), trade(s), or technical profession(s).**

No. of Mths.	Job No.	List of Office & Related Equipment Operated	No. of Mths.	Job No.	List of All Other Equipment Operated	No. of Mths.	Job No.	List of Crafts, Trades & Technical Professions

16. List memberships(s) in professional, job-related organizations: \_\_\_\_\_  
 \_\_\_\_\_

17. List any active professional, technical, occupational licenses or certificates and registrations you now hold. \_\_\_\_\_  
 \_\_\_\_\_

18. List awards, commendations, or other recognition received for outstanding achievement in school, military service, your work, or civic duties: \_\_\_\_\_  
 \_\_\_\_\_

employed by the State of Florida or one of its Counties, Cities, etc., and/or retired military personnel are excluded from these Statutes. POINTS WILL BE AWARDED ONLY IF YOU SUBMIT A COPY OF PROPER DOCUMENTATION SHOWING DATES OF ENTRY AND SEPARATION AND, IF DISABLED, PROOF OF CURRENT RECEIPT OF DISABILITY BENEFITS WITH YOUR APPLICATION.

Did you serve in the Armed Services? Yes \_\_\_\_\_ No X Is your discharge honorable? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you claiming Veteran's Points? Yes \_\_\_\_\_ No \_\_\_\_\_ Are you retired from the military? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you or have you ever been employed by the State of Florida or one of its Counties, Cities, etc.? Yes \_\_\_\_\_ No \_\_\_\_\_

<p>20. Have you ever worked for the City of Miami Springs? No <u>X</u> Yes _____</p> <p>If yes, please give date(s) of employer: _____ _____</p> <p>Employing Division(s): _____</p>	<p>21. Are you related to a city employee or is any member of your household employed by the City of Miami Springs?</p> <p>No <u>X</u> Yes _____ If yes, please give the person's: Name: _____ Relationship to you: _____ Employing Division: _____</p>
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22. Since your 18th birthday, have you been CONVICTED of ANY violation of the law, other than minor traffic offenses, or pleaded NOLO CONTENDERE to criminal charges, even if adjudication was withheld? No X Yes \_\_\_\_\_ If yes, please give:  
Nature of offense: \_\_\_\_\_  
Name and location of court: \_\_\_\_\_  
Disposition of case: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE:** A conviction does not automatically mean you cannot be employed by the City. The nature of the offense, how long ago it occurred, etc. are given consideration.

23. How did you learn about the position for which you are applying? — Check the response that applies.

_____ Newspaper ad	_____ Visit to H.R. Department	_____ Florida State Employment Agency
_____ City Employee	_____ Interest Card	_____ Recruiting Program — Career Day
_____ High School	_____ College Counselor	(please specify) _____
<u>X</u> Other Source (please specify) <u>Newspaper</u>	_____ Professional Journal	

24. REFERENCES: List three (3) personal references who are not relatives or former employers.

Name and Occupation	Address	Telephone No.	Years Known
David Keller Assistant City Manager City of Weston, Florida	17200 Royal Palm Blvd. Weston, FL 33326	954-385-2000	15
Roman Gastesi County Administrator Monroe County, FL	1100 Simonton St. Key West, FL 33040	305-292-4441	3
Nina Boniske Village Attorney Islamorada, Village of Islands Weiss Serota Helfman Pastoriza & Cuedes, P.A.	2525 Ponce DeLeon Blvd., Suite 700 Coral Gables, FL 33134	305-854-0800	3

**IMPORTANT:** Employment is subject to verification of an applicant's background. Persons selected for employment must (1) present a valid social security card, (2) take a Loyalty Oath, as per Florida Statute, Section 876.05 and (3) subsequent to an offer of employment, pass a medical examination by a City physician. The medical examination may include testing for current use of drugs and/or controlled substances. If traces of drugs or controlled substances are present in a candidate's blood or urine and have NOT been obtained and taken as directed by a valid prescription, the candidate WILL NOT be given further consideration under the present announcement for this classification. Additionally, the City is required by federal law to verify having seen documents, which the applicant must provide as part of employment processing, that show the applicant's identity and right to work in the United States.

**APPLICANT: PLEASE READ THIS STATEMENT CAREFULLY BEFORE SIGNING BELOW.**

I hereby certify that each response on this application and all other information I have furnished in applying for employment with the City of Miami Springs is true and correct. I understand that any incorrect, incomplete, or false statement or information I have furnished may subject me to disqualification in an examination or to discharge at any time. Subsequent to an offer of employment, I give my voluntary consent to be medically examined and to provide a sample of my blood or urine which may be tested for recent use of drugs and/or controlled substances. Further, I release Miami Springs, its officers, agents, and employees from any liability whatsoever in connection with such a medical examination or the use of the test results therefrom.

Signature of applicant \_\_\_\_\_ Date 11/22/2011



AGENDA ITEM

9C

BACK-UP TO BE

SUBMITTED BY

CALVIN, GIORDANO

& ASSOCIATES

AT THE MEETING



# CITY OF MIAMI SPRINGS



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

TO: MAYOR ZAVIER GARCIA AND MEMBERS OF THE CITY COUNCIL  
VIA: JAMES BORGMANN, CITY MANAGER  
FR: WILLIAM ALONSO, FINANCE DIRECTOR  
DATE: DECEMBER 12, 2011  
SUBJECT: UPDATE TO PROPOSED FUND BALANCE DESIGNATIONS

Since we have now completed our audit of our financial statements for FY2011 and have been informed by our Auditors that there will be no adjustments to our figures, we are providing you with the attached "Proposed Fund Balance Designations" in an effort to update these designations for FY2012. As you can see from this report, we finished FY2011 with an available fund balance of \$4,903,778. This means that we must reduce our current designations by \$514,867 so that we can maintain our 25% requirement.

The amount available for designation this year is \$1,130,504, we have recommended some reductions (highlighted) so that Council may consider them. The balance of the \$4,903,778 fund balance is used as follows: \$273,274 in encumbrances that were appropriated in the FY2012 budget, and \$3,500,000 to be retained as unreserved, undesignated according to the GFOA.

The GFOA recommends that a minimum of 15% of annual expenses be maintained as an undesignated, unrestricted fund balance. However, higher percentages should be used in those areas designated high risk to natural disasters, that is why after these designations Miami Springs will have approximately 25% of annual expenditures as undesignated, unrestricted fund balance.

These Council designations may be reduced, increased, transferred, or otherwise cancelled by the Council at anytime. The purpose of the designations is to designate funds for future needs and projects of the City. It also ensures that residents and/or outside third parties understand that the City is planning for the future needs of the community and how to fund for those needs.

We recommend that Council approve these designations. We will monitor and report to council on an interim basis as to the status of the designations. Council will approve any usage of funds from these designations before expenditures are incurred.

Agenda Item No.

City Council Meeting of:

DEC 12, 2011



**CITY OF MIAMI SPRINGS  
PROPOSED GENERAL FUND BALANCE DESIGNATIONS  
PROJECTED FISCAL YEAR 2011-2012**

<u>DESIGNATION</u>	<u>Balance 9/30/2011</u>	<u>FY2011-12</u>		<u>Balance 9/30/2012</u>
		<u>Additions</u>	<u>Reductions</u>	
<b>Parks and Recreation:</b>				
Gymnasium/Recreation building	\$ 53,636	-	-	\$ 53,636
<b>Total Recreation Designations</b>	<b>53,636</b>	<b>-</b>	<b>-</b>	<b>53,636</b>
<b>Skate Board Park</b>	<b>275,000</b>	<b>-</b>	<b>275,000</b>	<b>-</b>
<b>Senior Center:</b>				
Senior Center Building	280,000	-	100,000	180,000
Senior Center Van	20,000	-	20,000	-
<b>Total Senior Center Designations</b>	<b>300,000</b>	<b>-</b>	<b>120,000</b>	<b>180,000</b>
<b>Downtown Revitalization</b>	<b>136,735</b>	<b>-</b>	<b>-</b>	<b>136,735</b>
<b>Contingency-Hurricane Costs</b>	<b>500,000</b>	<b>-</b>	<b>-</b>	<b>500,000</b>
<b>Pool improvements</b>	<b>280,000</b>	<b>-</b>	<b>19,867</b>	<b>260,133</b>
<b>Linear Park</b>	<b>100,000</b>	<b>-</b>	<b>100,000</b>	<b>-</b>
<b>Total proposed designations</b>	<b>\$ 1,645,371</b>	<b>\$ -</b>	<b>\$ 514,867</b>	<b>\$ 1,130,504</b>
Encumbrances appropriated FY2012	\$ -	\$ 273,274		\$ 273,274
<b>Total Available Fund Balance</b>	<b>4,903,778</b>	<b>-</b>	<b>-</b>	<b>4,903,778</b>
Unrestricted, Undesignated fund Balance	<u>3,258,407</u>			<u>3,500,000</u>
				<u>25% of FY11-12 Budgeted expenditures.....</u>
				<u>\$ 3,500,000</u>
				<b>Excess(deficit) funds available for designation</b>
				<b>\$ -</b>



LOCAL & STATE

THURSDAY, DECEMBER 1, 2011 | 5B



**NOTICE OF PUBLIC HEARING  
AMENDING THE COMPREHENSIVE PLAN OF  
MIAMI SPRINGS, FLORIDA**

**NOTICE IS HEREBY GIVEN** that the City Council acting as the Local Planning Agency, of the City of Miami Springs, will hold a public hearing to consider and receive input concerning textual Amendments to the Comprehensive Plan and forward its recommendation on the proposed Amendments to the City Council. This hearing is for the following Ordinance:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS AMENDING THE COMPREHENSIVE PLAN, BASED ON UPDATED DATA AND ANALYSIS, INCLUDING DELETING THE PUBLIC SCHOOL FACILITIES ELEMENT AND CONCURRENCY PROVISIONS RELATING TO PUBLIC SCHOOLS, TRANSPORTATION, AND RECREATION AND OPEN SPACE; OTHER AMENDMENTS TO THE TEXT OF THE FUTURE LAND USE, TRANSPORTATION, HOUSING, INFRASTRUCTURE, CONSERVATION, RECREATION AND OPEN SPACE, INTERGOVERNMENTAL COORDINATION, AND CAPITAL IMPROVEMENTS ELEMENTS OF THE 1998 COMPREHENSIVE PLAN AS AMENDED; TO REVISE AND UPDATE THE EXISTING GOALS, OBJECTIVES, AND POLICIES IN ACCORDANCE WITH THE MANDATES SET FORTH IN CHAPTER 163, FLORIDA STATUTES, AUTHORIZING TRANSMITTAL OF THESE AMENDMENTS TO THE SOUTH FLORIDA REGIONAL PLANNING COUNCIL, STATE LAND PLANNING AGENCY, AND OTHER APPLICABLE AGENCIES FOR REVIEW AND COMMENT AS REQUIRED BY FLORIDA STATUTES; PROVIDING A CONFLICTS CLAUSE AND SEVERABILITY CLAUSE, AND PROVIDING AN EFFECTIVE DATE.

***The public hearing will be held on Monday, December 12, 2011 beginning at 7:00 p.m.***

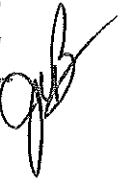
This hearing will be held at the *City of Miami Springs, Community Center located at 1401 Westward Drive, Miami Springs, FL 33166*. All interested parties are encouraged to appear and be heard regarding the proposed Amendments to the Comprehensive Plan and may submit written or oral comments before or at the hearings.

A copy of the proposed Amendments will be available for public inspection at the City Clerk's office *201 Westward Drive, Miami Springs, FL 33166*, between 9:00 am and 4:00 pm Monday through Friday, excluding holidays.

In accordance with the Americans with Disabilities Act, any person requiring special accommodations at any of these meetings because of a disability or physical impairment, should contact the City Clerk's office at 305-805-5006, at least 48 hours prior to the meeting.

If any person decides to appeal a decision made in any matter considered at these meetings/hearings, such person may need to ensure that a verbatim record of the proceeding is made, to include the testimony and evidence upon which any such appeal is to be based (F. S. §286.0105).

Magali Valls, CMC,  
City Clerk



**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS AMENDING THE COMPREHENSIVE PLAN, BASED ON UPDATED DATA AND ANALYSIS, INCLUDING DELETING THE PUBLIC SCHOOL FACILITIES ELEMENT AND CONCURRENCY PROVISIONS RELATING TO PUBLIC SCHOOLS, TRANSPORTATION, AND RECREATION AND OPEN SPACE; OTHER AMENDMENTS TO THE TEXT OF THE FUTURE LAND USE, TRANSPORTATION, HOUSING, INFRASTRUCTURE, CONSERVATION, RECREATION AND OPEN SPACE, INTERGOVERNMENTAL COORDINATION, AND CAPITAL IMPROVEMENTS ELEMENTS OF THE 1998 COMPREHENSIVE PLAN AS AMENDED; TO REVISE AND UPDATE THE EXISTING GOALS, OBJECTIVES, AND POLICIES IN ACCORDANCE WITH THE MANDATES SET FORTH IN CHAPTER 163, FLORIDA STATUTES, AUTHORIZING TRANSMITTAL OF THESE AMENDMENTS TO THE SOUTH FLORIDA REGIONAL PLANNING COUNCIL, STATE LAND PLANNING AGENCY, AND OTHER APPLICABLE AGENCIES FOR REVIEW AND COMMENT AS REQUIRED BY FLORIDA STATUTES; PROVIDING A CONFLICTS CLAUSE AND SEVERABILITY CLAUSE, AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Florida Legislature intends that local planning be a continuous and ongoing process; and,

**WHEREAS**, the City Council of the City of Miami Springs adopted the City of Miami Springs Comprehensive Plan by the enactment of Ordinance No. 849-98 on September 29, 1998; and,

**WHEREAS**, Chapter 163, Florida Statutes, provides for amendments to Adopted Comprehensive Plans under the Expedited Review Process; and

**WHEREAS**, the City Council desires to amend the Goals, Objectives and Policies of the Elements of the Comprehensive Plan; and

**WHEREAS**, the City has reviewed the proposed amendments to the Comprehensive Plan and said proposed amendments being reviewed by the City's Local Planning Agency (LPA) at a duly advertised meeting on December 12, 2011, which determined such amendments to be consistent with the Comprehensive Plan; and

**WHEREAS**, the City Council has agreed with the recommendations of the Local Planning Agency that the proposed amendments comply with the requirements of Chapter 163, F.S., and that the proposed amendments are consistent with the Comprehensive Plan; and

**WHEREAS**, the City Council held its duly advertised public hearing for the transmittal of the proposed amendments on December 12, 2011; and

**WHEREAS**, the City has received and responded to timely comments from certain review agencies which have been granted such authority under Sec. 163.3184(3)(b) 3 and 4; and

**WHEREAS**, City Council held its duly advertised second public hearing for Adoption of this Ordinance on January 9, 2012.

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

Section 1: That the City Council of the City of Miami Springs does hereby approve and adopt the Comprehensive Plan Amendments attached hereto as Exhibit "A".

Section 2: That the City Council of the City of Miami Springs does hereby authorize the amendment of the City of Miami Springs Comprehensive Plan, previously adopted by the enactment of Ordinance No. 849-98, in accordance with the approved and adopted amendments to its current Comprehensive Plan, as amended; which amendments consist of the pages identified as Exhibit "A" text amendments to the Future Land Use, Transportation, Housing, Infrastructure, Conservation, Recreation and Open Space, Intergovernmental Coordination, Capital Improvements, and Public School Facilities Elements and which are incorporated into the current Comprehensive Plan. A copy of the Comprehensive Plan, as amended and required supporting documentation, is on file at City Hall in Miami Springs, Florida.

Section 3: That all ordinances or parts of ordinances in conflict herewith are hereby repealed insofar as they are in conflict.

Section 4: The effective date of this plan amendment, if amendment is not timely challenged, shall be 31 days after the State Land Planning Agency notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the State Land Planning Agency or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the State Land Planning Agency.

**PASSED AND ADOPTED** by the City Council of the City of Miami Springs, Florida this 9<sup>th</sup> day of January, 2012.

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: 12/12/2011  
Second reading: 01/09/2012

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



12-12-2011  


**ORDINANCE NO. 1031-2012**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS AMENDING CODE OF ORDINANCE SECTION 150-013, RESIDENTIAL PLANTINGS, FENCES AND WALLS; BY ADDING THERETO A LIMITED REPLACEMENT PROVISION FOR FICUS HEDGES; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; EFFECTIVE DATE.**

**WHEREAS**, the City Council has discussed and debated exceptions to the current code provision prohibiting the planting of new or replacement ficus trees and hedges; and,

**WHEREAS**, despite the invasive nature of ficus trees and hedges, the Council has considered and proposed a limited exception for the planting of replacement ficus hedges; and,

**WHEREAS**, it is believed that the aesthetic considerations of permitting the replacement of a small percentage of an already existing ficus hedge that has died outweighs the possible invasive impact of the replanting; and,

**WHEREAS**, the City Council has determined that the limited exception provided by the proposed ordinance amendment will not have a material adverse impact upon the City and its citizens:

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



**Section 1:** That Code of Ordinance Section 150-013, Residential Plantings, Fences and Walls, is hereby amended as follows:

150-013. Residential Plantings, Fences and Walls.

(A) Plantings.

(1) ...

(2) ...

(3) ...

(4) The planting and cultivation of new or replacement ficus trees or hedges is prohibited, and existing ficus hedges shall not be permitted to exceed eight feet in height. Notwithstanding the foregoing, up to 25% of any existing ficus hedge that has died may be replaced, so long as the percentage of the replacement hedge is first verified by the Building and Code Compliance Department of the City.

(B) Fences and Walls.

(1) ...

(2) ...

(3) ...

(4) ...

(C) Fence and Wall Materials and Locations.

(1) ...

(2) ...

(3) ...

**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 9<sup>th</sup> day of January, 2012.

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:**

---

Magalí Valls, CMC  
City Clerk

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**



Jan K. Seiden, Esquire  
City Attorney

First reading: 12/12/2011  
Second reading: 01/09/2012

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



Agenda Item No.

City Council Meeting of:

12-12-2011

CITY OF MIAMI SPRINGS

INTEROFFICE MEMORANDUM

*Public Services Department*

**TO:** Mayor Garcia and City Council  
**VIA:** Jim Borgmann, City Manager  
**FROM:** Robert T. Williams, Public Works Director  
Thomas Nash, Operations Superintendent/Arborist  
**DATE:** December 07, 2011  
**RE:** FICUS HEDGES

In reviewing the Ficus Benjamina for approved hedge and or tree planting the overall consensus is not very supportive.

This particular plant is known to be extremely aggressive in its growth habits, meaning that it grows approximately three feet or more per year depending on environmental conditions. While the canopy and sides of this plant are maintained as a hedge the interior continues to grow thicker and the root system grows shallow and is known to grow out five times the size of the canopy from the planting site.

This particular plants root system seeks out available moisture which includes swimming pools, foundations, central air drainage areas and sewer pipes.

Due to its growth habit and the expense of continual maintenance many people after a few short years tend to stop maintaining these plants and they become unmanageable trees.

Prior to the divesting of the Water and Sewer Department to Miami-Dade County, Public Services had a long history of fighting ficus root intrusion into our sewer system. The long term project of removing ficus from all City property where feasible has served to reduce that problem.

Attached are some clippings regarding ficus roots from various web sites (Miami-Dade County, University of Florida, etc.) and some pictures of ficus root issues. As one of the sites points out, essentially ficus is a tree, even though it is sold as hedging material.

# Not all hedge plants are created equally

Quiz:

What is overwhelmingly the most "popular" hedge plant?

...and what is, without a doubt, the ABSOLUTE WORST hedge material you could plant?

---

If you answered FICUS, you are right (Ficus benjamina, Weeping Fig)

Ficus is the most popular hedge plant for the following very poor reasons:

1. Ficus is the cheapest hedge plant material available (initial planting cost). People believe they are getting a bargain. Ficus is the cheapest because it is extremely easy to propagate and inexpensive to grow to a sellable size, e.g. low fertilizer cost
  2. Ficus is the fastest growing hedge material. Nurseries are, therefore, able to turn over inventory and make more money than growing and selling other varieties of hedge materials
  3. Ficus is also extremely fast growing in the landscape. People want "instant hedge" and ficus gets bigger faster than any other hedge material you could use
- 

So, Master Gardener, what's the problem using ficus? .

Glad you asked  Ficus benjamina is actually a tree

Most hedge plants are really trees, but ficus happens to be a VERY VERY LARGE TREE

After you plant ficus, the plant doesn't "turn into" a hedge. It KNOWS it's a tree.....a VERY VERY LARGE TREE and tries to grow to its full size

What's full size for a SINGLE ficus plant?

Ohhhhhhh, an acre or two !!!

The largest ficus in the world is in India and covers over 550 acres of land !!! One plant !!!

So, in your landscape, you trim your ficus to shape, but the ficus roots still know it's a tree. Even though you cut the top, the trunk and roots try to become full sized trees

After a few years, your soil is totally invaded by ficus tree roots. Virtually nothing will grow at the base of larger ficus trees. Removal is out of the question in most situations. The best you could do is cut them down and grind the stumps...leaving the massive roots in the soil

Worse, the expense to trim the ficus hedge grows every year. You actually have to "defend yourself" from ficus growth. Coarse wood and coarse leaves, not soft foliage like this podocarpus

Older larger hedges may require 3-4 men working for several hours 2X a month to keep the ficus hedge in bounds. You could be spending \$125-\$250 a month just trying to control your ficus hedge

Does that still sound like a bargain hedge to you?

No way

For this reason, ficus actually becomes THE MOST EXPENSIVE hedge you can plant !!!

**Ficus Hedges: be aware of the problems:**

**Most hedges use *Ficus benjamina* or *Ficus microcarpa* (syn. *F. nitida*). Without pruning these would rapidly develop into large, fast growing, tropical trees**

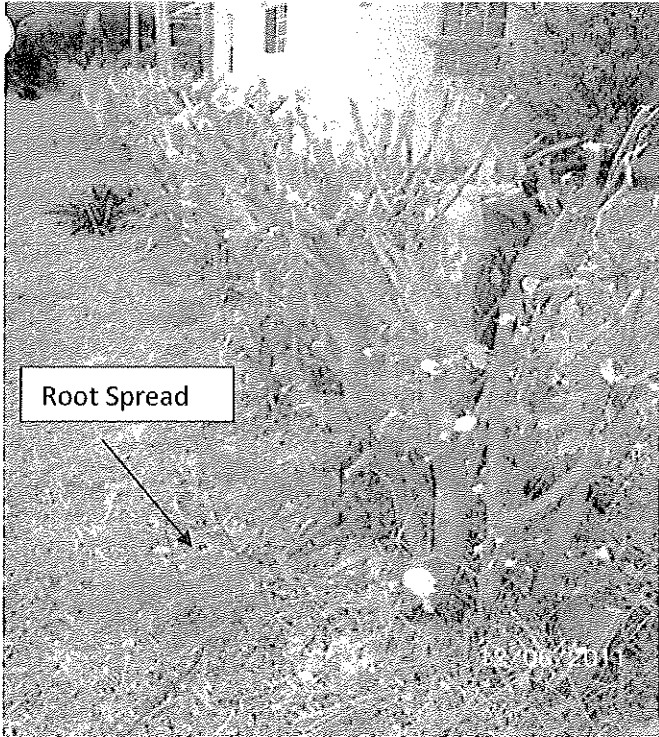
**Growth habit:** both provide a dense, clipped hedge, but frequent pruning is essential to control size. Highly aggressive root-system is potentially invasive, especially if the hedge is allowed to grow out of bounds. Do not install near foundation walls, drain fields, water or sewer lines.

**Insect pests:** thrips (leaf distortion) and Ficus whitefly (severe leaf drop, may be some stem dieback) of most concern – latter expensive to control on a large hedge.

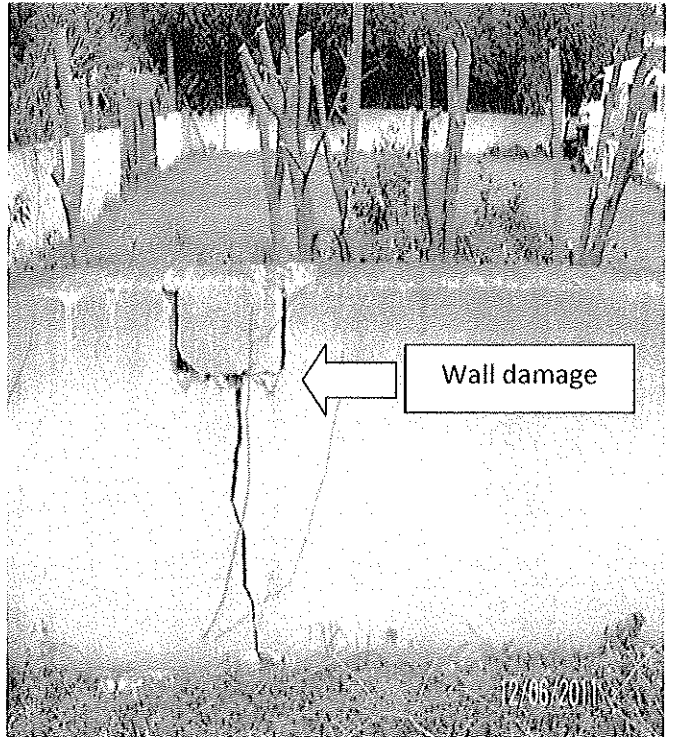
**Disease:** usually less of a problem than insect pests, and the result of too much shade/ water. Both aerial and crown galls are occasionally found –infected plants should be destroyed.

There are 800 varieties of ficus. The residential stretch of Biscayne Boulevard that runs through Miami Shores is lined mainly with *Ficus benjamina*, also known as the weeping banyan. It is a tree with an exotic pedigree -- having originally ranged through India, the Philippines, the Malay Peninsula, and the Sunda Islands -- and a dubious modus operandi: If left alone, it will overpower the plant life around it. "They are really monsters," declares Alan Fehrman, commercial urban horticulture agent for the Dade County/University of Florida Cooperative Extension Service. "The ficus can be very hard to manage in an urban situation."

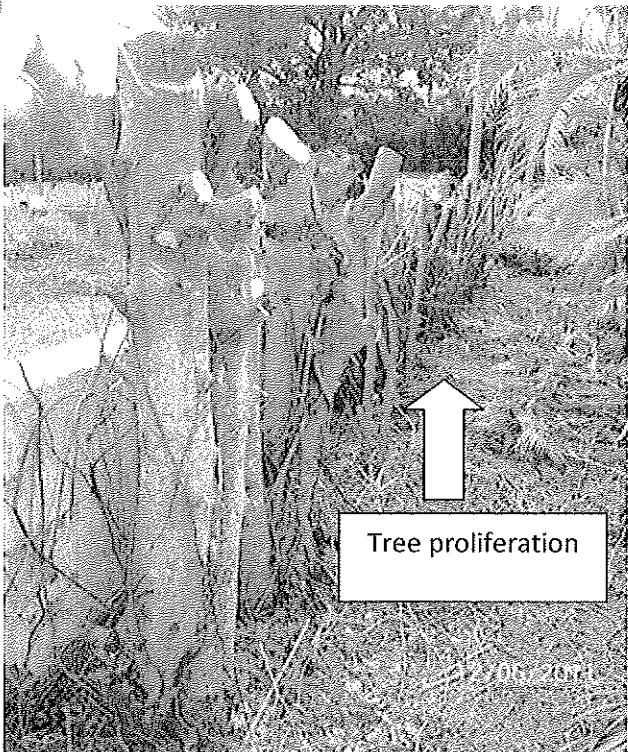
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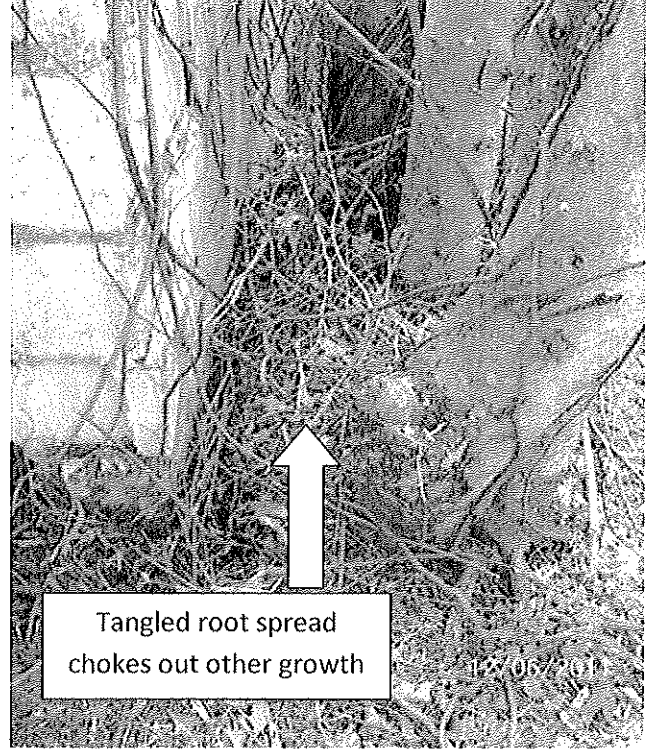
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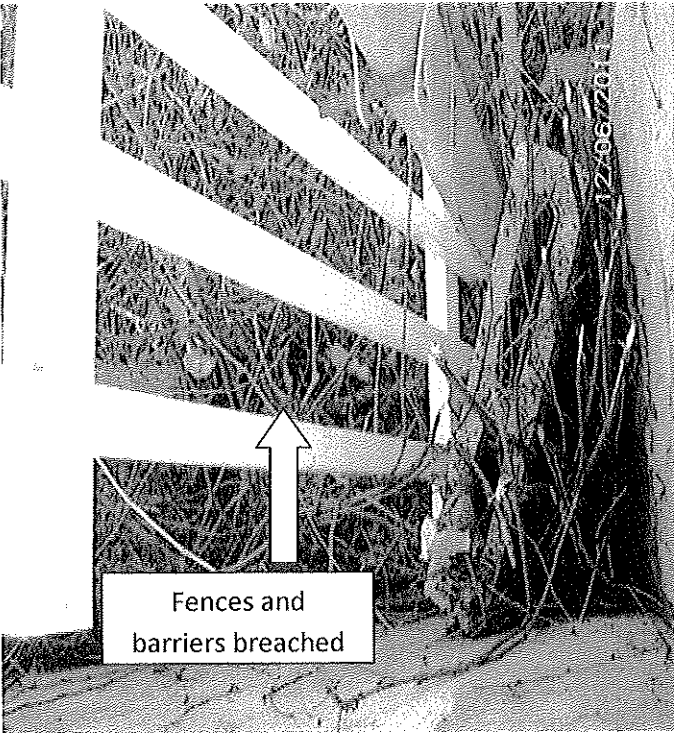
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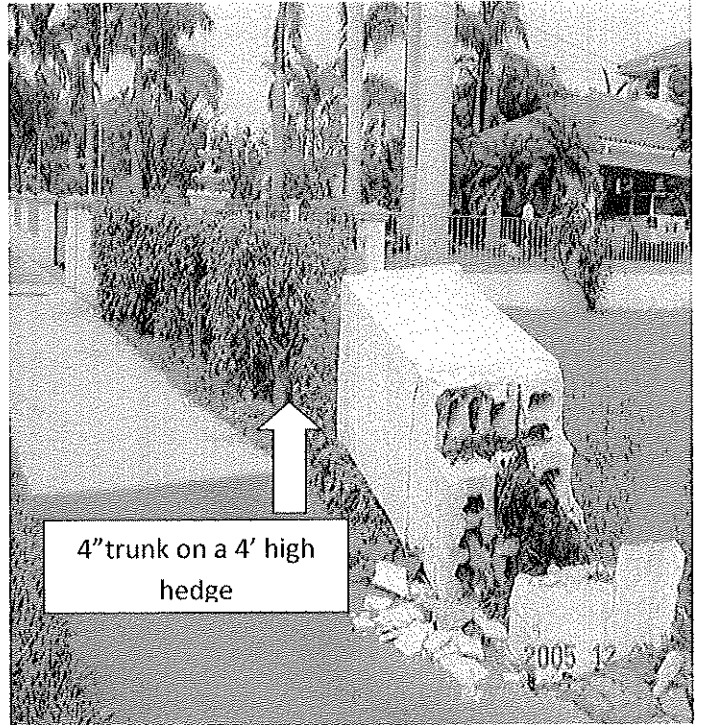
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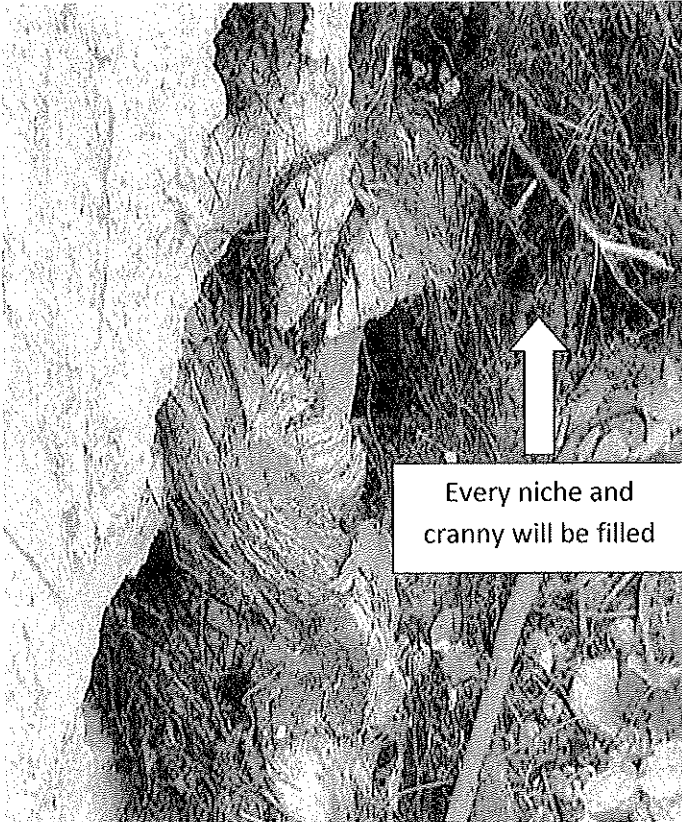
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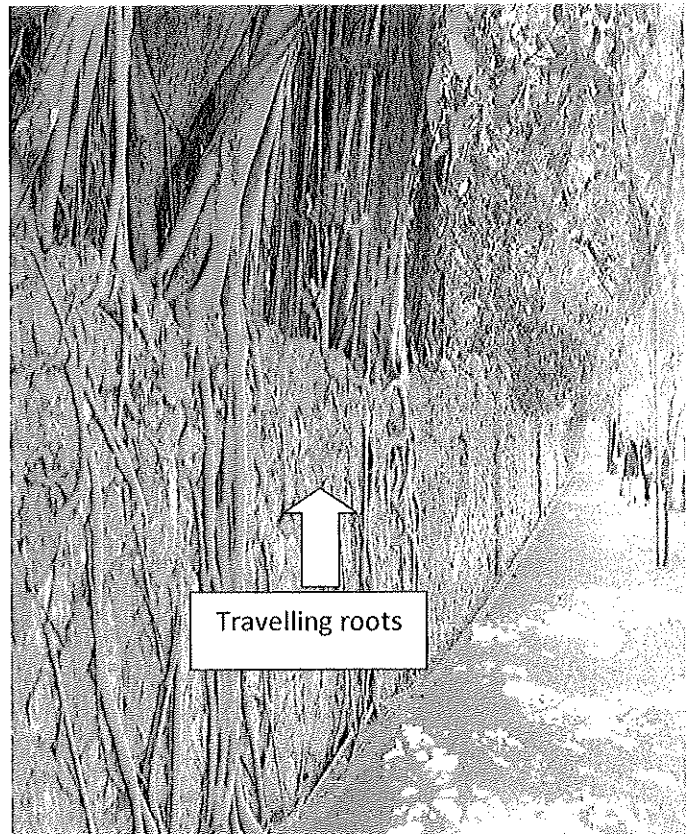
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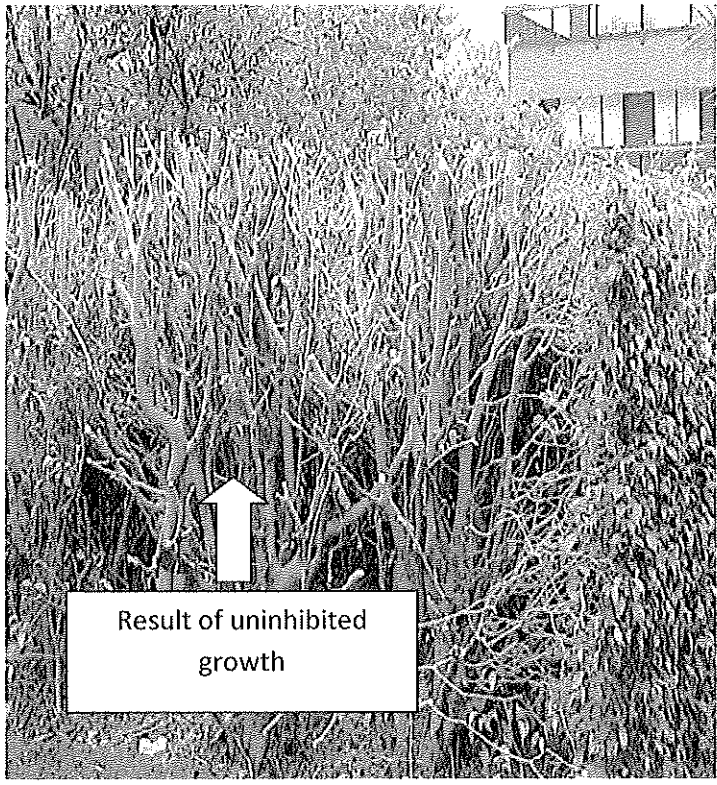
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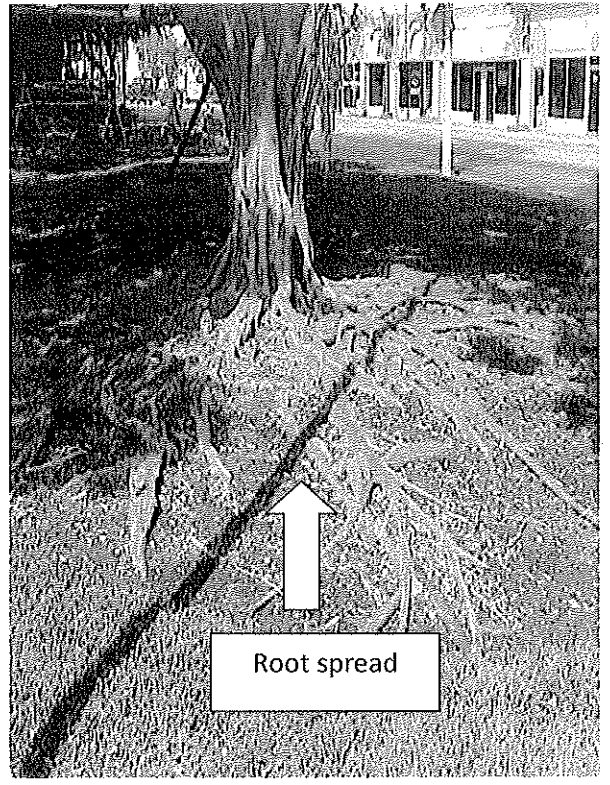
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#9



#10







# CITY OF MIAMI SPRINGS

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

**TO:** Honorable Mayor Garcia and Members of the City Council

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

**FROM:** Robert Williams, Public Works Director *R.W.*

**DATE:** November 28, 2011

**SUBJECT:** Recommendation that Council approve an expenditure to Southern Waste Systems, the lowest responsible quote, in the amount of \$11,120.64 for replacing WM garbage containers and their pick up at all city buildings various times a week, pursuant to Section §31.11 (C)(2) of the City Code.

**REASON:** Garbage container and collection services for City of Miami Springs buildings

**COST:** \$11,120.64

**FUNDING:** Golf- 001-5707-572-34-00/Contractual Services  
PW- 430-3401-534-34-02/Dumping and Disposal  
Senior Cntr.- 140-5101-519-34-02/ Dumping and Disposal  
City Hall- 430-3401-534-34-02/Dumping and Disposal  
Rec./Pool- 001-5701-572-34-00/ Contractual Services

Procurement approval: *R*

Agenda Item No.

City Council Meeting of:

12-12-2011 *JRB*

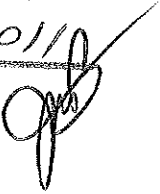
Building	Location	Qty	Container size	Number of pick-ups	Current Rates	Choice Waste	WSI	Southern Waste Systems	WM	General Hauling	WSII
Public Works	343 R. Poinciana Blvd.	1	2 yd	1 X weekly	\$ 101.06	\$ 43.06	\$ 49.73	\$ 36.80	106.96		
City Hall	201 Westward Drive	1	2 yd	5 X weekly	\$ 567.98	\$ 215.31	\$ 232.05	\$ 179.69	534.82	No	No
Golf Course	650 Curtiss Pkwy	1	2 yd	2 X weekly	\$ 302.63	\$ 86.12	\$ 93.93	\$ 287.51	213.93		
Golf Course	650 Curtiss Pkwy	1	6 yd	2 X weekly	\$ 586.37	\$ 268.37	\$ 215.48		641.78	Proposal	Proposal
Senior Center	343 Payne Drive	1	2 yd	3 X weekly	\$ 307.44	\$ 129.19	\$ 143.65	\$ 107.07	320.89		
Recreation/ Pool	1401 Westward Drive	1	4 yd	4 X weekly	\$ 767.98	\$ 344.49	\$ 309.40	\$ 287.51	855.71		
Recreation/ Pool	1401 Westward Drive	1	96 Gal	1 X weekly	\$ 48.90	\$ 15.00	\$ 35.00	\$ 28.14	23.84		
					\$ 2,682.36	\$ 1,091.54	\$ 1,079.24	\$ 926.72	\$ 2,697.93	\$ -	\$ -

Prices above includes service fee, fuel /environme ntal charge & 10.5% Franchise fee

Prices above includes all applicable fees per email

Prices above includes 10.5% Franchise fee





**RESOLUTION NO. 2011-3531**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS APPROVING AND ADOPTING CITY OF MIAMI SPRINGS BACKGROUND INVESTIGATION AND FINGERPRINTING RULES AND REGULATIONS FOR ALL YOUTH SPORTS ORGANIZATIONS UTILIZING CITY FIELDS OR FACILITIES; PROVIDING FOR LONGEVITY OF THE RULES AND REGULATIONS; ESTABLISHING NOTIFICATION RESPONSIBILITY OF THE RULES AND REGULATIONS; AUTHORIZING ENFORCEMENT OF THE RULES AND REGULATIONS; EFFECTIVE DATE.**

**WHEREAS**, Ordinance No. 955-2007 was enacted in 2007 and codified as Section 95-06, Rules and Regulations for City Parks and Recreational Facilities; and,

**WHEREAS**, the intent of the aforesaid Ordinance and Code Section was to provide the City with legislation enabling the City Administration and City Council to establish Rules and Regulations for City Parks and Recreational facilities by Resolution; and,

**WHEREAS**, although enforced pursuant to the authority of Code Section 95-06, the Rules and Regulations for each park or recreational facility are established, deleted, amended or clarified by the adoption of appropriate City Council Resolutions; and,

**WHEREAS**, in 2007, the initial Rules and Regulations for parks and recreational facilities in the City were approved and authorized by the City Council adoption of Resolution No. 2007-3359; and,

**WHEREAS**, the Recreation Department Staff has recently reviewed the previously adopted Rules and Regulations and determined that there is a present need for more specific Rules and Regulations governing background investigations and fingerprinting of all parties involved with youth sports organizations utilizing city fields or facilities; and,

**WHEREAS**, pursuant to Code Section 95-06, the Recreation Department Staff has promulgated and submitted the required new Rules and Regulations to the City Manager for approval and transmission to the City Council for adoption; and,

**WHEREAS**, the City Council has received and reviewed the proposed Rules and Regulations from the City Manager for official adoption; and,

**WHEREAS**, the City Council has determined that it is in the best interests of the City and its citizens to adopt the Background Investigation and Fingerprinting Rules and Regulations for all Youth Sports Organizations Utilizing City Fields or Facilities, as has been proposed to, and approved by, the City Administrative Staff and City Manager:

**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 adopts the Background Investigation and Fingerprinting Rules and Regulations for all Youth Sports Organizations Utilizing City Fields or Facilities as provided in Exhibit No. 1 attached hereto and by this reference made a part hereof.

**Section 2:** That the aforesaid Background Investigation and Fingerprinting Rules and Regulations supersede the existing Rules and Regulations adopted by prior City Resolution No. 2007-3359, and shall remain in full force and effect until supplemented, deleted, amended or clarified by subsequent City Council Resolution in accordance with the provisions of Code of Ordinance Section 95-06(C).

**Section 3:** That the City's Recreation Department and Police Department shall have the joint duty and responsibility to notify all persons of the aforesaid Rules and Regulations in accordance with the provisions of Code of Ordinance Section 95-06(D).

**Section 4:** That the Rules and Regulations approved and adopted by this Resolution shall be enforced pursuant to the provisions of Code of Ordinance Section 95-06(E).

**Section 5:** 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 12<sup>th</sup> day of December, 2011.

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

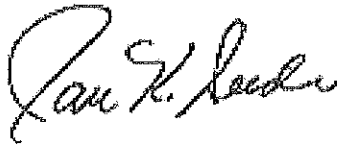
Vice Mayor Espino	" _____ "
Councilman Best	" _____ "
Councilman Lob	" _____ "
Councilwoman Ator	" _____ "
Mayor Garcia	" _____ "

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

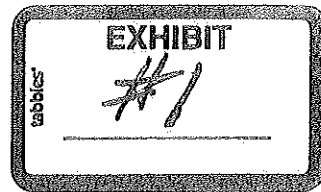
**ATTEST:**

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

**APPROVED AS TO LEGALITY AND FORM:**

  
Jan K. Seiden, City Attorney





City of Miami Springs Background Investigation and Fingerprinting Rules and Regulations for all Youth Sports Organizations Utilizing City Fields or Facilities.

- All persons eighteen (18) years of age or older including, but not limited to, all coaches, umpires, managers, officials, members, employees, volunteers or assistants ("Sports Program Participants") associated in any manner with the operation of programs and/or activities of any Youth Sports Organization utilizing City-owned properties or facilities shall be required to comply with the City's Youth Sports Organization Program policy and maintain certification from the City in accordance with this policy.
- All YSO participating parties previously identified herein shall be required to attend and complete the City of Miami Springs Sports Program Participation Course and shall comply with, and satisfy all, criminal background investigation and fingerprinting requirements as set forth in the City's policy (I have the Coaches Clinic Booklet).
- The City of Miami Springs Sports Program Participation Course will cover topics such as codes of conduct, sportsmanship, safety rules, Thorgard and the purpose of involvement with the respective programs. The Sports Program Participation Course shall be offered on dates to be determined and all persons desiring to participate in activities associated with their respective YSO shall be required to attend and complete the Sports Program Participation Course.
- Upon completion of the Sports Program Participation Course, the City shall issue to all Sports Program Participants an attendance certificate which shall remain valid for one year from the issuance date.
- In addition, Sports Program Participants are required to undergo criminal background investigations and fingerprinting mandated by the Florida Department of Children and Families. Background investigations shall be conducted on an annual basis and shall be completed prior to the start of seasonal play and/or practice for the same. Fingerprinting is also required by the State of Florida Department of Children and Families. Fingerprinting remains valid for a period of five (5) years.
- Each YSO shall be responsible for conducting whatever annual background investigations are required by their national sponsoring organizations and to submit the results of each background investigation to the City in accordance with this policy. In addition, compliance with

the mandated background investigations required herein by the City shall be conducted by the City of Miami Springs Police Department. Upon receiving advance approval from the City, any YSO may have their criminal background investigations processed by their national sponsoring organizations if such investigations comply with the standards and requirements of the Florida Department of Children and Families, include a national criminal background investigation (including a search of the Sexual Predator/Offender database maintained by the Florida Department of Law Enforcement ("FDLE")), and requires fingerprinting of each Sports Program Participant.

- Background investigations shall include the following:
  - Statewide investigation includes, but is not limited to, criminal and juvenile background investigations, as provided in Exhibit "A" attached hereto (the Florida Department of Children and Families background check policy adopted by the City).
  - Federal criminal investigations.
  - Social Security verification.
  - Search of Sexual Predator/Offender database maintained by the FDLE.
- Based upon the results of individual background investigations, the City shall make determinations as to the eligibility of each proposed Sports Program Participant. The City shall notify all of the YSO Sports Program Participants of the City's determination of eligibility within five (5) days of completion of the background investigations. It should be noted, however, that any conviction of a criminal offense will automatically exclude the proposed participant.
- The City shall issue all Sports Program Participants a picture identification card verifying eligibility for participation for the upcoming YSO season, subject to the following conditions:
  - Sports Program Participation Cards shall be valid for twelve (12) months from the date of issuance.
  - Background investigations shall be conducted yearly.
  - The City reserves the right to revoke individual certifications based upon further or additional investigations and reviews of conduct deemed inappropriate for Sports Program Participants.

- Identification cards shall be carried at all times while participating in all YSO activities, and participants shall, upon request, present their identification cards to any City or YSO official.
- Should any Sports Program Participant be confirmed as eligible for participation and later be arrested of any crime or violation, the participant shall immediately notify their respective YSO, who shall immediately remove said participant from its eligibility list until the case against the participant is formally adjudicated. Any participant's failure to notify the YSO shall result in the automatic revocation of certification and eligibility, regardless of the legal outcome of the pending case against the participant.
- The City may, at any time, conduct random certification checks. If at any time a team/activity is found to be without a certified Sports Program Participant, said activity will immediately be terminated and may only resume once a certified Sports Program Participant is present to assume responsibility for the activity. In the event an activity is found to be without a Certified Volunteer, the YSO will be notified in writing of the violation.
- If the YSO is found to be in violation of this policy in excess of three (3) times during any season, the City may suspend the YSO from using City facilities. Additionally, the City may, in its sole discretion, require that any future agreements or arrangements with said YSO be issued on a probationary status. If said YSO is involved in any violations during their probationary period, said YSO authorization for use of City facilities shall be terminated. If the YSO successfully completes a year of probation without any violations, said YSO may be returned to normal status for the next league season.
- Prior to the first game of the season, each YSO shall provide the City with a copy of each team roster specifying the team name, uniform color, and the names, addresses and phone numbers of all team Sports Program Participants. The City shall also provide copies of the identification cards for each Sports Program Participant to each YSO. Each YSO shall maintain a current and accurate roster of all authorized and eligible participants and shall notify the City immediately upon any change in the roster or change in status of any participant.
- The City shall continually monitor the operation of each YSO and maintain authority over each YSO to insure that each program is in compliance and operated properly.

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12-12-2011

# CITY OF MIAMI SPRINGS



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

TO: Honorable Mayor Garcia and Members of the City Council

VIA: James R. Borgmann, City Manager

FROM: Omar Luna, Recreation Director

DATE: December 5, 2011

SUBJECT: Recommendation that Council approve an expenditure to Computer Electric, Inc., the lowest responsible quote, in the amount of \$11,980.00 for ADA Compliant Door Operators, pursuant to Section §31.11(C) (2) of the City Code.

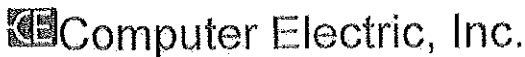
REASON: At the present time the restrooms doors at Peavy Dove and Stafford Park do not have ADA Compliant Door Operators. We feel that this will allow for our park patrons in wheelchairs better accessibility to our restrooms.

COST: \$11,980.00

FUNDING: Department/ Description: Designated fund balance that is left over from the community center

Account Number: 001-5701-572.63-00

Procurement approval:



660 Miller Drive  
Miami Springs, FL 33166

EC #13001721

Office (305) 889-0018

Fax No. (305) 889-8088

Website: [www.computerelectricinc.com](http://www.computerelectricinc.com)

Email : [mark@computerelectricinc.com](mailto:mark@computerelectricinc.com)

## Proposal

Monday, November 14, 2011

City of Miami Springs  
Public Work Department  
345 N. Royal Poinciana Blvd.  
Miami Springs, FL 33166-5259

Attention: Omar Luna

Email: [lunao@miamisprings-fl.gov](mailto:lunao@miamisprings-fl.gov)

Jobsite: Peavy Dove Park Bathrooms

RE: ADA Compliant Door Operators

**Computer Electric, Inc.** will provide materials and labor for installation of two ADA compliant door motors one for Men's bathroom and one for Women's bathroom, including:

### Men's Room Door

- Provide and install one door operator to open door at main entrance of recreation center.
- Provide and install one door operator push button on outside of building.
- Provide and install one door operator push button on inside of building.

### Women's Room Door

- Provide and install one door operator to open door at main entrance of recreation center.
- Provide and install one door operator push button on outside of building.
- Provide and install one door operator push button on inside of building.

**TOTAL COST OF MATERIALS AND LABOR \$5,990.00**

Accepted this \_\_\_\_\_ Day of \_\_\_\_\_, 2011.

By: \_\_\_\_\_  
\_\_\_\_\_

Please pay by invoice -- Due upon receipt, statements will not be rendered. All equipment and materials provided by Computer Electric Inc remains as the property of Computer Electric Inc until full and final payment is received. A service charge of 1-1/2% per month (18% per annum) will be charged on Invoices over 60 days. In the event it becomes necessary for Computer Electric, Inc. to engage the services of an attorney to collect any sums due under this invoice, the customer will pay reasonable attorney's fees and all costs in making such collection.

**Computer Electric, Inc.**

660 Miller Drive  
Miami Springs, FL 33166

EC #13001721

Office (305) 889-0018  
Fax No. (305) 889-8088

Website: [www.computerelectricinc.com](http://www.computerelectricinc.com)

Email : [mark@computerelectricinc.com](mailto:mark@computerelectricinc.com)

**Proposal**

Monday, November 14, 2011

City of Miami Springs  
Public Work Department  
345 N. Royal Poinciana Blvd.  
Miami Springs, FL 33166-5259

Attention: Omar Luna                      Email: [lunao@miamisprings-fl.gov](mailto:lunao@miamisprings-fl.gov)

Jobsite:            *Stafford Park Bathrooms*

RE:    *ADA Compliant Door Operators*

**Computer Electric, Inc.** will provide materials and labor for installation of two ADA compliant door motors one for Men's bathroom and one for Women's bathroom, including:

**Men's Room Door**

- Provide and install one door operator to open door at main entrance of recreation center.
- Provide and install one door operator push button on outside of building.
- Provide and install one door operator push button on inside of building.

**Women's Room Door**

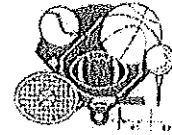
- Provide and install one door operator to open door at main entrance of recreation center.
- Provide and install one door operator push button on outside of building.
- Provide and install one door operator push button on inside of building.

**TOTAL COST OF MATERIALS AND LABOR \$5,990.00**

Accepted this \_\_\_\_\_ Day of \_\_\_\_\_, 2011.

By: \_\_\_\_\_  
\_\_\_\_\_

Please pay by invoice -- Due upon receipt, statements will not be rendered. All equipment and materials provided by Computer Electric Inc remains as the property of Computer Electric Inc until full and final payment is received. A service charge of 1-1/2% per month (18% per annum) will be charged on invoices over 60 days. In the event it becomes necessary for Computer Electric, Inc. to engage the services of an attorney to collect any sums due under this invoice, the customer will pay reasonable attorney's fees and all costs in making such collection.



# SUPERIOR PARK SYSTEMS, INC.

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

"For All of Your Parks and Recreational Needs"

December 2, 2011

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## Quote No. 12291

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### Send To:

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

Re: "Charles B. Stafford Park Bathrooms Quote No. 12291

Superior Park Systems, Inc. quotes the following ADA Compliance Door Operators:

### "Peavy Dove Park" Bathrooms"

Men's & Ladies Bathroom Door / Scope of Work:

SPS will install & provide door operator at the main entrance of the recreation center at park to open the entrance door.

Installation of push button door operators on outside of building for both men's & women.

Installation of push button door operators on inside of building for both men's & women.

Price-

Less 5% discount

\$6,795.00

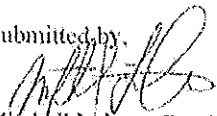
\$ 339.75

Total Discounted price

\$6,455.25

Comments: Project to commence after receipt of purchase order.

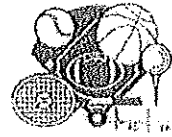
Submitted by:

  
Mitchell Leitner, President

File: "Miami Springs" Peavy Dove Park" Bathrooms quote 012/02/11

Mobile (954) 445-7000 Office (954) 920-3352 Fax (954) 921-9563  
1418 Scott St. Hollywood, FL 33020 E-Mail - [mitch@superiorparksystems.com](mailto:mitch@superiorparksystems.com)





# SUPERIOR PARK SYSTEMS, INC.

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

"For All of Your Parks and Recreational Needs"

December 2, 2011

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## Quote No. 1202711

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### Send To:

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

Re: "Charles B. Stafford Park Bathrooms Quote No. 1202711

Superior Park Systems, Inc. quotes the following ADA Compliance Door Operators:

### "Charles B. Stafford Park" Bathrooms

Men's & Ladies Bathroom Door / Scope of Work:

SPS will install & provide door operator at the main entrance of the recreation center at park to open the entrance door.

Installation of push button door operators on outside of building for both men's & women.

Installation of push button door operators on inside of building for both men's & women.

Price-	\$6,795.00
<u>Less 5% discount</u>	<u>\$ 339.75</u>
<b>Total Discounted price</b>	<b>\$6,455.25</b>

Comments: Project to commence after receipt of purchase order.

Submitted by,

Mitchell Leimer, President

File: "Miami Springs" Charles B. Stafford Park Bathrooms quote 012/02/11

Mobile (954) 445-7000 Office (954) 920-3352 Fax (954) 921-9563  
1418 Scott St. Hollywood, FL 33020 E-Mail - [mitch@superiorparksystems.com](mailto:mitch@superiorparksystems.com)



# Recreational Sales, Inc.

1160 North West 101 Avenue  
Plantation, Florida 33322  
Office Phone 954-236-8516 Cell Phone 954-270-2110  
Email: DianeRozos@gmail.com

December 1, 2011

Send To:

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

Re: "Charles B. Stafford Park Bathrooms Quote No. #2050"

Men's & Ladies Bathroom ADA Compliant Door Motors:

Furnish & installation of door operator at the main entrance of the recreation center to open the entrance door.

Furnish & installation of push button door operators on outside of building for the men's & women bathroom.

Furnish & installation of push button door operators on inside of building for both the men's & women bathroom.

Total Price- \$6,665.00

Submitted by,

Diane Rozos, President

Accepted by: \_\_\_\_\_

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





## City of Miami Springs Interoffice Memo

DATE: December 7, 2011

TO: Mayor Xavier Garcia and Members of the City Council

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

RE: DROP Plan Investment Change for General Employees

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The recent downturn in the economy has created a situation with our DROP programs in both the general employee and police retirement systems which need to be addressed. Currently, when a person enters the DROP of either plan, their monthly DROP payments remain in the same pension fund and are subject to the same market fluctuations. Several recent DROP participants have actually left with less money than was put in. This has become a major concern for many employees who have recently entered the General Employees DROP. If you have been following the markets in the last several months, it should be obvious that recent DROP participants have already started to see their money decrease significantly. They want and need a safer haven for their funds and the following option would provide that safety. It is certainly a legal avenue, as witnessed by "Point # 9" on the attached paper delivered by Ronald J. Cohen at a Pension Trustees School in October of 2000.

Section 35-20 D-2-b of the City code states that "payments to the DROP will earn interest at a rate determined by the (pension) board." The board determined in 2007 that the "interest rate" will be the rate earned (or lost) by the plan's fund (see attached pension board minutes). This problem was created only when the markets began to falter after "9-11" in 2001 and during the recent economic crisis which began back in 2008.

We have been discussing instituting a "guaranteed" option for DROP funds that would protect the principal from reducing in value. There are several options currently available to the City to institute such a program. ICMA-RC (International City Managers Association Retirement Corporation) is currently the provider of the 401-A and 457 plans for the City. We have spoken to their representative over the last few months to see what we would need to do to institute their plan to receive the DROP funds rather than the pension fund. I won't go into great detail at this point, but we do need to consider an ordinance to amend the current Code Section 35-20 (D) to allow for the pension board to amend the DROP investment options.

Agenda Item No.

City Council Meeting of:

DEC 12, 2011

The transfer of the monthly DROP "payment" out of the Fund and into the ICMA-RC must be done in such a way that the employee does not receive any of the funds until the end of their DROP term or if they leave the City prior to the end of their DROP. This is to avoid any tax consequences.

It is important to understand that this will be an option for the retiree. They may chose to have their money stay in the current fund or transfer the money to this new account. There would be no cost to the City to implement such a plan. Any costs or fees charged by ICMA-RC would be charged to the ICMA-RC fund and the participant. These fees are usually disclosed up front.

Here is an example of the type of fund that would be available to DROP participants:

***VantageTrust PLUS  
Fund<sup>1</sup>***

**Objective:** The PLUS Fund's investment objective is to seek to offer a competitive level of income consistent with providing capital preservation and meeting liquidity needs. Key goals are to seek to preserve capital, by limiting the risk of loss of principal and delivering stable returns, and to meet the liquidity needs of those who invest in the PLUS Fund.

***Fund Facts***

Inception Date: January 1,  
1991

***Expense Ratio As of July 1, 2011***

Gross Expense Ratio	0.56%
Net Expense Ratio	0.56%

***Standard Performance As of September 30, 2011***

Fund/Benchmark Name	3rd Qtr	YTD	1-Yr	3-Yr	5-Yr	10-Yr	Since Inception
VantageTrust PLUS Fund (Annualized)	2.88%	2.99%	3.02%	3.41%	3.93%	4.17%	5.36%

Source: ICMA-RC webpage

The police have indicated that they would also like to have such an option, but changes to their pension must be negotiated, even if only to provide an additional benefit. Changes to the general employee's pension do not require negotiation as they are not covered by a collective bargaining agreement.

There are certainly many procedural issues that must be addressed before we implement such a program, but those should be handled by the respective retirement boards. The main issue that would require their action would be the frequency of jumping in and out of the funds. ICMA-RC has its own set of rules, but we have been thinking of making this an annual election on the retirees' anniversary each year. That would allow our money managers for the two pension plans to be able to make the best decisions knowing that they have a set amount of money to invest. This would also assist the retiree from trying to "time the market" based on daily fluctuations.

If this is acceptable to you, you should have the city attorney draft an ordinance for 1<sup>st</sup> reading in January which would authorize the general employees pension board to establish such an option..

**FPPTA TRUSTEES SCHOOL**

**Key West, Florida**


**October 3, 2000**

**By: Ronald J. Cohen**

\*\*\*\*\*

**Significant Points on Deferred Retirement Option Plans**

\*\*\*\*\*

1. A deferred retirement option plan (DROP) is an additional benefit option.
2. The major advantage of the DROP option is that it allows a person to take a portion of his or her benefits in a lump sum.
3. There is no uniform DROP, but each can be designed to meet the needs of the plan sponsor, the Fund, and its members.
4. A portion of the benefit that a person will receive upon resignation is paid into an account while the person is still working. The person cannot receive any money from the DROP account while still working.
5. While in the DROP, the person is considered a retiree for pension purposes and is no longer accruing service credits, and increases in pay are not included for pension purposes.
6. While in the DROP, the employee remains an employee of the plan sponsor, and can receive salary increases, can be promoted, demoted, terminated, etc. The member will be eligible for workers' compensation benefits.
7. Most DROPs are for a finite period of time and a member must agree to resign from employment at the conclusion of the DROP.
8. Since an employee who enters a DROP is no longer accruing service credit, the amount of pension a member receives will be smaller than if the person did not enter the DROP and there is no cap on the amount of earnings from the pension.
9. The DROP money is invested while the person participates in the DROP. There is no uniform method for doing so. It can be invested along with all the other funds in the trust, where it can earn the actuarial assumed rate, some other rate set by the plan document or trustees, or whatever the Fund gains or loses. It can also be invested in self-directed investments. 
10. All withdrawals from the Fund should meet the requirements of the Internal Revenue Code.



**Agenda**  
**City of Miami Springs**  
**General Employees' Retirement System**

**Thursday, November 1<sup>st</sup>, 2007**  
**REVISED**

**LOCATION:** City of Miami Springs Commission Chambers  
Miami Springs City Hall  
201 Westward Drive  
Miami Springs, FL 33166  
Phone: 305.805.5000

**TIME:** 8:30 AM

1. Call Meeting to Order
2. Roll Call
  - Thomas R. Cummings, Chairman
  - Sherryl B. Bowein, Secretary
  - James R. Borgmann
  - Robert Whittington
  - Gail D. Perron
3. Approval of Minutes
  - August 2<sup>nd</sup>, 2007 (Regular Meeting) (*revised*)
4. Investment Manager Report: ICC Capital Management (Grant McMurry)
5. Investment Consultant Quarterly Report: Thistle Asset Consulting (John McCann)
6. Disbursements Approval-Ratification of Warrants paid since August 2<sup>nd</sup>, 2007 Meeting (Warrants #192 through #205)
7. Benefit Approvals
  - Application to Exit DROP
    - Martin Frady
  - Refund of Contributions
    - Craig Herbster
    - Eduardo Castro
    - Freddie Lewis
    - Juan Encarnacion
    - Joel Watts
    - Manuel Rodriguez
    - Robinson Camacho
8. Old Business
  - Approval of the proposed DROP Rules and Procedures
  - Discussion of allowing retirees to change their beneficiary's
9. New Business
  - Determination of interest percentage to be credited to active General Employees' individual account
  - Discussion on the 4 year average calculations that are being redone
  - Determine whether the Summary Plan Descriptions such be updated at this time
10. Reports:
  - Chairman
  - Attorney
  - Administrator
    - Financial Statement
11. 2008 Meeting Schedule @ 8:30 AM
  - February 7, 2008
  - May 1, 2008
  - August 7, 2008
  - November 6, 2008
12. Adjourn

**PLEASE NOTE:**

If any person desires to appeal any decision of this Board with respect to any matter considered, s/he will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is made. (S. 266.110) all of which the City does not provide.

**THE CITY OF MIAMI SPRINGS GENERAL EMPLOYEE'S RETIREMENT SYSTEM****DEFERRED RETIREMENT OPTION PLAN****RULES AND PROCEDURES**

Pursuant to the authority granted to the Board of Trustees set forth in Section 35-20 of the City of Miami Springs General Employee's Retirement System ("Plan"), the Board of Trustees hereby adopts Deferred Retirement Option Plan ("DROP") Rules and Procedures.

**1. Eligibility**

Any active Participant of the Plan who is eligible for normal retirement, as defined in the Plan, may elect to participate in the DROP. Such Participant shall "retire" for purposes of the Plan, but may continue employment with the City of Miami Springs ("City") for a maximum sixty (60) months from the effective date of the Participant's DROP election. The sixty (60) month participation period shall be measured from the Participant's actual retirement date as selected by the Participant.

**2. Written Election**

A Participant electing to participate in the DROP shall complete and execute the proper forms supplied by the Board of Trustees in a time and manner determined by the Board of Trustees, and the election shall be effective on the first day of the first calendar month that is at least five (5) business days after receipt by the Board of Trustees. Election in the DROP shall be irrevocable once payments to the DROP account begin.

**3. Limitations and Disqualifications for Other Benefits**

A Participant may participate in the DROP only once. After commencement of participation, the Participant shall not again have the right to be a contributing Participant of the Plan and shall not be eligible for disability or preretirement death benefits as provided for by the Plan.

**4. Cessation of Contributions**

Upon the effective date of a Participant's commencement of participation in the DROP, the Participant's contributions and the City's contributions to the Plan for the normal cost of the Participant's service after the effective date shall be discontinued.


**5. Benefit Calculation**

For all Plan purposes, the average monthly earnings and continuous service of a Participant participating in the DROP shall remain as they existed on the effective date of commencement of participation in the DROP. Service, earnings or increases in earnings thereafter shall not be recognized by the Plan or used for the calculation or determination of any benefits payable by the Plan.

**6. Payments to DROP Account**

The monthly retirement benefits that would have been payable had the Participant elected to terminate employment and receive a normal retirement benefit (including a cost-of-living adjustment, if applicable) shall be paid into the Participant's DROP account.

**7. Drop Account Earnings**

(a) After each fiscal year quarter, the Participant's DROP account shall be credited or debited at a rate equal to the actual net investment return realized by the Plan for that quarter. "Net investment return" for the purpose of this paragraph is the total return of the assets in which the Participant's DROP account is invested by the Board of Trustees, net of brokerage commissions and transaction costs and investment management fees. 

(b) Payments to the DROP earn interest at a rate set quarterly by the Board of Trustees. However, if a Participant does not terminate employment at the end of the maximum participation period in the DROP, interest credits shall cease on all future payments and earned money. No amounts shall be paid from the Plan until the Participant terminates employment with the City.

**8. Payout**

(a) Upon termination of a Participant's employment (for any reason), the retirement benefits payable to the Participant or to the Participant's beneficiary (if provided for), shall be paid to the Participant or beneficiary and shall no longer be paid to the Participant's DROP account. No payments will be made from the DROP account until the Participant terminates employment with the City.

(b) Within ninety (90) days after the end of any calendar quarter following the termination of a Participant's employment, the balance in the Participant's DROP account shall be payable at the Participant's option:

- i. a single lump payment or
  - ii. a direct rollover to an individual retirement account (IRA) or other eligible Plan.
- (c) Regardless of the selected option by the Participant, the Board of Trustees has the right to accelerate payments in order to comply with the Internal Revenue Code and the right to defer payments to comply with the Internal Revenue Code. The DROP is intended to comply with all provisions of the Internal Revenue Code, and the Board of Trustees shall take no action that would jeopardize the tax qualification of the Plan.

**9. Death**

If a DROP Participant dies before his or her DROP account balance is paid out in full, the Participant's designated beneficiary shall have the same rights as the Participant to elect and receive the payout options set forth above. DROP payments to a beneficiary shall be in addition to retirement benefits payable to the beneficiary under any optional form of retirement benefits elected by the Participant.

**10. Benefits Not Guaranteed**

All benefits payable under the DROP shall be paid only from the assets of the DROP, and neither the City nor the Board of Trustees shall have any duty or liability to furnish the DROP with any funds, securities or other assets except to the extent required by any applicable law.

**11. Forfeiture of Retirement Benefits.**

Nothing contained herein shall be construed to remove a DROP Participant from the application of any forfeiture provisions applicable to the Plan. A DROP participant shall be subject to the forfeiture of all retirement benefits, including DROP benefits, pursuant to the provisions of any applicable forfeiture laws.

**The VantageTrust PLUS Fund (PLUS Fund) seeks to offer its investors a competitive level of income consistent with preservation of capital.** The PLUS Fund's historical returns compare favorably within the stable value fund universe. But returns are only part of what investors seek. Capital preservation is also an important objective.

### PLUS Fund's Approach to Managing Risk and Return

*ICMA-RC has provided retirement plan participants access to a stable value fund through the PLUS Fund since 1991. The PLUS Fund seeks to provide competitive current income consistent with preserving capital and meeting the liquidity needs of participants.*

The PLUS Fund seeks to limit capital loss by investing primarily in stable value investment contracts. These investments are diversified within established guidelines that address, for example, credit quality and maturity. PLUS Fund investments are diversified across several issuers and investment contract types. In addition to diversification at the fund level, the fixed income portfolios that support a number of the investment contracts consist of over 1,000 securities managed by third-party fixed income managers. These securities are further diversified by sector, security type, and issuer. The investment managers and contract providers are regularly monitored through a due diligence process.

### Investments Held by the PLUS Fund

The PLUS Fund consists primarily of traditional Guaranteed Investment Contracts (GICs), Synthetic GICs and a liquidity component comprising cash-equivalent investments such as money market mutual funds. Each of the three PLUS Fund components is discussed below.

#### Traditional GICs

The PLUS Fund's traditional GICs primarily consist of insurance contracts issued by several insurance companies. The Fund may also invest in Bank Investment Contracts (BICs). To seek diversification among multiple issuers, PLUS Fund management guidelines restrict investments in traditional GICs issued by a single issuer to no more than 10 percent of the PLUS Fund's total assets. Each traditional GIC typically provides for a fixed rate of return for a specified time period and the return of principal. Each traditional GIC is supported by the general account assets of the issuing insurance company. The PLUS Fund includes traditional GICs

### What Is a Stable Value Fund?

A stable value fund is generally available only to retirement plan investors. Stable value funds seek to provide both liquidity and capital preservation similar to that historically provided by money market funds, with long-term returns comparable to those of short- and intermediate-term bond funds.

*Please consult Making Sound Investment Decisions: A Retirement Investment Guide carefully for a complete summary of all fees, expenses, charges, financial highlights, investment objectives, risks and performance information. Investors should consider the Fund's investment objectives, risks, charges and expenses before investing or sending money. For a copy, contact ICMA-RC at 777 North Capitol Street, NE, Washington, DC 20002-4240 or 800-669-7400.*

with a number of different insurance companies. All GIC issuers are subject to ongoing credit quality reviews and monitoring by ICMA-RC.

In addition to diversification among issuers, the traditional GICs are scheduled to mature on different future dates. This approach ensures that only a portion of the traditional GICs will mature and need to be reinvested at any one time, reduces risks, and provides a source of future liquidity. The scheduled maturity structure also helps the average yield on the traditional GICs to generally follow interest rates trends. Each traditional GIC issuer also provides a liquidity source for certain participant benefit payments and meets the requirements that allow each traditional GIC to be accounted for at book value.

### **Synthetic GICs**

Unlike traditional GICs, which consist of single contracts, each issued and supported by an insurance company, Synthetic GICs consist of wrap contracts written by insurance companies or banks. The Synthetic GICs include holdings in separately managed fixed income portfolios and/or investments in pooled investment funds. The securities contained in the fixed income portfolios are directly owned by the PLUS Fund. This ownership aspect provides investment flexibility, while the number and variety of securities held in the Synthetic GICs provides for additional diversification.

Similar to traditional GICs, each wrap contract provides for insurance and a liquidity source for certain participant benefit payments and meets the requirements that allow each Synthetic GIC to be carried at book value, absent any material default on the underlying securities contained in the fixed income portfolios.

The PLUS Fund's current Synthetic GICs consist of wrapped fixed income portfolios and/or pooled investment funds that are: (1) managed by third-party fixed income management firms; (2) focused on one or more different fixed income sectors; and (3) invested in a diversified selection of fixed income securities — over 1,000 separate securities representing numerous issuers and industries.

Managers of the individual securities portfolios and the pooled investment funds are selected and monitored on an ongoing basis in accordance with ICMA-RC's overall investment guidelines to ensure that the combined portfolios together meet the PLUS Fund's risk and return objectives. Minimum credit quality standards, diversification, and credit limits have been established for each fixed income portfolio. Each wrap contract provider is subject to ongoing credit quality reviews and monitoring by ICMA-RC.

### **Investments to Provide Daily Liquidity**

Liquidity is a key factor that allows for both investment flexibility and plan or participant benefit payments. The PLUS Fund offers daily liquidity to individual investors, but reserves the right to limit employer plan payouts over a 12-month period. This limitation helps the PLUS Fund maintain the liquidity needed to meet plan participant withdrawals. Daily liquidity is primarily provided through investments in one or more money market mutual funds.

### **Traditional/Synthetic GIC Issuer Due Diligence**

All issuers of traditional and Synthetic GICs undergo ICMA-RC's due diligence process and must meet ICMA-RC's credit quality standards at the time a contract is purchased. Prospective issuers are subject to ICMA-RC review prior to approval. The review process includes a detailed review of publicly available disclosure and regulatory filings. The analysis focuses on creditworthiness, including asset quality, liquidity, capital adequacy, profitability, risk management, and corporate management. The review typically includes an in-person meeting with company management. Following the review, an in-depth report and recommendation is presented to the ICMA-RC management committee for consideration and approval.

Once approved, issuers are monitored on an ongoing basis and must continue to meet specific credit criteria to remain eligible for new investment. The ongoing review includes analysis of quarterly financial statements, monitoring of market developments and major rating agency commentary, and usually an annual meeting with company managers.

The PLUS Fund is the largest single investment fund offered by ICMA-RC. The PLUS Fund has been made available since 1991 to participants seeking a stable value investment. The PLUS Fund seeks to preserve capital while providing returns consistent with preserving capital and meeting the liquidity needs of participants. In addition, the PLUS Fund seeks to manage risk and investment liquidity by establishing credit requirements, diversifying PLUS Fund assets among issuers, contract types, maturities and third-party fixed income management firms. Ongoing due diligence is conducted on the financial soundness of the contract issuers and capabilities of fixed income management firms. To determine if the PLUS Fund should be included as one of your retirement investments, please consult ICMA-RC's *Making Sound Investment Decisions: Retirement Investment Guide* by logging into Account Access at [www.icmarc.org](http://www.icmarc.org). You may also call 800-669-7400 to speak with an Investor Services representative to obtain a copy of the guide or for more information.

### Glossary of Stable Value Terms:

**Book value** – the initial cost of an investment, plus additional deposits, plus accrued interest, less benefit payments. For stable value funds, it is generally the dollar amount of investor deposits, plus interest, minus investor withdrawals.

**GIC** – Guaranteed Investment Contract. The two primary types of GICs in which the PLUS Fund invests are:

*Traditional GIC* – a contract issued by an insurance company that agrees to pay a contractual rate of interest and principal, with the financial backing of the insurance company's general account assets.

*Synthetic GIC* – a wrap contract supported by a portfolio of fixed income securities or pooled investment funds that are owned by the PLUS Fund.

**BIC** – Bank Investment Contract. A financial contract issued by a bank that pays a contractual rate of interest and principal, similar to a GIC.

**Wrap contract** – a financial contract issued by an insurance company or bank that provides for benefit payments at book value.

**Wrap provider** (also known as Synthetic GIC issuer) – an insurance company or bank contracted to provide the wrap contract for a Synthetic GIC.

**Crediting rate** – the rate used to credit income to stable value investors.

### About ICMA-RC

ICMA-RC is an independent non-profit firm focused on providing retirement plans and related services for over 890,000 state and local government employees. Our emphasis is on providing the best services, investment options, tools and educational materials to help public employees build retirement security. The corporation, established in 1972, offers 457 deferred compensation and 401 defined contribution plans, as well as IRAs, and other retirement-related products designed exclusively for state and local government employees. For more information visit [www.icmarc.org](http://www.icmarc.org).

## Investment Risk Management

While the PLUS Fund seeks to preserve capital, there are inherent risks within stable value funds. The PLUS Fund seeks to mitigate risk through the management of liquidity, credit quality and diversification. Risks associated with investing in the PLUS Fund include, but are not limited to:

- Failure of the insurance companies to meet its obligations to the PLUS Fund related to Guaranteed Investment Contract (GICs), or failure of the issuers of other similar instruments such as Bank Investment Contract (BICs) that may be held by the PLUS Fund;
- Failure of the Synthetic GIC issuers to meet their obligations to the PLUS Fund;
- Failure of the PLUS Fund's investment adviser (ICMA-RC) to meet its obligations of the GIC or wrap contracts;
- Default of one of the underlying securities that are held in the fixed income portfolios that support Synthetic GICs;
- Failure of the underlying fixed income managers of the Synthetic GIC portfolio to meet their investment objectives;
- Loss of value or failure to redeem shares on a timely basis by one or more of the money market mutual funds or other funds in which the PLUS Fund invests to allow the PLUS Fund to meet participant withdrawal requests;
- Loss of value or failure to redeem shares or allow withdrawals of the PLUS Fund's investment on a timely basis by the other mutual fund or pooled investment vehicle in which the PLUS Fund invests.

**It is important to remember that your investment in the PLUS Fund is not insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC) or any government agency. Although the PLUS Fund seeks to preserve the value of your investment and to pay you interest, it is possible to lose money by investing in the PLUS Fund. ICMA-RC does not guarantee the principal value of your investment in the PLUS Fund or guarantee that you will receive interest on your investment. For greater detail about the strategies used in the PLUS Fund, please consult ICMA-RC's *Making Sound Investment Decisions: A Retirement Investment Guide* by logging into [www.icmarc.org](http://www.icmarc.org) or by calling 800-669-7400 to speak with an Investor Services representative to obtain a copy of the guide or for more information.**

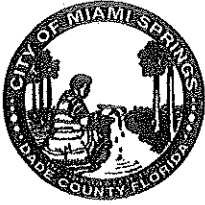


777 NORTH CAPITOL STREET, NE  
WASHINGTON, DC 20002-4240  
800-669-7400  
PARA ASISTENCIA EN ESPAÑOL LLAME AL  
800-669-8216  
[WWW.ICMARC.ORG](http://WWW.ICMARC.ORG)  
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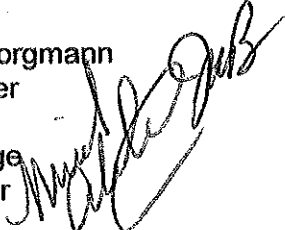
# CITY OF MIAMI SPRINGS



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

TO: The Honorable Xavier Garcia and Members of the Council

VIA: James R. Borgmann  
City Manager

FROM: Mike Aldridge  
Golf Director 

SUBJECT: Golf Course 2011 – 2012 Winter Fees and Charges  
Recommendation

DATE: December 1, 2011

Attached you will find the recommended winter rates for the Golf Course starting December 15, 2011 thru April 15, 2012.

The rates which I am recommending are the same as the 2010 – 2011 winter rates which are in line with the purposed revenue budget. We have added the Winter Canadian Golf Pass. The increase in revenue will be derived by the increase in rounds played. Most of the area golf courses are keeping the rates for the up coming season the same.

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

Agenda Item No.

City Council Meeting of:

DEC 12, 2011

**RESOLUTION NO. 2011-3532**

**A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF MIAMI SPRINGS AMENDING  
THE SCHEDULE OF CHARGES AND FEES  
FOR THE OPERATION OF THE MIAMI  
SPRINGS GOLF AND COUNTRY CLUB;  
RESERVING THE RIGHT AND AUTHORITY TO  
AMEND OR SUPPLEMENT THE SCHEDULE  
OF CHARGES; EFFECTIVE DATE**

**WHEREAS**, the City of Miami Springs purchased the property commonly known as the Miami Springs Golf and Country Club on October 23, 1997; and,

**WHEREAS**, the City Council of the City of Miami Springs established an initial Schedule of Charges and Fees for the Golf and Country Club by Resolution 97-3066, adopted on October 13, 1997; and,

**WHEREAS**, the City Council of the City of Miami Springs most recently amended its Schedule of Charges and Fees for the operation of the Golf and Country Club by adopting Resolution No. 2011-3527 on October 10, 2011; and,

**WHEREAS**, the City Administrative Staff proposed an amended Schedule of Charges and Fees for the operation of the golf course, which may from time to time be further amended; and,

**WHEREAS**, the City Council has reviewed the proposed amended Schedule and has determined that the amended Schedule of Charges and Fees is both fair and appropriate, and that its approval is in the best interests of the City and its citizens.

Resolution No. 2011-3532

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

Section 1: That the attached "Schedule of Charges" (Exhibit "A") is hereby approved and adopted for the use of City of Miami Springs Golf and Country Club facilities and related services.

Section 2: That the City Council of the City of Miami Springs reserves the right and authority to amend or supplement the "Schedule of Charges".

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

**(THIS SPACE INTENTIONALLY LEFT BLANK)**

**PASSED AND ADOPTED** by the City Council of the City of Miami Springs, Florida,  
this 12<sup>th</sup> day of December, 2011.

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

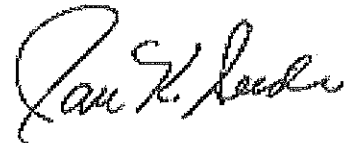
Vice Mayor Espino	" "
Councilman Best	" "
Councilman Lob	" "
Councilwoman Ator	" "
Mayor Garcia	" "

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

**ATTEST:**

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

**APPROVED AS TO LEGALITY AND FORM:**



Jan K. Seiden, City Attorney

Resolution No. 2011-3532

MIAMI SPRINGS GOLF & COUNTRY CLUB  
SCHEDULE OF GOLF CHARGES & FEES  
AS OF December 15, 2011

**GREEN & CART FEES**

RACK RATES	Current		Proposed
	Summer Rates		12/15/2011
Weekend Non-Resident	\$ 45.79	\$	50.47
Weekday Non-Resident	\$ 33.64	\$	41.12
Weekend/Holiday Resident	\$ 40.19	\$	44.86
Weekday Resident	\$ 29.91	\$	37.39
Twilight Weekday	\$ 28.97	\$	30.84 After 1PM
Twilight Weekend	\$ 31.78	\$	32.71 After 1PM
Junior	\$ 7.47	\$	7.47
18 Hole Member Cart	\$ 18.69	\$	18.69
9-Hole Member Cart Rate	\$ 11.92	\$	11.92
Resident Weekend > 11:00	\$ 33.64	\$	37.38
Non-Resident >11:00	\$ 36.45	\$	41.12
Shootout	\$ 23.36	\$	28.04 Tues. P.M. only
Group Rate Weekday	\$ 29.91	\$	35.51 Groups of 20 or more
Group Rate Weekend	\$ 40.19	\$	44.86 Groups of 20 or more
Prime Timers Non-Members	\$ 21.49	\$	21.49 Tues. & Thurs. A.M. Seniors (age >55)
Prime Timers Non-members 9 holes	\$ 14.95	\$	14.95 Tues. & Thurs. A.M. Seniors (age >55)
Womens' Golf Association	\$ 23.36	\$	28.04 Tuesday A.M.
Men's Golf Assoc.	\$ 40.19	\$	44.86 Sunday A.M.
PGA Golf Pass Weekday	\$ 23.36	\$	34.58 Weekdays prior noon
Police, Firemen, Military, Teachers & Seniors	\$ 23.36	\$	28.04 Weekdays only
Tee Time USA/Golf Switch weekday	\$ 23.36	\$	34.27
Tee Time USA/Golf Switch weekend	\$ 36.63	\$	42.06
Winter Candian Golf Pass Weekday	\$ -	\$	37.39
Winter Candian Golf Pass Weekday Twilight	\$ -	\$	30.84
Winter Candian Golf Pass Weekend	\$ -	\$	44.86
Winter Candian Golf Pass Weekend > 11	\$ -	\$	37.39
Winter Candian Golf Pass Weekend Twilight	\$ -	\$	32.71
PGA Members	\$ 18.69	\$	18.69
Non-member junior with a parent	\$ 18.69	\$	18.69 Cart fee only
Spectator	\$ 18.69	\$	18.69
Small Range Balls	\$ 3.74	\$	3.74
Large Range Balls	\$ 6.54	\$	6.54
Range Coupon Book	\$ 51.40	\$	51.40
Replay (same day) 18 holes	\$ 18.69	\$	18.69
Replay (same day) 9 holes	\$ 11.92	\$	11.92

Golf Teams FREE Practice, matches and driving range for MSSH, MSMS, Hialeah High, and All Angels

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

Resolution No. 2011-3532

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

See DEFINITIONS on page 2

### **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

#### **NON-RESIDENT**

Annual Single	\$ 1,220.00
Annual Family	\$ 1,525.00
5 Day Single	\$ 1,075.00
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
Junior	\$ 150.00
Trail Fee	\$ 775.00
Co-rite	\$ 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) must be documented*

Resolution No. 2011-3532







City Manager Department  
201 Westward Drive  
Miami Springs FL 33166  
305-805-5010

**TO:** Honorable Mayor Xavier M. Garcia and Members of the City Council

**VIA:** Jim Borgmann, City Manager

**FROM:** Ron Gorland, Assistant City Manager

**DATE:** December 8, 2011

**SUBJECT:** Alexander Markov Rock Concerto at the Circle Friday Evening, January 13th

Subject to Council approval, we have committed to hosting subject event. As background, I was contacted late the afternoon of December 2<sup>nd</sup> by Ms. Anna Cruz, a local event planner,, to determine the City's interest in hosting subject event. It is primarily intended for school age children and is proposed to be held at 7:30PM, 1/13, at the Circle. After some quick contacts to determine that this was very much the type of event the City would like to host, I asked Recreation Dept., Omar Luna Recreation Department Director, and Patti Bradley, our special event coordinator, to flesh out the details including MSPD and Public Works support requirements (Attachment "A")

We believe this to be a rare opportunity for Miami Springs to interest our children in classical music and the violin. Alexander Markov (Attachment "B") does this by combining classical music and his violin with rock and his Rock Concerto. He is a world class violinist who has performed live at Carnegie Hall among other world famous halls. We were told that Mr. Markov is available to perform here because of the generous support that he receives from Milam's HQ located here in Miami Springs.

In addition to the attached, check out Mr. Markov's web site at <http://www.alexandermarkov.com/> The connection to us is that Milam's I'm told is a substantial supporter of Mr. Markov and his worldwide efforts to interest children in classical as well as classical rock music and instruments.

Agenda Item No.

City Council Meeting of:

DEC 12, 2011

Detailed planning still must be accomplished in a very short period which is already well underway initiated after our meeting Tuesday with Ms. Josie Romero, Executive Director, SpendforED, who is the event planner for this event. A representative of the organization will be at our Council meeting Monday night to make a short presentation and answer questions. This event will cost the City very little (no budget request of Council needed). However, we will need to shut down Circle the evening of Jan. 13<sup>th</sup> at approximately 6:30PM. BTW, this same event will soon be held at Fairchild Gardens for \$75.00 a person, plus chair rental. Attendees will bring their own chairs and blankets. Our only marketing responsibility will be our normal the local market promotion (Gazette, flyers, etc).

**Ronald K. Gorland**

**From:** Patricia A. Bradley  
**Sent:** Thursday, December 08, 2011 7:26 AM  
**To:** Ronald K. Gorland; Steven Carlisle; Omar Luna  
**Subject:** FW: Alexander Markov / Miami Springs Promotional Event Overview and Next Steps  
**Attachments:** ALEX\_MARKOV\_MIAMICONCERT\_draft4.docx; Rock2.jpg; alexander1.jpeg

**Importance:** High

---

**From:** Darren Sussman [<mailto:Darren@theatermania.com>]  
**Sent:** Wednesday, December 07, 2011 6:25 PM  
**To:** Patricia A. Bradley  
**Cc:** Josie Romero; Erik Sussman; Lev Gelfer; Adrienne Jacoby; Ana Cruz; Rees Bridges  
**Subject:** Alexander Markov / Miami Springs Promotional Event Overview and Next Steps  
**Importance:** High

Pat,

Great speaking and I share your enthusiasm about this event in Miami Springs on January 13th. Thanks for making me feel comfortable about understanding how this event needs to be promoted and perceived by the public. While we truly want to provide an inspirational experience for all the kids and families we also need to make sure that it is a "stepping stone" to creating excitement to come to the actual concert on January 27<sup>th</sup> at Fairchild. With that being said – here we go...these are the next steps to make this a big success for all.

#### **Promotions To Get Kids and Families To The Assembly**

- Josie and you will coordinate getting the word out to schools and the community. Please let us know which schools plan to attend so we can let our PR agent know in advance. Adrienne Jacoby (copied on this) is our PR person. Please communicate any PR related items directly with her. Media that will attend, etc. To help promote the Jan 13 event - You may want to consider putting a small sticker or flyer on all the posters and postcards? Say something like "Promotional Appearance in Miami Springs on Friday Jan 13 at 7:30" "Meet Alexander Markov, hear his story, and hear what all the buzz is about"

#### **Promotional Awareness For The Actual Concert in Advance of the Visit**

This is key and we appreciate it...here is what we discussed.

- We will provide you with 30 11 x 17 posters that you will have place on key storefronts. Josie – Can you and/or Ana get these to Pat asap? She is leaving next week and wants to get this all done immediately.
- Josie will provide you with some additional postcards to distribute
- You will put the concert in the community newspaper. That is great. Attached is our press release and a press photo. Here is the ticket information too: Call 866-811-4111 or visit [www.spendfored.org](http://www.spendfored.org) Please emphasize that people should get there tickets now! Limited availability.
- Later tonight I will send you a pdf of the poster so you can blow up some for placement in City Hall and a few other spots as you mentioned.

#### **Concert Tech Needs**

- PA with at least 3 microphones (at least one wireless). There will be announcements and Alex will need to play the acoustic violin in front of the mic so it is picked up by the PA

- Should be a professional sound person on site to ensure quality
- Need a guitar amplifier. This is a must. You can rent it from SIR or the like. Should be a mesa boogie or fender reverb amp.
- Need to have ample electrical power for the amp and PA and effects pedals. Extra extension cords are helpful just in case.
- We will bring our own drum set and possibly a bass player. Bass player can plug in to the PA and will bring his own instrument too.
- Everything should be set up at least an hour before – we will arrive at 6 – 6:15 to start setting up and get sounds.
- Be good to have some water and fruits for the artists and some food after the performance.
- Lighting should be available and with the ability to lower and raise at certain performance points. We do a bit with the electric bow that is super but needs the lights dimmed.

### Other Event Details

- TICKET SALES AT THE EVENT....We want to make sure there is a very visible area to get tickets. Signage would be great. A table with 2 laptops will be key. Josie can coordinate this with you.
- There should be a wireless mic to do a Q & A with the audience at the end. This is always popular. I will MC this.
- The entire assembly will be about 45 minutes. 5 minute intro, 10 minute classical, 3 minute in between, 15 minute rock, 10 – 15 minute wrapping up and Q & A. We are flexible with this...

This is very exciting and we are thankful for your efforts. We look forward to providing the community with a memorable event and an unforgettable experience when they come to the main concert on January 27 at Birchchild!

I will personally be in Miami Dec 24 – Jan 6 and be sure to connect with you to make sure we have everything 100% ready to roll.

Darren  
My Cell – 917-324-9136

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**TheaterMania.com | OvationTix.com |**  
Darren Sussman, President

1156 Avenue of the Americas, 5th Floor | New York NY, 10036  
p: 212-352-0255 x112 | f: 212-352-0880  
dsus@theatermania.com

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**FOR IMMEDIATE RELEASE**

**CONTACT / INTERVIEWS**

Adrienne Jacoby  
941-747-3584  
adrienne.b.jacoby@gmail.com

**Virtuoso Violinist Alexander Markov Partners with  
SpendforEd in Coral Gables for Benefit Gala and The  
Debut of the Rock Concerto, January 27, 2012**

***Markov Will Enchant the Fairchild Botanical Gardens Accompanied  
by The New World School of the Arts Orchestra,  
Gulliver Prep Vocal Ensemble & Coral Reef High School Chorus***

*New York, NY December 1, 2011*— Alexander Markov, one of the world's most accomplished virtuoso violinists and passionate musical mentor to students across the world, will light up the lawn of the Fairchild Tropical Botanical Garden in Coral Gables with his critically acclaimed Rock Concerto on January 27, 2012. The concert will begin at 9:00pm following SpendforEd's 1<sup>st</sup> Annual Gala supporting education. Markov, known for his masterful and dazzling performances, will debut his masterpiece to South Florida, which includes a variety of classical music followed by his original, musical epic – The Rock Concerto – featuring his six string, golden electric violin with lighted bow. Showcasing his world-class talent and technical skill, Markov brilliantly arranges and composes orchestrations to combine his love of classical and rock music into one musical experience.

The Rock Concerto has astounded audiences in sold-out arenas around the world. The performance is divided into two parts and explores the depth and diversity of his classical background and rock music expertise. In Part 1 of the performance, Markov will present a variety of his Virtuoso Classical Masterpieces including Vivaldi and Schubert and his signature Paganini, with conductor Alfred Gershfeld. Part 1 will also include The New World School of the Arts Orchestra and renowned pianist, Heike Doerr. A Gold Medal winner at the Paganini International Violin Competition, Markov's reputation for performing this romantic 19<sup>th</sup>-century repertoire is hailed as second-to-none. He has performed as a soloist with some of the world's most celebrated orchestras and conductors. Markov's thrilling, flawless performance guarantees to bring audiences to their feet.

Part 2 will introduce the new audience to his sophisticated and highly evolved piece of music featuring brand blending, innovative original compositions and a combination of melodic, rich harmonies of classical symphony with the Gothic sounds of a chorus and a rock-n-roll group. The Rock Concerto features renowned rock musicians Neal Coomer (Vocals), Ivan Bodley (Bass & Synth), Gregg Gerson (Drums) with the new addition of Juanito Pascual on Guitar, The New World School of the Arts Symphony Orchestra with conductor Albert Gershfeld, and the students from The Gulliver Vocal Ensemble w/ Music Director Ron Castonguay & The Coral Reef High School Chorus. An original composition by Alexander Markov and James V. Remington with lead vocal melodies and lyrics by Neal Coomer, The Rock Concerto brings

classical and rock audiences together with tuneful melodies and breathtaking solos that open into a colorful, triumphant wall of sound.

Playing the world's only gold-plated, electric violin and wielding a glowing, lighted bow, designed by co-composer James V. Remington, Markov leaves audiences breathless. The Rock Concerto is a richly textured work, years in the making, featuring the violin's enormous range of tone and mood, from quiet and sweet, to playful and humorous, to dark, gothic and powerful. In Markov's words, "The Rock Concerto is a musical fusion of contrasting classical elements, harmonies, melodies and counterpoints mixed with the contemporary sounds of rock n' roll."

Markov was inspired to create The Rock Concerto when he observed the decline in the number of young people attending classical concerts. The result is a body of work that attracts a young, rock music audience without alienating traditional classical music fans. By performing both this original, modern work and a classical Vivaldi and Schubert violin concerto in the same concert, he has created a unique concert experience that bridges the gap between classical and rock music fans of all ages.

Alexander Markov was born in Moscow, and studied violin with his father. By the time he was eight years old, he was already appearing as a soloist with orchestras and performing double concertos with his father. Markov grew up in Darien, Connecticut where his love affair with rock-n-roll began and eventually evolved into his Rock Concerto masterpiece. In 1987, he was awarded a prestigious Avery Fisher Career Grant. Markov received his U.S. citizenship in 1982 and now resides in New York.

The Rock Concerto, sponsored by D'Addario, will be located at the Fairchild Tropical Botanical Gardens - 10901 Old Cutler Road in Coral Gables, Florida 33156. Tickets are available online at [www.spendfored.org](http://www.spendfored.org) or by calling 1-866-811-4111. Ticket prices range from \$20 for GA Lawn Seating to \$75 for Premium Orchestra seats. For more information about the Rock Concerto visit: [www.rockconcerto.com](http://www.rockconcerto.com).

### **About SpendforEd**

Spendfor**ED** is a 501(c)(3) non-profit organization dedicated to supporting education. By linking schools with businesses and the local community, Spendfor**ED** provides financial resources to fund new initiatives and support existing programs that help students find their strengths, realize their passions, and expand their possibilities.

Together, we ensure our children will effectively compete in the new global economy.

###

# ALEXANDER MARKOV

LIVE AT CARNEGIE HALL



TCHAIKOVSKY VIOLIN CONCERTO  
THE ROCK CONCERTO  
BY MARKOV/REMINGTON

OCTOBER 9TH 2011  
SATURDAY

FOR TICKETS & INFORMATION  
[WWW.ROCKCONCERTS.COM](http://WWW.ROCKCONCERTS.COM)

**SOLD OUT**

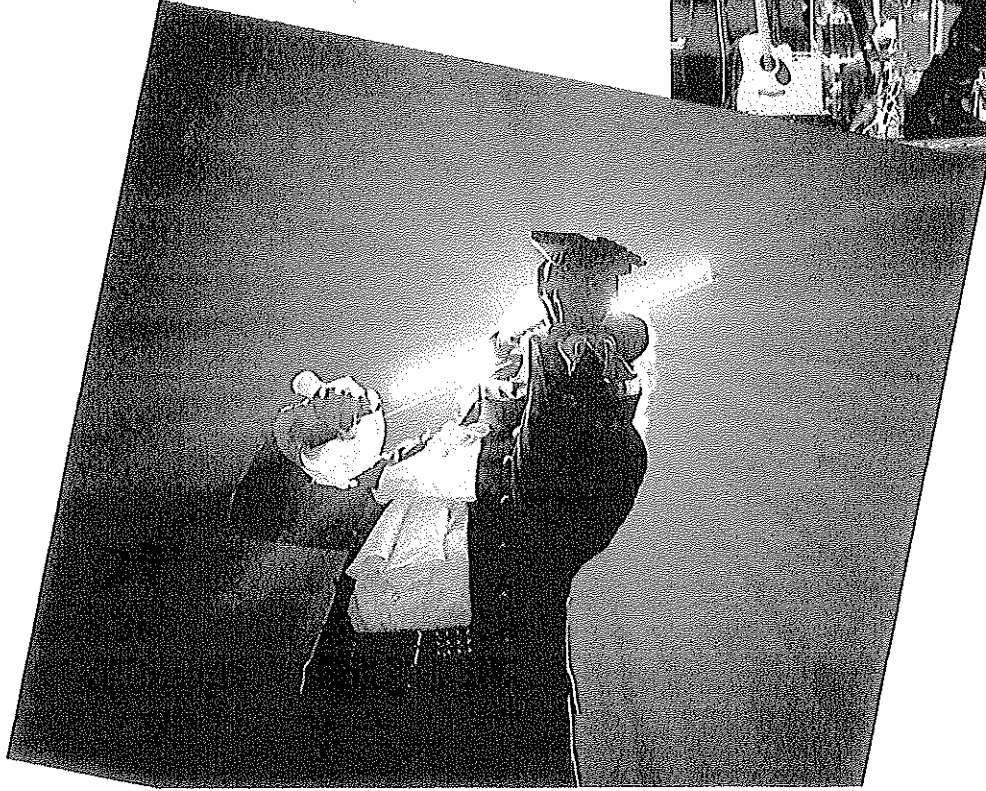
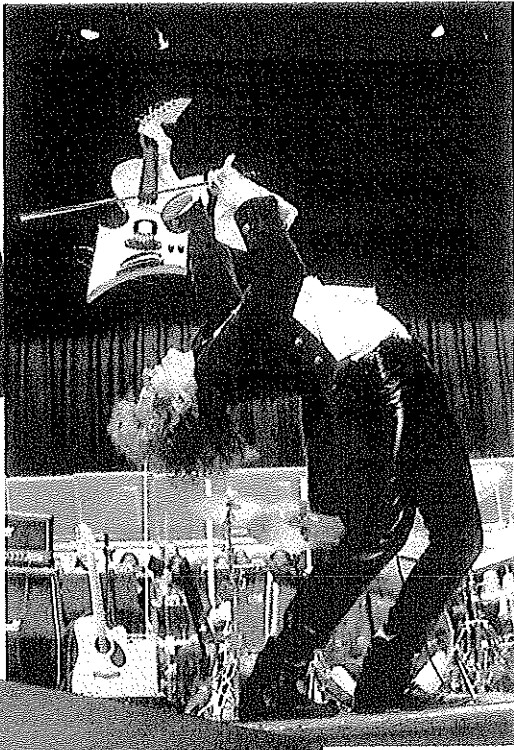
GB



ADRIENNES



# THE ROCK CONCERTO









Florida League of Cities

# Legislative Action Days

Tallahassee  
January 24-25, 2012



**Hotel Reservation Deadline: December 23, 2011**

**Registration Deadline: January 13, 2012**

## Hotel Information

**Residence Inn Tallahassee Universities  
at the Capitol - 600 W. Gaines Street**

Reservations can be made by calling the hotel at 1-(800) 321-2211 and asking for the **Florida League of Cities Jan2012** room block. The room rate is \$124/night, single or double occupancy, and includes complimentary parking. The cut-off date for making reservations is **December 23, 2011**.

After the cut-off date, all unbooked rooms will be released. Special requests will be honored based on availability.

**Note: Even though the cut-off date for making hotel reservations is specified, we could run out of rooms before that date so make your reservations as soon as possible.**

The Florida League of Cities will provide transportation between the Residence Inn, Kleman Plaza, the Tallahassee-Leon County Civic Center and the Capitol.



