



AGENDA INFORMATION

CITY OF MIAMI SPRINGS

CITY COUNCIL

Regular Meeting

Monday, January 23, 2012

7:00 p.m.

Council Chambers – City Hall

201 Westward Drive, Miami Springs

Mayor Xavier Garcia

Vice Mayor Dan Espino

Councilman Bob Best

Councilman George V. Lob

Councilwoman Jennifer Ator

City Manager Ronald K. Gorland

City Attorney Jan K. Seiden

City Clerk Magali Valls



CITY OF MIAMI SPRINGS, FLORIDA

Mayor Xavier M. Garcia

**Vice Mayor Dan Espino
Councilman George V. Lob**

**Councilman Bob Best
Councilwoman Jennifer Ator**

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

AGENDA REGULAR MEETING Monday, January 23, 2012 – 7:00 p.m. Council Chambers – City Hall 201 Westward Drive – Miami Springs

- 1. Call to Order/Roll Call**
- 2. Invocation:** Mayor Garcia

Salute to the Flag: Students from Springview Elementary will lead the audience in the Pledge of Allegiance to the Flag

3. Awards & Presentations:

- A) Presentation of the Comprehensive Annual Financial Report (2011 C.A.F.R.) for Fiscal Year Ending September 30, 2011 by the City's External Auditors Alberni Caballero & Company
- B) Officer of the Month Award – December 2011 – Detective Robert Barrios
- C) Certificate of Sincere Appreciation to James R. Borgmann

4. **Open Forum:** Persons wishing to speak on items of general city business, please sign the register located on the speaker's stand before the meeting begins
5. **Approval of Council Minutes:**
 - A) 01-09-2012 – Regular Meeting
6. **Reports from Boards & Commissions:**
 - A) 01-10-2012 – Recreation Commission – Cancellation Notice
7. **Public Hearings:** None
8. **Consent Agenda:**
 - A) Recommendation that Council Approve an Expenditure of Law Enforcement Trust Funds in the Amount of \$3,295.00 for NITV Federal Services, LLC, for an Upgraded Computerized Voice Stress Analyzer, as a Sole Source Provider, pursuant to Section 31.11 (E) (6) (c) of the City Code
9. **Old Business:**
 - A) Appointments to Advisory Boards by the Mayor and Council Members
 - B) Request for Additional Donation from the Miami Springs Historical Museum (MSHM)
 - C) Strategic Planning Report by Bill Busutil
 - D) Recommendation that Council Approve an Expenditure to Superior Park Systems, Inc., Based on the Quote Provided in the Amount of \$6,360.25 for the Installation of 200 Linear Feet of Galvanized Steel Custom Fencing Including 12 ft. Access Gates Opening for Existing Soccer Field Fencing, pursuant to Section 31.11 (C) (2) of the City Code
 - E) Recreation Facilities Restroom Analysis
 - F) Recommendation that Council Approve Change Orders to Wrangler Construction, in the Total Amount of \$ 3,215.81, for Additional Work Performed Outside the Original Scope for the Senior Center's ADA Covered Ramp and Driveway Project, Pursuant to §31.11 (E) (11) (A) (2) of the City Code

10. New Business:

- A) Resolution No. 2012-3536 – A Resolution of the City Council of the City of Miami Springs Providing for the Second Amendment to FY2011-2012 Budget; by Designating Funds from Intergovernmental Revenues and Appropriating Undesignated Reserves from the General Fund Revenues to Cover Authorized and Approved General Fund Expenditures; Providing Intent; Specifying Compliance with Budgetary Processes and Procedures; Effective Date
- B) Workshop Recommendations Regarding Calvin, Giordano & Associates' Presentation

11. Other Business:

- A) Presentation of the First Quarter Fiscal Year 2012 Budget Report (Unaudited)

12. Reports & Recommendations:

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

13. Adjourn

 If any person decides to appeal any decision of this Board with respect to any matter considered, s/he will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is made (F. S. 286.0105), all of which the City does not provide.

In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the City Clerk, 201 Westward Drive, Miami Springs, Florida 33166. Telephone: (305) 805-5006, no later than (7) days prior to the proceeding.

Pursuant to Sec. 2-11.1 (S) of the Miami-Dade County Code and Miami Springs Code of Ordinances Chapter 33 - §33-20, all persons, firms or corporations employed or retained by a principal who seeks to encourage the passage, defeat, or modifications of (1) ordinance, resolution, action or decision of the City Council; (2) any action, decision, recommendation of any City Board or Committee; or (3) any action, decision or recommendation of City personnel during the time period of the entire decision-making process on such action, decision or recommendation which will be heard or reviewed by the City Council, or a City Board or Committee shall register with the City before engaging in any lobbying activities on forms prepared for this purpose and shall state under oath his or her name, business address, the name and business address of each person or entity which has employed said registrant to lobby, and the specific issue on which he or she has been employed to lobby. A copy of the lobbyist registration form is available from the Office of the City Clerk.

**YOUR 2011
C.A.F.R.
WILL BE
DISTRIBUTED
ON FRIDAY,
JANUARY 20, 2012.**

**PLEASE BRING IT WITH YOU FOR THE
PRESENTATION ON
MONDAY,
JANUARY 23RD.**



Miami Springs
Police Department

Memorandum

Agenda Item No.

City Council Meeting of:

1.23.2012

To: Detective Robert Barrios
From: Peter G. Baan, Chief of Police
Subject: Officer of the Month, December, 2011
Date: 01/11/2012

On 01/06/2012, Lieutenant Steven Carlisle drafted a memorandum which recommends that you receive the Officer of the Month Award for December, 2011. The memo describes the details of your investigation into a residential burglary, which ultimately resulted in the arrest of one subject and the identification of others that may be involved.

The Miami Springs Police Department Awards Committee has concurred with Lieutenant Carlisle's recommendation, and I agree. You are invited to attend the regularly-scheduled City Council Meeting on January 23rd, at 7:00 p.m., when this award will be publicly presented to you. You are invited to bring with you any family members, friends, or associates to share in this occasion.

I congratulate you for your outstanding performance, and compliment you on your professionalism. Your outstanding performance is a positive reflection on the professional reputation of the entire Miami Springs Police Department.

Attachments

cc: City Manager R. Gorland
Captain J. Kahn
Lieutenant R. Walker
Lieutenant S. Carlisle
Lieutenant J. Mulla
CPO
Personnel File
Bulletin Board

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

*Rec'd 01/06/2012
AB*

*TO AWARDS
COMMITTEE*

Memorandum

To: Peter G. Baan, Chief of Police
From: Lieutenant Steve Carlisle *S. Carlisle*
Subject: Officer of the Month Nomination / Detective Robert Barrios
Date: January 6, 2012

On December 23, 2011, a residential burglary was committed at the Saratoga Springs Apartments located at 460 North Royal Poinciana Blvd. The subject(s) that perpetrated this crime stole a bag containing \$25,000 in cash that was hidden in an air handler closet as well as \$17,000 in jewelry located in the bedroom.

Detective Barrios began his investigation into the incident on December 26, 2011. It was evident based on information obtained from the victim as well as the manner in which the crime occurred that the individual knew where the money and jewelry were located inside the apartment. Detective Barrios developed a lead on a suspect and on December 29th that individual responded to MSPD to be interviewed. During the course of the interview Detective Barrios noted that the subject was nervous and evasive when answering his questions. In an effort to prove that he was innocent, the subject was offered the opportunity to take a CVSA exam. The subject agreed to take the exam and after it was concluded was advised that the results showed that he was deceptive in his answers. Detective Barrios continued to interview the subject for several more hours and eventually obtained a full confession from the subject whereby he admitted to setting up the entire incident to allow another individual to commit the Burglary. Information pertaining to the individual that actually committed the Burglary was also obtained and that part of the investigation is still ongoing.

*-6-12
J. Carlisle*

At the conclusion of the interview Detective Barrios accompanied the subject to his residence and recovered \$8000 in currency as well as \$13,500 in jewelry. This was the subjects "cut" for his involvement in setting up the crime. The recovered property was eventually returned to its owner.

Detective Barrios relied on his training, investigative skills and tenacity to thoroughly investigate this case and arrive at a successful outcome. He is to be commended for his efforts and I hereby nominate him for the "Officer of the Month" for December 2011.



DRAFT

City of Miami Springs, Florida

The Miami Springs City Council held a **REGULAR MEETING** in the Council Chambers at City Hall on Monday, January 9, 2012, at 7:00 p.m.

1. Call to Order/Roll Call

The meeting was called to order at 7:01 p.m.

The following were present:

- Mayor Zavier M. Garcia
- Vice Mayor Dan Espino
- Councilwoman Jennifer Ator
- Councilman Bob Best
- Councilman George V. Lob

Also Present:

- City Manager Ronald K. Gorland
- City Attorney Jan K. Seiden
- Chief of Police Peter G. Baan
- Finance Director William Alonso
- Public Works Director Robert T. Williams
- Recreation Director Omar L. Luna
- City Clerk Magali Valls
- Clerical Assistant Elora R. Sakal

2. Invocation: Councilman Best offered the invocation.

Salute to the Flag: Students from All Angels Academy led the audience in the pledge of allegiance to the flag.

Mayor Garcia presented baseball caps to the students who participated in the "I Led the Pledge" program.

3. Awards & Presentations:

None.

Mayor García welcomed Ronald K. Gorland to his first meeting in his new position as City Manager.

4. Open Forum:

Youth Advisory Board

César Castillo of 831 S. E. 7th Place, Hialeah, student at Miami Springs Senior High School stated that he was appointed by County Commissioner Rebeca Sosa to serve on the Miami-Dade County Youth Commission. He is aware that the City Council recently approved the establishment of a Youth Advisory Board. Every day he represents his peers in the County government in making changes in order to make sure that they are well-represented. Although the youth of the County does not have voting rights they are strongly affected by decisions that are made.

César Castillo explained that he has worked closely with the cities of Coral Gables, West Miami, Hialeah and Miami Springs. He believes that Miami Springs truly listens to its citizens and it is a great city. He hopes that the City Council takes the Youth Advisory Council very seriously.

José Maldonado of 914 Ibis Avenue stated that he is interested in joining the City's Youth Advisory Council since he would like to pursue a political career and learn more about government. He knows many young people who are interested in politics and in helping their community.

César Castillo stated that youth leaders make a difference in the future of the city, county and federal governments and they work silently in doing good things for the community without recognition. He hopes to work with Council in the future.

5. Approval of Council Minutes: (Agenda Items 5A and 5C approved with one motion)

5A) 12-12-2011 – Regular Meeting

Minutes of the December 12, 2011 Regular Meeting were approved as written.

Councilman Lob moved the item for approval. Councilman Best seconded the motion, which carried 5-0 on roll call vote.

5B) 12-12-2011 – Local Planning Agency

Minutes of the December 12, 2011 Local Planning Agency were received for information without comment.

5C) 12-23-2011 – Special Meeting

Minutes of the December 23, 2011 Special Meeting were approved as written.

Councilman Lob moved the item for approval. Councilman Best seconded the motion, which carried 5-0 on roll call vote.

6. Reports from Boards & Commissions:

6A) 12-15-2011 – Historic Preservation Board – Cancellation Notice

Cancellation Notice of the December 15, 2011 Historic Preservation Board meeting was received for information without comment.

6B) 12-27-2011 – Ecology Board – Cancellation Notice

Cancellation Notice of the December 27, 2011 Ecology Board meeting was received for information without comment.

6C) 01-02-2012 – Zoning and Planning Board – Cancellation Notice

Cancellation Notice of the January 2, 2012 Zoning and Planning Board meeting was received for information without comment.

6D) 01-02-2012 – Board of Adjustment – Cancellation Notice

Cancellation Notice of the January 2, 2012 Board of Adjustment meeting was received for information without comment.

6E) 01-03-2012 – Code Enforcement Board – Cancellation Notice

Cancellation Notice of the January 3, 2012 Code Enforcement Board meeting was received for information without comment.

6F) 01-04-2012 – Architectural Review Board – Cancellation Notice

Cancellation Notice of the January 4, 2012 Architectural Review Board meeting was received for information without comment.

6G) 01-11-2012 – Golf and Country Club Advisory Board – Cancellation Notice

Cancellation Notice of the January 11, 2012 Golf and Country Club Advisory Board meeting was received for information without comment.

To answer Councilwoman Ator's question, the City Clerk confirmed that the Board of Parks and Parkways would be meeting on Thursday, January 12th and that the board members had received all the necessary information.

7. Public Hearings:

None.

8. Consent Agenda:

Mayor Garcia read the titles of the consent agenda items.

8A) Approval of the City Attorney's Invoice for December 2011 in the Amount of \$11,292.75

There was no discussion regarding this item.

Councilman Lob moved the consent agenda. Councilwoman Ator seconded the motion which was carried 5-0 on roll call vote.

8B) Request for \$5,000 from Curtis Publishing for 2012-2013 Phone Directory from the Undesignated Fund Balance

Councilwoman Ator stated that in the future she would like the \$5,000 included in the budget for the phone directory.

Councilman Lob moved the consent agenda. Councilwoman Ator seconded the motion which was carried 5-0 on roll call vote.

8C) Recommendation that Council Approve an Expenditure of Law Enforcement Trust Funds (L.E.T.F.) in the Amount of \$5,378.68 to Dell Marketing, L. P., Utilizing Contract # WN05ACA for Equipment for the Red Light Camera System, Pursuant to Section 31.11 (E) (5) of the City Code

There was no discussion regarding this item.

Councilman Lob moved the consent agenda. Councilwoman Ator seconded the motion which was carried 5-0 on roll call vote.

9. Old Business:

9A) Appointments to Advisory Boards by the Mayor and Council Members

None.

9B) Update Regarding Red Light Camera Systems

Chief of Police Peter Baan reported that the red light camera system went on-line at 12:01 a.m. this morning. He presented a brief memorandum outlining the four affected intersections, which are eastbound N. W. 36th Street at N. W. South River Drive, westbound N. W. 36th Street at LeJeune Road, southbound LeJeune Road at N. W. 36th Street and westbound N. W. 36th Street at Curtiss Parkway.

Training on the red light camera system will begin next week, according to Chief Baan. The reviewing officers will be trained on actual data from the violations. The public has been notified via the internet, in newspaper articles and warning signs are posted before each of the intersections.

Mayor Garcia commented that there was a reduction in the number of locations and he asked for a brief explanation.

Chief of Police Baan explained that initially thirteen intersections were identified as viable for the camera installations and the Administration decided to reduce the number to five as a pilot program during the training process. One of the five sites was found to be outside of the city's jurisdiction at N. W. 30th Street and LeJeune Road. He said that if the system proves to be viable that additional intersections would be considered in the future.

9C) Resolution No. 2012-3535 – 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 (Tabled: 12-12-2011)

City Manager Ronald K. Gorland stated that a resolution was proposed at the last Council meeting when a question was raised about the cost of implementing the background check and fingerprinting program.

City Attorney Seiden announced that Councilman Lob would not participate in the discussion or the vote on this item due to his continuing membership on the Optimist Club Board.

City Manager Gorland read a response from Recreation Director Omar Luna regarding the fingerprinting and background check analysis. The annual cost to the City for each background check is \$40.00 and \$25.00 for each fingerprinting. The background checks must be done on a yearly basis and the fingerprinting is good for five years. The projected cost for the first year based on sixty-five coaches per league or a total of 195 coaches, which could be reduced to 170 coaches if they overlap from league to league, is \$11,432.50. This covers all the out-of-pocket costs for Little League, Optimist football and Miami-Springs/Virginia Gardens soccer. It does not include the in-house basketball program and management personnel costs.

City Manager Gorland explained that the second year, based on background checks for 170 coaches, the cost would be \$6,800.00 and fingerprinting for an additional fifteen coaches would be \$408.75 for a total of \$7,208.75 per year until the five-year mark. It is recommended that the City cover all costs associated with the background checks and fingerprinting. However, some of the cost could be recaptured by charging each participant registered in the league \$5.00. The additional \$5.00 would be added to the registration fee and the City will be reimbursed for the amount of participants registered in the programs.

An example was presented for each of the sports showing a possible reimbursement totaling \$4,600.00 per year, reducing the total estimated cost for the first year from \$11,432.50 to \$6,832.50; and the following four subsequent years to \$2,608.75. The estimated net cost of the program for this partial fiscal year is estimated to be \$11,432.50, according to City Manager Gorland. There is no additional funding in the current budget and a budget amendment would be needed in order to utilize funds from the Fund Balance.

City Manager Gorland explained that the Administration is requesting Council approval for the additional charge of \$5.00 for each registration and the budget amendment, as well as adoption of the resolution.

Recreation Director Omar Luna stated that many cities impose an additional charge for the background checks. He added that the youth leagues would meet with the Administration in order to determine what they need to charge to cover their expenses. The various registration forms could also include the information that the additional \$5.00 would go to the City for the fingerprinting and background checks so that the children are safe within the programs. He commented that the City increased the basketball registration from \$75.00 to \$80.00 this year to help cover the cost and there were no complaints.

To answer the Mayor's question, Mr. Luna said that in his opinion this is the best policy that makes the most sense and is cost efficient. The parents would be charged an additional \$5.00 in order to ensure the safety of their children.

Mayor Garcia suggested that it should be mandatory for the registration forms to include information about the additional fee so that the parents are aware that the funds would go to the City for the fingerprinting and background checks.

City Manager Gorland commented that the City works closely with the youth leagues and they should agree to the request for including the information on the registration forms.

Councilman Best knows that the registration fees for the various programs have steadily risen over the past years due to the value of the dollar. He feels that \$5.00 would be well-spent to ensure the safety of the kids.

Vice Mayor Espino asked if the other municipalities conducted their background checks every year.

Recreation Director Luna estimated that 60% to 70% of the municipalities conducted the background checks every year and a few cities that extended the time to every two years told him that they preferred they be done every year.

Mayor Garcia mentioned that some of the youth leagues were already conducting the background checks, although it did not meet the City's requirements, but they were already paying for some of the expense as part of the registration. It seems the burden would be 100% removed from the organizations and placed upon the parents and the City.

City Attorney Jan K. Seiden said that there was discussion in some of the meetings that were held and it is an issue for the national organization. If the national organization accepts the City's processes for their own they have the complete discretion to reduce the amount of funding required for registration on a national level. This is not something the City can require or mandate and each league could try to work with the national organization in order to reduce the cost of the registration per player. The resolution was drafted with certain language because the City has no control over the situation and it is important to guarantee the safety of the children based upon the program.

Councilwoman Ator commented that the coaches would most likely be double checked.

City Attorney Seiden explained that the City requirements would be more extensive than the national requirement and there is no need for duplication, but the City cannot ask the national organizations not to conduct their background checks.

Councilwoman Ator did not realize that there were so many participants in the Miami Springs/Virginia Gardens soccer program. She asked if Virginia Gardens had been contacted about the proposed background check and the additional \$5.00 payment for their registrations.

Mr. Luna responded that the various Youth League Presidents are aware of the process; they understand that they will not have to pay for the fee and it will be added to the registration. He assured Councilwoman Ator that Virginia Gardens is aware of the plan and the process.

Councilwoman Ator noted that the resolution in the agenda packet did not include the Exhibit that was attached for the previous meeting. She would like the resolution to include language for the concept of charging \$5.00.

City Attorney Seiden replied that the fee might change and it is not necessary to include the amount in the resolution. He referred to the Exhibit, explaining that each Youth Sports Organization (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 its policy. In addition, compliance with the mandated background investigation required herein by the City shall be conducted by the City Police Department upon receiving advanced approval.

Councilwoman Ator reiterated her concern about not including the fee information in the Exhibit for research purposes in the future. She emphasized that the record and the documentation must be clear.

City Attorney Seiden suggested adding language to the Exhibit that states that the YSO shall be responsible for covering whatever costs the City determines is necessary for the background investigations, without mentioning a dollar amount.

Councilwoman Ator asked the City Attorney to make sure the City Clerk receives a copy of the new Exhibit as an attachment to the resolution.

City Attorney Jan K. Seiden read the resolution by title.

Vice Mayor Espino moved to adopt the resolution. Councilman Best seconded the motion which was carried 4-0 on roll call vote, with Councilman Lob abstaining.

Vice Mayor Espino clarified that the budget amendment for the \$11,000 expense would be a separate agenda item at a future meeting.

City Attorney Seiden agreed that Council is approving the budget amendment in concept and an agenda item will come back for final approval.

(Agenda Item 10F was considered at this time)

10. New Business:

(Agenda Item 10A was considered after Agenda Item 10B)

10A) Recommendation that Council Approve a Change Order to Chi Alarm, in the Amount of \$1,513.00 for Additional Work, Pursuant to Section 31.11 (E) (11) (a) (2) of the City Code

City Manager Ronald K. Gorland stated that this is a recommendation that Council approve a change order to Chi Alarm in the amount of \$1,513.00 for additional work required by Miami-Dade County to comply with the code, including a flow switch visual notification strobe and sealed detector installation in the OIC room in the Fire Department. Funds are available in the Building Maintenance and Improvement account.

Councilman Lob moved the item. Councilman Best seconded the motion which was carried 5-0 on roll call vote.

Councilman Lob asked if there is a lightning detector installed at the Golf Course.

City Manager Gorland responded that it was agreed that no installation would be made at the Golf Course.

(Agenda Item 10B considered after 10F)

10B) Recommendation that Council Award RFP No. 01-11/12 to Diamond Contract Services, the Lowest Responsible Proposer, in the Amount of \$82,585.08, for Janitorial Services, Pursuant to Section 31.11 (E) (2) of the City Code

City Manager Ronald K. Gorland read the title of the recommendation. He added that the current service costs approximately \$108,322.00 and there would be a cost reduction of approximately \$25,700.00 annually by making this award.

Vice Mayor Espino moved the item. Councilman Lob seconded the motion which was carried 5-0 on roll call vote.

(Agenda Item 10C considered after 10A)

10C) Resolution No. 2012-3534 – A Resolution of the City Council of the City of Miami Springs, Florida Authorizing Signatories for all City Bank, Savings and Trust Accounts; Authorizing Acceptance of Two Facsimile Signatures of City Manager Ronald K. Gorland and Finance Director William Alonso; Authorizing the Combined Manual Signatures of two of the following: City Manager Ronald K. Gorland and Finance Director William Alonso, or Chief of Police Peter G. Baan; Rescinding all Resolutions in Conflict; Effective Date

City Attorney Jan K. Seiden read the resolution by title.

Attorney Seiden stated that this is the updating bank resolution.

Councilman Best moved the item. Councilman Lob seconded the motion which was carried 5-0 on roll call vote.

10D) Recommendation that Council Authorizes Staff to Reserve a Table of Ten at a Cost of \$1,300.00 for the Miami-Dade County League of Cities 58th Annual Installation Gala to be Held on Saturday, February 18, 2012 at 6:30 p.m. at the Treetop Ballroom at Jungle Island and to also Approve a 1/2 Page, Color ad at a Cost of \$750.00

City Manager Ronald K. Gorland stated that this is a request from the Miami-Dade County League of Cities to purchase a table of ten for the Annual Installation Gala. He clarified that individual tickets are \$150.00.

Mayor Garcia commented that it is more cost effective to purchase the table depending on how many Council members plan to attend the event.

Councilman Best, Councilman Lob and Councilwoman Ator confirmed their attendance.

Mayor Garcia commented that the total expenditure for the table is \$1,300.00 and Council must also consider placing a ½ page color ad in the program for an additional cost of \$750.00.

By consensus, Council agreed to purchase a table of ten for \$1,300.00 and not to place an ad.

10E) Consideration of Holding a Workshop Meeting to Discuss Term Limits and the Election Process

Mayor Garcia stated that Calvin, Giordano & Associates had also requested a Workshop meeting. He asked if their presentation could be done at the same meeting.

City Manager Ronald K. Gorland stated that it would be Council's decision to include an item for the presentation from Calvin, Giordano at the same Workshop meeting.

Mayor Garcia suggested Wednesday, January 18th and discussion ensued regarding the time.

City Attorney Seiden recommended that the presentation from Calvin, Giordano & Associates should be the first item of business. He added that the City Clerk would prepare materials for the discussion related to the election process.

Council agreed to schedule a Workshop meeting for Wednesday, January 18, 2012 at 6:30 p.m.

Agenda Item 10F discussed after Agenda Item 9C.

10F) Recreation Field Restroom Monitoring Recommendation

Nery Owens of 332 Payne Drive voiced her approval for adding City Staff in order to monitor the restrooms for the use of the children, but she would like the Staff to stay at the park for their entire shift for this purpose.

Mayor Garcia mentioned that he had reviewed the recommendation that is costly. He clarified that he asked the Administration to discuss this issue as he had received telephone calls from residents regarding the locked restrooms. After the signs were posted that there were restrooms available at the Community Center the telephone calls were reduced dramatically, but some parents were still concerned. He asked Recreation Director Luna to present his recommendation.

Recreation Director Omar Luna stated that he is proposing a plan for weekends, holidays and weekdays. For the remainder of this fiscal year, based on the average salary of \$8.50 per hour times 12 hours, the total is \$102.00 per day on Saturday and Sunday. This equals \$204.00 per weekend, times three parks for a total of \$612.00. Based on thirty-eight weeks remaining in the fiscal year, the grand total would be \$26,744.40 or \$8,914.80 per park for weekends and holidays.

Mr. Luna also presented a cost analysis for weekdays. He said that Staff arrives at 5:30 p.m. to open the restrooms before the programs begin at 6:00 p.m. If the restrooms were to open after school at approximately 3:30 p.m. it would be two hours a day, five days a week, for a total cost for the remainder of the fiscal year of \$22,287.00, or \$7,429.00 per park.

Mr. Luna clarified that the proposal is based on placing a Staff person at the restrooms the entire time instead of having someone go back and forth checking the restrooms and finding problems. He agreed there is nothing worse than a dirty restroom.

City Manager Gorland explained that even though cleanliness is important, the real issue is to make sure that people are safe and that the equipment is protected from vandalism. He is totally supportive of having Staff on hand when the restrooms are open and he understands the parents' concerns.

Mayor Garcia agreed that it is an expensive proposal and other cities have Staff at their restroom facilities.

Councilman Best knows that the restroom availability had been a problem for many years. He appreciates the consideration of making them available, but cannot see spending \$30,000 when there are coaches that should be overseeing the parks.

Mayor Garcia said that there is Staff available during the Little League and soccer programs and he cannot agree with asking volunteer coaches to oversee the restrooms.

Councilman Best reiterated his concern with spending the additional funds.

City Manager Gorland stated that having Staff available would avoid serious problems, but there is no 100% guarantee.

Councilman Best explained that the basic concept is a safety issue, but this is going too far in his opinion.

Councilman Lob stated this is an expensive proposition, although during sanctioned events there are coaches present and that is not a problem. He would like to at least consider the holidays when many people are off from work and take their kids to the park.

City Manager Gorland added that during the summer it is also important because of the Summer Camp program.

To answer Councilman Lob's question, Mr. Luna stated that the restrooms are open during the summer for a certain time period when the summer camp kids are taken to the playground. The Summer Camp Staff are available to ensure the cleanliness of the restrooms. The problem is related to weekends, holidays and the two hours on weekdays. He said that the available Staff does the best they can, but there is a budget that he has to maintain.

Recreation Director Luna clarified that when Staff is not available the restrooms are locked and the sign is posted to use the Community Center. He said that on the weekends when there are parties he opens the restrooms, but even though Staff checks them, there are still complaints.

Vice Mayor Espino stated that parties should pay to defer the costs. He agrees that the fields should not be open without restroom availability and he is more concerned about safety than cleanliness. He does not want Staff to be sitting at an empty park all day without doing something else.

Mayor Garcia felt that it is important for the restrooms to be open, but it is not feasible to do it at every park. He suggested that the residents could be informed that restrooms are open at Prince Field because the park is used by all age groups. He asked for a cost analysis for one park for weekends and holidays.

Recreation Director Luna responded that it would cost approximately \$20,000 for the rest of the year for only one park, considering weekends, holidays and two additional hours on the weekdays.

Mayor Garcia suggested that the salary for a part-time person could be added to the budget, and when they are not monitoring the restroom facility they could have other responsibilities at the Community Center.

To answer the Mayor's question, Mr. Luna confirmed that one part-time person would cost approximately \$15,000 per year.

City Manager Gorland felt that the cost per hour is the key and the Administration can decide how many part-timers it takes to cover the restrooms. He said that a recommendation could be made for the various parks, and one part-time person would not be enough.

Councilwoman Ator agrees that the restrooms should be open on the weekends from her experience as a parent, but she also agrees that the cost is excessive. She would not suggest having someone available twelve hours a day on weekends and she would dispute the fact that someone is needed at Prince Field and not the other parks. She felt that the numbers presented might be inflated because there are already budgeted activities at the parks and the estimate is based on twelve hours a day.

Recreation Director Luna commented that he could not project the youth league schedules and his estimate is based on the worst case scenario.

Councilwoman Ator did not feel that someone is needed at the parks between 7:00 a.m. and 9:00 a.m.

Recreation Director Luna stated that 7:00 a.m. to 7:00 p.m. ranges from sunrise to sunset, based on the national park average.

Councilwoman Ator agrees that holidays should be covered, but the time could be changed to 9:00 a.m. or 11:00 a.m. instead of 7:00 a.m. The operating hours could be posted so that everyone understands when the restrooms are open. She would question the cost of the weekday hours from 3:30 p.m. to 5:30 p.m. because she knows that the tot-lot is already used by the kids in the after-school care program on Wednesday.

Recreation Director Luna said that the kids do not go to the playground every Wednesday and sometimes they play in the gym.

Councilwoman Ator does not feel the answer is limiting the restroom availability at only one park because there is a need at Stafford and Peavy/Dove parks.

Recreation Director Luna responded that the restrooms at Peavy/Dove should only be open during organized activities or on the weekends for safety reasons due to the high school location. He added that traffic is very minimal there on the weekends. There are also issues with the restrooms at Stafford Park because of the middle school location.

Councilwoman Ator reiterated that the hours are inflated and the exact number of hours should be identified, based on the amount that is currently funded.

Vice Mayor Espino said that he would like to know what the peak times are for the use of the parks; he would like additional information in order to be able to make a decision.

Councilman Best added that he could not offer his support for the amount of funding in order to place a porter in the restrooms.

Mayor Garcia stated that some people would agree with spending the funds for their children to be able to use the restrooms and if Council makes this decision, it must be funded, although it is a lot of money.

Councilman Best said that the restrooms were opened and closed by Recreation Staff for many years, based on the operation of the field. He assumes that this is happening at the other parks and if not, he would like to know why not.

Recreation Director Luna responded that Staff opens and closes the park restrooms only during organized activities.

Councilman Best asked if the janitorial service employees are tasked to clean the restrooms.

Recreation Director Luna clarified that the janitorial service cleans the restrooms at night, while the Recreation Staff checks the restrooms periodically when there are organized activities. During the Little League activities on Saturday Staff must clean the restrooms in order to avoid problems.

Mayor Garcia said that Staff is already monitoring the restrooms during activities and the cost should be separated from the additional time.

Recreation Director Luna assured Council that the restroom cleanliness is important to him and sometimes he checks them on the weekends and he has sent Staff home when they are dirty.

Mayor Garcia added that sometimes there are 50 or 60 people at Prince Field on the weekend and they have asked him why the restrooms are not open. He will tell them that the proposal was made to Council and the problem was the funding and they will say that they pay taxes for this purpose. He wants to evaluate some other expenses that might not be a priority and the funds could cover the cost of having the restrooms open year-round.

Councilman Best explained that he does not have a problem with the restrooms being open at a prescribed time every day at all parks year-round, provided they are maintained, and it does not cost an excessive amount.

Vice Mayor Espino reiterated his request for more information on what are the peak times at the parks and which parks have the most activity during the year. The cost must be compared to the benefit and it does not make sense to spend the funds for the benefit of only a few people.

Mayor Garcia emphasized that the public must be educated as to the availability of the restrooms at the parks during the organized activities and during other times.

City Manager Gorland offered to bring back a number of options for Council's consideration.

The Administration will come back with additional information.

10G) Optimist Club Alcohol and Funding Event Request for the January 21, 2012 Barbecue on the Circle

Optimist Club President Bill Tallman of 901 Falcon Avenue requested approval to serve alcohol on the Circle during the event and funding of \$3,000 to cover associated traffic and sanitation costs. He stated that last year's inaugural event was very successful and it is intended to create a public event for the residents as well as a fund raiser for the Optimist Club.

Mr. Tallman pointed out that the traffic and police costs last year totaled \$1,960.00; the sanitation including port-a-let rentals was \$600.00, and the dumpster was \$375.00. The Optimist Club estimates \$3,240.00 will be their responsibility, including a band, D.J., fire extinguishers, table and chair rental, bounce houses, T-shirts, awards, flyers and banners.

To answer the Mayor's question, Mr. Tallman clarified that last year's event raised \$4,000 to \$5,000 net after all expenses, including the \$500.00 cash prize that was donated back to the Club.

Mayor Garcia commented that funds are included in the budget for Circle events in the amount of \$10,000. He asked what the balance of the funds was in the account.

City Manager Gorland responded that very little of the \$10,000 for special events had been spent to date.

Mayor Garcia would like the clubs and organizations to save their profits in order to budget for future events because the City might not always be able to assist with funding.

Mr. Tallman explained that looking forward they intend to save their profits for future events. The Optimist Club is a volunteer organization and the activities involve a lot of time and effort. He added that this is a partnership and a "win-win" situation.

Mayor Garcia suggested that next year the local businesses could make a small donation to help cover the expenses because it has been a successful event.

Vice Mayor Espino commented that the event had been very successful and the City can help with the initial process until it takes a life of its own. This is the third year that Council has allocated funds for special events and the process is still not in place for two windows of opportunity for the organizations to apply for funds. He would like to implement the application process, times for consideration and distribution of funds in six-month increments.

Vice Mayor Espino moved to approve the alcohol consumption on the Circle and the allocation of \$3,000 for the event. Councilman Best seconded the motion.

Councilwoman Ator stated that she would like to see some of the profits coming back if the Optimist Club makes more money than expected. She said that organizations should provide the information for special events in advance and plan for the future.

Vice Mayor Espino commented that the Optimist Club is one of the hardest working organizations in the City and their volunteers have staffed numerous events, including the Fourth of July, and the City uses their equipment. He does not want them to give any of the funds back because they work for the good of the community.

Councilman Best agreed that the Optimist Club had worked hard for the benefit of the kids in the community. He is not a member of the organization and he would like the City to offer support.

Mayor Garcia commented that the barbecue event is going to become a staple in the community just like the Springs River Festival and it will be a bigger success than last year.

On roll call vote the motion carried 3-1 with Councilwoman Ator casting the dissenting vote and Councilman Lob abstaining.

12. Reports & Recommendations:

12A) City Attorney

Deferred Retirement Option Plan (DROP)

Attorney Seiden stated that he distributed an e-mail regarding an item that the prior City Manager brought up in reference to a proposed change to the Deferred Retirement Option Plan (DROP). He spoke with Pension Attorney Steve Cypen's office and they are going to present the information to the General Employees Retirement Board at their next meeting for approval.

Historic Tax Credit

City Attorney Seiden reported that he has kept in contact with Eric Wishneff regarding the Curtiss Mansion historic tax credits and Mr. Wishneff is currently looking for investors.

12B) City Manager

Public Works Review

City Manager Gorland informed Council that he had distributed an Independent Review of Public Works and asked Council to look it over. He also provided the credentials of the individual who conducted the review.

Upcoming Events

City Manager Gorland noted that some events coming up are the performance by Alexander Markov on the Circle on Friday, January 13th. City Hall will be closed on January 16th for Martin Luther King Jr. Day. The Woman's Club is hosting an Open House to thank and honor former City Manager Jim Borgmann for his many years of service on Thursday, January 19th. Movie Night on the Circle is on January 20th, and the Second Annual Optimist Club Barbeque fundraiser Cook-off is on Saturday, January 21st.

12C) City Council

Happy New Year

Councilwoman Ator hoped everyone had a Happy New Year.

All Angels Bingo and Movie Night

Councilwoman Ator announced that All Angels is hosting another bingo night on Saturday, January 14th and the next Movie Night on the Circle will be on Friday, January 20th.

Poker Night

Councilman Lob reported that the Rotary Club is having their annual poker night on Saturday, January 28th and encouraged everyone to sign up.

Miles for Marli

Councilman Lob announced that the Miles for Marli walk will take place on Saturday, January 28th and he encouraged everyone to join and donate for a worthy cause.

Happy New Year

Councilman Lob wished everyone a Happy New Year.

Barbeque Cook-Off

Vice Mayor Espino invited everyone to join the Optimist Barbeque Cook-off on Saturday, January 21st.

Miles for Marli

Vice Mayor Espino announced that in addition to the Miles for Marli walk on January 28th, the organization is sponsoring an art event on Saturday, January 14th on a yacht and anyone is welcome to attend. He asked that everyone keep the Wolff family in their prayers. Marlene Wolff is in hospice and has been battling cancer for a long time.

Relay for Life

Vice Mayor Espino reported that the Cancer Relay for Life would be held on March 3rd and he encourages everyone to be aware of the upcoming events.

Happy New Year

Vice Mayor Espino wished everyone happy holidays and a Happy New Year.

City Manager

Vice Mayor Espino welcomed Ron Gorland as the new City Manager and commended him for doing an excellent job so far.

Happy New Year

Councilman Best wished everyone a Happy New Year. He is glad to see everyone back safe and is looking forward to getting things done over the next few months that will be useful to everyone in the City.

Election Primary

Mayor Garcia reminded everyone that election time is here again and the primaries for the Presidential Election are coming up on January 31st. He encouraged those who can vote to do so. Absentee ballot request forms are available.

Mom and Pop Grant

Mayor Garcia reported that County Commissioner Rebeca Sosa is sponsoring her Mom and Pop Grant event again and due to the tight budgets, they are limiting the funding to \$1,000 to \$2,000 for those businesses that have never received funding before and those that provide services or goods. Applications are available online starting on January 20th or at Commissioner Sosa's office.

13. Adjourn.

There being no further business to be discussed the meeting was adjourned at 8:42 p.m.

Zavier M. Garcia
Mayor

ATTEST:

Magali Valls, CMC
City Clerk

Approved during meeting of: _____

Transcription assistance provided by Suzanne S. Hitaffer.

Words ~~stricken through~~ have been deleted. Underscored words represent changes. All other words remain unchanged.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME LOB, GEORGE V.	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE MIAMI SPRINGS CITY COUNCIL
MAILING ADDRESS 8100 PLOVER AVENUE	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY COUNTY MIAMI SPRINGS MIAMI-DADE	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED 01-09-2012	MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

RE: AGENDA ITEM 9C - 01-09-2012 CCRM

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, GEORGE V. LOB, hereby disclose that on JANUARY 9, 20 12.

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of THE OPTIMIST CLUB by whom I am retained; or MAINTAIN A SEAT IN THE BOARD OF DIRECTORS.
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

COUNCIL CONSIDERED ADOPTION OF RESOLUTION NO. 2012-3535 APPROVING FINGER PRINTING REGULATIONS FOR SPORTS ORGANIZATIONS UTILIZING CITY FIELDS. I AM A MEMBER OF THE BOARD OF DIRECTORS OF THE OPTIMIST CLUB AND I ABSTAINED BECAUSE THE CITY COUNCIL VOTE MAY IMPACT THE FINANCIAL RESPONSIBILITY OF THE CLUB.

1 - 12 - 2012

Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

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MAILING ADDRESS 8100 PLOVER AVENUE	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY COUNTY MIAMI SPRINGS MIAMI-DADE	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED 01-09-2012	MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE

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For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

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WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

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- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

RE: AGENDA ITEM 109-01-09-2012 CCRM

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

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(a) A measure came or will come before my agency which (check one)

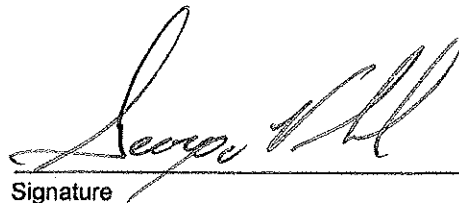
- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of THE OPTIMIST CLUB by whom I am retained; or MAINTAIN A SEAT IN THE BOARD OF DIRECTORS.
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

COUNCIL CONSIDERED AN ITEM INVOLVING APPROVAL OF ALCOHOL AND ALSO A \$3,000 FUNDING FOR THE BBQ EVENT OF THE OPTIMIST CLUB ON 1-21-2012 SINCE I AM A MEMBER OF THE BOARD OF DIRECTORS OF THE CLUB, I ABSTAINED BECAUSE THE CITY COUNCIL VOTE MAY IMPACT THE FINANCIAL RESPONSIBILITY OF THE CLUB.

1-12-2012

Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



City of Miami Springs, Florida

Recreation Commission

CANCELLATION NOTICE

The Recreation Commission meeting scheduled for Tuesday, January 10, 2012 has been canceled in advance.

Elora R. Sakal
Clerk of the Board

cc: City Council
City Manager
City Clerk
City Attorney
Recreation Commission Members
Post

CITY OF MIAMI SPRINGS



Police Department
201 Westward Drive
Miami Springs, FL 33166-5289
Phone: (305) 887-1444
Fax: (305) 883-2384

Agenda Item No.
CONSENT
City Council Meeting of:

1-23-12

TO: Honorable Mayor Garcia and Members of the City Council

VIA: Ronald K. Gorland, City Manager *Ron*

FROM: Peter G. Baan, Chief of Police *Peter A. Baan*

DATE: January 6, 2012

SUBJECT: Recommendation that Council approve an expenditure of LETF funds in the amount of \$3,295.00 to NITV Federal Services, LLC, for an Upgraded CVSA, as a sole source provider, pursuant to Section §31.11 (E)(6)(c) of the City Code.

REASON: Upgraded PC-based truth verification system (CVSA) to be utilized for police investigations and pre-employment screenings. See attached documentation; 1) Memorandum from P. Baan dated 01/06/12, 2) Memorandum from S. Carlisle dated 01/05/12, 3) Estimate No. 859 and additional documentation from NITV Federal Services, LLC dated 12/28/11.

COST: \$3,295.00

FUNDING: Law Enforcement Trust Fund Account 650-2010-521.52-00 \$3,295.00

This expenditure and the program that it will fund will comply with the provisions of Florida State Statute 932.7055(5)(a).

Procurement approval: *TR*



Miami Springs
Police Department

Memorandum

To: Roanld K. Gorland, City Manager

From: Peter G. Baan, Chief of Police

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

Subject: CVSA Upgrade

Date: January 6, 2012

The Police Department currently utilizes a PC-based truth verification system called a Computer Voice Stress Analyzer (CVSA). Since this system was purchased and placed into service in 2002, it has proven to be a valuable and accurate investigative tool, as well as essential for police pre-employment screenings.

This ten year-old unit is not compatible with recent software upgrades which greatly enhance the unit's capabilities. The Police Department is presently using a free loaner unit, as ours has been sent to the vendor for repairs.

A new state-of-the-art unit is available at a dramatically discounted price of \$3,295.00 to agencies currently using CVSA systems. Funding for this purchase is available from the Law Enforcement Trust Fund and I recommend that this item be placed on the next regular City Council Meeting Agenda for approval.

Attachments

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

Rec'd 01/06/2012
PB

Memorandum

To: Peter G. Baan, Chief of Police

From: Lieutenant Steve Carlisle

S. Carlisle

Subject: Request for CVSA Upgrade

Date: January 5, 2012

In August of 2002 the Miami Springs Police Department purchased a Toshiba laptop computer and the applicable software from the National Institute for Truth Verification for the purpose of conducting Computerized Voice Stress Analysis as means of determining truthfulness during investigative interviews. The utilization of this equipment required extensive training by the individuals certified to administer the tests as well as finesse while using the equipment and the ability to analyze the charts after the test was completed. In 2007, the computer was upgraded with the CVSA II software, which made the equipment more user friendly and provided an algorithm that assisted in chart analysis. The Police Department also expanded the use of the CVSA to include pre-employment testing for individuals applying for employment with the City of Miami Springs, thus eliminating the expense of an outside agency to conduct polygraph exams. The use of the CVSA by our agency has proven to be very successful and accurate.

The latest advancements in technology have led to the development of the next generation of CVSA computers and software. Unlike the upgrade in 2007, the Toshiba laptop computer currently being used is not eligible for the new software upgrades because it lacks the capacity to handle the programs. The new CVSA technology utilizes the FACT Scoring System which uses mathematical algorithms and a built-in "learning" feature to recognize, evaluate, categorize and quantify the output graphs from the CVSA II. The FACT Scoring System also evaluates CVSA II charts as "Deception Indicated" or "No Deception Indicated." The latest version of the CVSA II also includes an automatic voice modulation system and an automated report writing feature thus eliminating two functions that were previously done by the CVSA examiner.

The NITV is currently offering agencies utilizing CVSA systems with antiquated technology the opportunity to upgrade to the latest CVSA II computer system which uses the DELL Latitude E6420 laptop computer. The listed price is a discount to agencies currently using CVSA equipment and is valid for thirty days. The NITV is a sole source provider for CVSA equipment and software. The specifications for the instrument as well as the cost estimate are attached.

1-5-12
J. [unclear]



NITV Federal Services, LLC
11400 Fortune Circle,
West Palm Beach, FL 33414
Phone # 561-798-6280

Estimate

Date	Estimate No.
12/28/2011	859

Miami Springs Police Department
Attn: Accounts Payable
201 Westward Drive, 2nd Floor
Miami Springs, FL 33166

Description	Qty	Rate	Total
CVSA Trade-In Special to Current Model CVSA II	1	2,995.00	2,995.00
Dell 4 Year Business Standard Plan (onsite)	1	300.00	300.00
Price Includes Trade-in of CVSA Serial Number: 52044344C - Originally Purchased - 8/30/2002			
Total			\$3,295.00

This is only an Estimate. Please contact NFS if you want us to create an invoice. Thank you.

NITV

FEDERAL SERVICES

11400 Fortune Circle
West Palm Beach, FL 33414
Tel.: 561-798-6280
FAX: 561-798-1594
Website: nitv1.com

To Whom It May Concern:

The patented Computer Voice Stress Analyzer[®] II detects, measures, and graphically displays specific stress-related components of the human voice which are associated with the psychological stress of the speaker. The CVSA[®] II specifications will meet or exceed those listed below:

Software Features:

CVSA[®] II software, with the patented FACT[®] Scoring System, uses advanced mathematical algorithms and a built-in "learning" feature to recognize, evaluate, categorize and quantify the output graphs from the CVSA[®] II. The FACT[™] Scoring System also evaluates CVSA[®] II charts as "Deception Indicated" or "No Deception Indicated." The latest version of the CVSA[®] II also includes an automatic voice modulation system and an automated report writing feature. The CVSA[®] II software comes with an NITV-supported unlimited lifetime warranty.

Instrument Features:

1. Dell Latitude E6420, Intel Dual Core vPro i5-2410M, 2.30 GHz, 3MBCache
2. 2.0 GB DDR3-1333 SDRAM, 1 DIMM
3. 250GB Hard Drive 5400RPM, Dell Latitude E
4. Internal Keyboard Dell Latitude E
5. Dell Wireless 1501 (802.11b/g/n) ½ MiniCard for Latitude E
6. Wide-Aspect Display, 14 inch HD(1366x768) LED Display
7. Cyberlink Power DVD 9.5, with Media, Dell OptiPlex Latitude Precision Workstation
8. Integrated webcam with single digital microphone, Dell Latitude E6420
9. Dell Webcam Central Software Dell Latitude/Mobile Precision
10. Roxio Creator Starter Media - Dell OptiPlex, Latitude and Precision Workstation
11. 90W 3-Pin, AC Adapter, with 6 Cell/60 Hour Battery
12. 8X DVD+/-RW
13. Single digital microphone Latitude E6420
14. Windows 7 Professional operating with Windows XP Mode



NITV

FEDERAL SERVICES

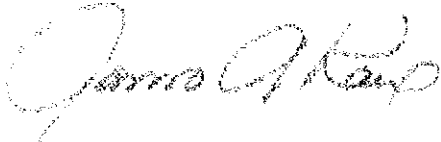
Dear Customer,

Please be advised that the National Institute for Truth Verification® (NITV®) is the **sole source** for the Computer Voice Stress Analyzer® II (CVSA®II) and its training programs.

The NITV® is the owner and exclusive manufacturer of the CVSA®/CVSA®II and has no distributors. NITV holds two US Patents related to the CVSA®II: US Patent Number 7,321,855 "*Method for Quantifying Psychological Stress Levels Using Voice Pattern Samples,*" and US Patent Number 7,571,101 "*Quantifying Psychological Stress Levels Using Voice Patterns.*" NITV is the only US Voice Stress Analysis (VSA) manufacturer to be awarded patents for its VSA technologies. The FACT™ Scoring System is only offered by the NITV, and can precisely classify and quantify stress in the human voice and evaluate CVSA examination charts with an accuracy level greater than 98% (false positive rates are less than 0.3%). Additionally, there are approximately 1,800 law enforcement agencies in the United States using the CVSA®, as well as elements of the US Military and US Federal Agencies.

For more information please visit our company website at www.nitv1.com.

Sincerely,



James A. Kane
Executive Director



**OFFICE OF THE CITY CLERK
MEMORANDUM**

TO: Honorable Mayor Garcia and Members of the City Council
FROM: Magali Valls, City Clerk *M. Valls*
DATE: January 17, 2012
SUBJECT: PENDING BOARD APPOINTMENTS

The following appointments are pending:

<u>APPOINTING COUNCILMEMBER</u>	<u>CURRENT MEMBER</u>	<u>TERM EXPIRES</u>	<u>ORIGINAL APPOINTMENT DATE</u>	<u>LAST APPOINTMENT DATE</u>
<u>Architectural Review Board</u>				
Mayor Xavier M. Garcia	Kathy Fleischman*	10-31-2012	VACANT	VACANT
<u>Code Enforcement Board</u>				
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
<u>Code Review Board</u>				
Mayor Xavier M. Garcia	Connie Kostyra*	04-30-2012	VACANT	VACANT
<u>Disability Advisory Board</u>				
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
<u>Ecology Board</u>				
Councilman Lob – Group III	Dr. Mara Zapata*	04-30-2013	VACANT	VACANT
<u>Historic Preservation Board</u>				
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.
Comie 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
City Attorney
Affected Board Members

CITY OF MIAMI SPRINGS



Agenda Item No.
OLD BUS.
City Council Meeting of:

1.23.2012

Finance Department
201 Westward Drive
Miami Springs, FL 33166-5289
Phone: (305) 805-5014
Fax: (305) 805-5018

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

VIA: Ron Gorland, City Manager *Ron*

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

DATE: January 11, 2012

SUBJECT: Request for additional donation from the Miami Springs Historical Museum (MSHM)

During the FY2011-12 budget process, Council approved a \$1,000 per month donation to the MSHM for the months of October, November, and December 2011. Council further directed that the MSHM provide a financial statement and fundraising plan before the end of the first quarter of FY2011-12 so that a decision could be made on any future donations.

Attached is the information provided by MSHM to fulfill Council's request and at the same time representatives from MSHM will also be at the January 23, 2012 Council meeting in order to address Council and respond to any questions or concerns Council may have.



Miami Springs Historical Museum
A project of the Miami Springs Historical Society
26 Westward Drive Miami Springs, Fl. 33166
Museum: (305) 884-4406 ~ Historical Society (305) 805-3321

January 11, 2012
City of Miami Springs
201 Westward Drive
Miami Springs, Fl. 33166

Dear City Manager: Ron Gorland and Procurement Specialist: Tammy Romero,

The Miami Springs Historical Museum is officially requesting that you continue the City's donation of \$1,000 per month for the next 9 months. Having a Museum downtown is an asset for the City and keeping the City's historic records should be of special interest to City Government. The Museum cannot survive without this support.

We have recently explored some new avenues to increase visitors to the Museum. Rack Cards have been placed at five locations within the Miami International Airport and are being given to passengers on layovers. If you grant this request, we will start advertizing on line with Veteran's View Magazine and run an Ad in the spring nationally distributed Veteran's magazine. We are also upgrading our website at www.miamispringshistoricalsociety.org to reflect more information about the museum.

We had a very successful Holiday Tour of Homes which brought in over \$2,000 and we are expecting to net approximately \$3,000 from the Gala scheduled for April 29, 2012 at the Miami Springs Country Club, as it is being advertised in the Dade Heritage Days brochure, as well as to be included in a mass mailing. We are also receiving donations for the opportunity to win six months worth of Florida Lottery Tickets at the Gala. As president of the Society I have written two grants, one for \$5,000 and another for \$10,000. However, if approved, these funds will not be available until later in the year. We are also working with CMI to plan future mutual fund raising prospects.

See attached 2011 year end financial statement.

Your continued support is appreciated and important to the future of Miami Springs.

Sincerely,

Tom Snook - President
Miami Springs Historical Society

Yvonne Shonberger - Director
Miami Springs Historical Museum

MIAMI SPRINGS HISTORICAL MUSEUM

YEAR END REPORT 2011

Beginning Balance **\$2,715.38**

Income	Expense
City of Miami Springs	13,200.00
Historical Society	2,088.58
	485.70
	739.94
	138.80
Events All Angels	525.00
Wine & Cheese	813.00
Springs River Festival	309.90
	207.29
Donations:	360.08
Burn Notice	37.92
	368.85
	267.38
Sales Items	0.00
Sales Tax	25.00
	350.00
	4,285.96
	125.00
Total Income	Total Expense
24,915.96	24,328.40

Ending Balance **\$3,302.94**

2011 Visitors to the Museum **1,051**
 2011 Volunteer Hours **891**



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

TO: Honorable Mayor Garcia and Members of the City Council
FROM: Ron Gorland, City Manager *Ron*
DATE: January 19, 2012
SUBJECT: Draft Strategic Plan (attached)

Bill Busutil will present subject to Council.

City of Miami Springs



Strategic Plan

2012-2017

Prepared By: Bill Busutil

January 2012

Table of Contents

Page

Preamble..... 2

Mission Statement and Vision..... 3

Core Values..... 4

Strategic Plan Structure.....5

Public Safety.....6-7

Economic Development.....8-9

Municipal Service Delivery.....10-11

Financial Management.....12-13

Communication.....14-15

Acknowledgements.....16

Appendix.....17-18

Preamble

Through the participation of our residents and business owners, the City of Miami Springs has completed and we, the City Council, hereby adopt this 2012-2017 Strategic Plan as a blueprint for continued progress toward the realization of our vision. In addition, we pledge that any ordinances or resolutions passed by this Council will be consistent with the concepts, goals and priorities represented in this Strategic Plan.

Mission Statement

Our mission is to protect the health, welfare and safety of our residents, property owners, business owners and visitors, by delivering quality services at a reasonable cost, in a personalized manner.

Our Vision for Miami Springs

In five years...

- Our beautiful residential ambiance will be even more striking than it is today
- Our tax base will be strengthened and diversified, while our taxes are further reduced through targeted commercial development and annexation
- Both the quality and level of municipal services we provide will be enhanced in a fiscally responsible manner
- Miami Springs will be viewed both as the preferred community in which to live and raise a family...and as a choice destination for businesses and visitors

Our mission is a clear, concise statement of the overall purpose of Miami Springs' City Government. It also describes what the City must aspire to achieve every day.

Our five year vision briefly describes "where" we want our community to be five years from now.

Taken together, the five year vision and mission serve as the primary steering mechanism for growth and development, and form the framework for prioritizing the delivery of municipal services for the next five years.

Core Values

The City Government's core values represent our most basic beliefs. They define what we stand for, and serve as the foundation for the design of our Strategic Plan.

- Every resident, property owner and business owner is valued equally
- Diversity and tolerance are valued and encouraged
- Innovation is encouraged
- Courage to take on important projects, even when confronted with risk or pessimism
- Regional approaches to large scale problems and opportunities, mindful of the well being of our neighbors outside of Miami Springs
- An uncompromising commitment to high quality public services
- Principled leadership
- Honest, responsive governance
- Transparent, responsible financial management
- Excellent, ethical City management

Strategic Plan Structure

This strategic plan contains five strategic areas: Public Safety, Economic Development, Municipal Service Delivery, Financial Management and Communication.

The City of Miami Springs must achieve outstanding results in each strategic area in order to realize our vision and achieve our mission.

Each strategic area contains one or more goals. Each goal is supported by one or more measurable objectives, strategies or initiatives, and key performance indicators.

The measurable objectives describe specific achievements designed to ensure the successful accomplishment of their related goals.

Each goal is also supported by a set of strategies and/or initiatives, which describe “how” the goals will be achieved.

The final component of each strategic area is a set of key performance indicators that will be tracked on an ongoing basis to monitor progress toward the achievement of the goals, as well as their related objective(s).

Public Safety

The safety and security of residents, businesses and visitors is the most important municipal service. Miami Springs has enjoyed a long-standing tradition of low overall crime rates and safe streets. This strategic area focuses on enhancing the proactive capabilities of the Police Department to reduce crime rates and enhance traffic safety.

Goal

Enhance public safety and security

Objectives

- Reduce traffic accidents by 15 %, by October 2015
- Reduce overall crimes rates by 10 %, by October 2015
- Increase communication and positive interaction between the police and civilians
- Expand Police Personnel development and education program

Key Performance Indicators

- Number (#) of traffic accidents
- Number (#) of police reports filed involving crimes
- Satisfaction survey responses
- Number (#) of staff college degrees and in-service training completions

Strategies/Initiatives

- Install and implement red light cameras
- Install city-wide video surveillance system
- Deploy pro-active crime prevention/detection team
- Expand public education via various media and outreach programs
- Increase police/civilian communication utilizing social media, cellular applications and information systems
- Increase the use of cutting-edge technology to increase the efficiency of crime prevention, detection and investigation
- Enhance educational development incentives to police personnel

Key Performance Indicators

- Number (#) of traffic accidents
- Number (#) of police reports filed involving crimes
- Satisfaction survey responses
- Number (#) of college degrees obtained and completions of in-service training achieved by staff

Economic Development

Economic development is a critical priority for the City of Miami Springs during the next five years. Prudent commercial development, along with targeted annexation will enable us to increase revenue while simultaneously lowering the tax burden on our residents.

Goal

Strengthen and diversify the tax base

Objective

Increase the current 20% ratio of commercial tax revenue to total tax revenue, to 25% by October 2016

Strategies/Initiatives

- Establish development guidelines that encourage business investment along N.W. 36th street and the downtown business district
- Expand marketing efforts to attract new businesses to the City
- Work closely with the Beacon Council, Miami International Airport and the Port of Miami to facilitate business investment in the City
- Re-establish communication with the County to pursue annexation
- Work with Virginia Gardens to explore the feasibility of a targeted commercial redevelopment initiative at the intersection of N.W. 36th street and Curtiss Parkway. This initiative would include the entry way to both Cities
- Encourage additional development of public access from the north side of commercial buildings along N.W. 36th street
- To encourage business investment in the City, develop financial and logistical incentives, which may include:
 - Reduced permit fees as appropriate, on a case by case basis
 - Expedited plan review and permit processing, and
 - Other financial incentives
- Improve teamwork between the City, civic organizations, business owners and commercial property owners

- Provide an economic development plan for the City that supports this strategic plan
- Explore the feasibility of implementing other creative measures that would foster commercial development, which may include:
 - Making use of air rights and transfer of development rights
 - Expanding permissible color selections for commercial buildings

Key Performance Indicators

- Commercial tax base as it appears on the annual tax roll
- Number (#) of business licenses

Municipal Service Delivery (Public Works, Recreation, Golf and Senior Services)

Miami Springs' residents have enjoyed outstanding municipal services throughout the years. Our community's exceptional residential ambiance and recreation programs are directly attributable to the quality of those services. We are committed to maintaining and/or enhancing both the quality and level(s) of municipal services provided to our residents during the next five years.

Goal #1

Maintain the high standards of municipal services that support the ambiance of our neighborhoods

Objectives

- Continue to receive the annual Tree City U.S.A. and Growth awards
- Increase community awareness of municipal services through all public media (see the "Communication" strategic area for more details)

Strategies/Initiatives

- Obtain public input to determine general maintenance priorities of City-owned property, including: sidewalks, buildings, street lights, fields, landscapes, alleys, etc.
- Implement appropriate changes to maintenance priorities

Key Performance Indicators

- Annual Tree City U.S.A. and Growth awards
- Results of an annual resident satisfaction survey

Municipal Service Delivery...Continued

Goal#2

Expand recreational and leisure services for residents of all ages and needs

Objectives

- Increase selected program offerings by 5%, by October 2013
- Increase participation by youth, adults and seniors in selected programs by 5%, by October 2013

Strategies/Initiatives

- Obtain public input to establish priorities for program offerings
- Implement appropriate changes to program offerings
- Revisit and explore the feasibility of redesigning the golf course in a way that would “free up” unused land on the property for other recreational purposes

Key Performance Indicators

- Number(#) and/or level(s) of program offerings
- Participation levels for youth, adults and seniors

Financial Management

As guardians of the Public Trust, we are fully committed to sustaining the City's financial well being, and making prudent, conservative financial decisions that are in the best long term interest of our community.

Goal

Guard the Public Trust with consistent, sound financial management practices

Objectives

- Obtain a clean audit opinion on the City's Comprehensive Annual Financial Report (CAFR) every year
- Receive the G.F.O.A. excellence award for financial presentation every year
- Receive the G.F.O.A. excellence award for budget presentation every year
- Maintain the City's required reserves of 25 percent of budgeted expenditures

Strategies/Initiatives

- Ensure the financial health and stability of the City
- Strictly adhere to all G.F.O.A. guidelines for financial and budget presentation
- Re-establish a line of credit for catastrophic emergencies
- Search for additional sources of grant funding
- Develop a capital Improvement Plan that supports this strategic plan

Key Performance Indicators

- Annual Audit Opinion
- Annual G.F.O.A. excellence awards for financial and budget presentation
- Ratio of reserves to budgeted expenditures

Communication

Effective communication with residents is the hallmark of participative local governance. We will continue to improve the methods by which we communicate with our residents, and provide them with every opportunity to share their ideas and opinions at Council meetings and other public forums.

Goal

Continue to improve communication with our residents

Objective

Achieve a minimum 90% customer satisfaction score on the City's ability to communicate effectively with its residents regarding upcoming, important City matters

Strategies/Initiatives

- Continue to improve all cost effective communication methods, including, but not limited to:
 - Channel 77
 - City Website
 - Twitter
 - Circle Bulletin Board
 - River Cities Gazette

- Conduct an annual resident satisfaction telephone survey with a random sample of residents and business owners

- Facilitate two community forums per year. These forums would be designed to provide progress updates to our residents and business owners on the goals and objectives of the strategic plan, and receive community input on how to achieve them

Key Performance Indicator

Results of an annual resident satisfaction survey on the level of customer satisfaction regarding the City's ability to communicate effectively with its residents

Acknowledgements

This strategic plan was developed in large part, on the basis of valuable input we received at several community forums facilitated with residents and business owners. We thank them for their active participation and excellent ideas.

There were some additional suggestions that emerged during the community forums and other work sessions. These suggestions would have significant policy implications for the City if implemented, but did not fit directly into any of the strategic areas in the plan. They are listed in the Appendix of this document.

We are committed to the successful implementation of our Strategic Plan. We embrace all of the plan's goals and objectives, and assume full responsibility for achieving them.

Appendix

Additional Suggestions Emerging from the Community Forums and other Work Sessions

- Implement four-year, staggered terms of office for the Mayor and Council Members
- Let citizens vote on important changes
- Give better direction to Boards appointed by Council
- Consult with other successful cities on important issues affecting the strategic plan
- Improve teamwork between CMI and the Historical Society

1-23-2012

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: Ron K. Gorland, City Manager
FROM: Omar Luna, Recreation Director
DATE: January 13, 2012

SUBJECT: Recommendation that Council approve an expenditure to Superior Park Systems, Inc., the lowest responsible quote, in the amount of \$6,360.25 for Installation of 200 Linear Feet of galvanized steel custom fencing including 12ft. access gates opening for existing soccer field fencing, pursuant to Section §31.11 (C) (2) of the City Code.

REASON: We would like to recommend that we add 200 linear feet of fence to identify to separate areas for activities at Stafford Park. At the present time we have one big open area for activities. This will provide a small open area that our residents and park patrons can use for a variety of open activities. However, this additional fence will still allow for us to continue providing the field with the proper supervision and maintenance it needs to keep the playing field in a safe environment for our participants.

Cost: \$6,360.25

Funding: Designated Fund Balance

Procurement approval:



SUPERIOR PARK SYSTEMS, INC.

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

"For All of Your Parks and Recreational Needs"

January 3, 2012

Quote No. 010312

Send To:

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

Re: "Stafford Park" Additional Custom Fencing Quote #010312

Superior Park Systems, Inc. quotation off the Palm Beach County School Board Contract # 18C-53B at the same price, terms and conditions:

"Stafford Park" Additional Custom Fence

Additional 200 linear feet of 2x9x96 galvanized steel custom fencing including 12 ft access gates opening for existing soccer field fencing. All fencing specs as to existing fence	\$6,695.00
5% Discount	\$ 334.75
Discount Price per contract	\$6,360.25
Total Price	\$6,360.25

Comments: Delivery & installation 1-2 weeks after receipt of purchase.

Submitted by,

Mitchell Leitner, President

File: "Miami Springs" -- "Stafford Park" additional custom fencing quote 01/03/12

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

RECREATIONAL SALES, INC.

1160 NW 101 AVENUE
PLANTATION, FL. 33322
OFFICE 954-236-8516

13-Jan-12

QUOTATION #71402

CITY OF MIAMI SPRINGS
1401 WESTWARD DRIVE
MIAMI SPRINGS, FL .33166

STAFFORD PARK FENCING QUOTE	
INSTALL 200 LINEAL FEET OF 2"X9"X96" GALVANIZED STEEL FENCE, SCHEDULE 40 STEEL POSTS & HEAVY DUTY GALVANIZED CONNECTORS & HARDWARE WITH ONE 12' GATE WITH TWO 6' SECTIONS. INSTALLATION 2-3 WEEKS AFTER RECEIPT OF AN ACCEPTABLE ORDER.	\$7,836.00
TOTAL	\$7,836.00

Sports Systems International

1445 SW 21 AVENUE
FT. LAUDERDALE, FLORIDA 33312
PHONE 954-270-2110
MIKEROZOS@BELLSOUTH.NET

JAN. 10, 2012

QUOTE # 111411

PARKS AND RECREATION DEPARTMENT
CITY OF MIAMI SPRINGS
1401 WESTWARD DRIVE
MIAMI SPRINGS, FLORIDA 33166
ATTN: OMAR LUNA, DIRECTOR

<p>200 L. F. OF GALVANIZED 2"X9"X96" FENCING INSTALLED AT STAFFORD PARK. ALL MATERIAL TO CONSIST OF GALVANIZED HARDWARE & SCHEDULE 40 POSTS. <i>includes 10' access gate opening (Per Mike Rozos)</i> JOB TO COMMENCE 7-14 DAYS AFTER RECEIPT OF A PURCHASE ORDER.</p>	
<p>TOTAL</p>	<p>\$8,025.00</p>

1-23-2012

CITY OF MIAMI SPRINGS



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

TO: Honorable Mayor Garcia and Members of the City Council

VIA: Ron K. Gorland, City Manager *RK*

FROM: Omar Luna, Recreation Director

DATE: January 4, 2012

SUBJECT: Recreation Facilities Restroom Analysis

WEEKEND/HOLIDAYS:

Cost to the City of Miami Springs:

Weekends:

My recommendation is to have the Restrooms opened from 11:00AM – 5:00PM on Saturday and Sunday at both Prince and Stafford Park. I am proposing that we have (1) staff member assigned to restroom duties for both parks. This employee will supervise the restrooms and make sure that they are cleaned and maintained through the (6) hour period. This Employee will be checking the restrooms every 20 – 30 Minutes.

Remainder of FY 2011/2012:

Rec. Leader: Average Salary of \$8.50 X 12 Hours = \$102.00 a weekend X 36 Weeks = \$3,672.00

**Cost per park is = \$4,222.80 (Fully Burdened)

**If you want to assign an employee to each individual park the cost will double to \$8,445.60.

Holidays:

My recommendation is to have the Restrooms opened from 9:00AM – 5:00PM on Saturday and Sunday at both Prince and Stafford Park. I am proposing that we have (1) staff member assigned to restroom duties for both parks. This employee will supervise the restrooms and make sure that they are cleaned and maintained through the (8) hour period. This Employee will be checking the restrooms every 20 – 30 Minutes.

Remainder of FY 2011/2012:

Rec. Leader: \$8.50 X 8 Hours = \$68.00 a day X 3 Days = **\$204.00**

Cost per park is = **\$234.60 (Fully Burdened)

If you want to assign an employee to each individual park the cost will double to **\$469.20.

Holidays left in FY2011/2012: Memorial Day, Independence Day and Labor Day.

WEEKDAYS:

I know that leaving a restroom facility unsupervised (For Example: Peavy Dove or Stafford) can potentially lead to a safety/maintenance issue. I especially have a concern that both facilities are across a Middle School and High School. I think that on the weekdays we just open up the restrooms at Stafford Park from 3:30PM to 5:30PM. If the students at the High School find out those restrooms are opened all day, we will have maintenance issues and other safety issues. I would recommend that if we open up in the afternoon that we have a staff member assigned to each facility by 3:30pm. This will allow for parents to enjoy the playground amenities and they will have access to the restroom if needed. I recommend that we try this out at Stafford Park for now. At the present time the restrooms are opened at these times due to the Senior Center being open and we can monitor if needed with the staff we currently have on the schedule.

Cost to the City of Miami Springs:

Remainder of FY 2011/2012:

Rec. Leader: \$8.50 X 2 Hours a day = \$17.00 X 5 days a week = \$170.00 X 36 Weeks = **\$6,120.00**

Cost per park is = **\$7,038.00 (Fully Burdened)

If you want to assign an employee to each individual park the cost will double to **\$14,076.00

TOTAL COST:

Remainder of FY 2011/2012: 36 Weeks

\$11,495.40 (Fully Burdened)

FUNDING SOURCE:

At the present time we do not have additional funding available in our current budget. We will need to process a Budget Amendment and request the funding from the Fund Balance.

AGENDA ITEM

9F

WILL BE

SUBMITTED

AT A LATER DATE

1-23-2012



RESOLUTION NO. 2012-3536

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS PROVIDING FOR THE SECOND AMENDMENT TO FY2011-2012 BUDGET; BY DESIGNATING FUNDS FROM INTERGOVERNMENTAL REVENUES AND APPROPRIATING UNDESIGNATED RESERVES FROM THE GENERAL FUND REVENUES TO COVER AUTHORIZED AND APPROVED GENERAL FUND EXPENDITURES; PROVIDING INTENT; SPECIFYING COMPLIANCE WITH BUDGETARY PROCESSES AND PROCEDURES; EFFECTIVE DATE.

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

WHEREAS, the City Council has authorized the additional expenditure of \$44,166.00 for additional Stafford Park Playground area improvements, the City's matching portion of its dance floor grant, the purchase and installation of ADA approved doors at the Senior Center, City phone directory contribution to Curtiss Publishing, and the unanticipated additional costs of implementing a background investigation and fingerprinting program and process for Youth Sports Organizations operating on or in City facilities; and,

WHEREAS, the General Fund revenues budget must provide sufficient funding from previously designated intergovernmental revenues and undesignated city reserve funds to cover the aforesaid General Fund expenditures in the amount of \$44,166.00; and,

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

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

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

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

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

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

PASSED AND ADOPTED by the City Council of the City of Miami Springs, Florida,
this 23rd day of January, 2012.

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
FY 2011-2012 Budget Amendment
All Operating Funds

Fund/Classification	Amended Budget	Amendment No. 2	Ref	Amended Budget
General Fund				
Revenues				
Taxes	\$5,796,261			\$5,796,261
Excise Taxes	2,655,000			2,655,000
Licenses & Permits	607,300			607,300
Intergovernmental Revenues	1,805,258	1,632	2	1,806,890
Charges for Services	1,653,454			1,653,454
Fines & Forfeitures	308,000			308,000
Miscellaneous	332,175			332,175
Interfund Transfers-In	984,525			984,525
Fund Balance	287,407	\$42,534		329,941
Total General Fund	\$14,429,380	\$44,166		\$14,473,546
Expenditures				
General Government	2,597,336	\$5,000	4	\$2,602,336
Public Safety	6,020,243			6,020,243
Public Works	2,041,165			2,041,165
Recreation & Culture	3,289,611	39,166	1,2,3,5	3,328,777
Non-Departmental	0			0
Transfers to other funds	481,025			481,025
Total General Fund	14,429,380	44,166		14,473,546
Sanitation Operations	2,249,126			2,249,126
Stormwater Operations	451,571			451,571
Total Enterprise Funds	2,700,697			\$2,700,697
Special Revenue & Capital Projects				
Road & Transportation	787,762			\$787,762
Senior Center Operations	359,043			359,043
Capital Projects	193,528			193,528
Law Enforcement Trust	142,353			142,353
Total Special Revenue & Capital Projects Funds	1,482,686	\$0		\$1,482,686
G.O. Bonds - Series 1997	569,478			\$569,478
Total Debt Service	569,478			\$569,478
GRAND TOTAL ALL FUNDS	\$19,182,241	\$44,166.00		\$19,226,407

Legend:

- 1) Change order for \$12,490 for the Stafford Playground area
- 2) Record grant for dance floor total cost \$3263 which us paid one-half by grant and the other half is the city's matcing portion.
- 3) \$11,980 for ADA doors recreation
- 4) \$5,000 to Curtis publishing for the 2012-13 Phone directory
- 5) \$11,433 to recreation for the background/fingerprinting costs

AGENDA ITEM

10B

TO BE

SUBMITTED

ON FRIDAY,

JANUARY 20, 2012.

CITY OF MIAMI SPRINGS



Agenda Item No.
OTHER BUSINESS
City Council Meeting of:

1.23.2012

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

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

VIA: Ron Gorland, City Manager

FR: William Alonso, CPA, CGFO, Finance Director

Date: January 23, 2012

Re: FY2011-2012 1st Quarter Budget Status Report (Unaudited)

Attached, please find the above referenced report based on revenues received and appropriations expended through December 31, 2011. The purpose of this report is to apprise the City's governing body of the FY2011-2012 budgetary status and projected year-end revenues, expenditures, and fund balances

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

- I. Overview/Financial Dashboard - Pages 1-3
- II. General Fund Revenues – Page 4
- III. General Fund Expenditures – Page 6
- IV. General Fund Subsidized Departments
 - a) Senior center - Page 7
- V. Enterprise Funds - Pages 8-9
- VI. Investments – Page 10
- VII. Analysis of Charges for Services
 - a) Building & Zoning/Code Enforcement – Page 11
 - b) Recreation Department – Page 12
- VIII. Other Funds
 - a) Road and Transportation Fund – Page 13
 - b) Law Enforcement Trust Fund – Page 14
 - c) Capital Fund – Page 15
 - d) Debt Service Fund – Page 16
- IX. Status of Designated Fund Balance Page 17 **NEW!!**
- X. Golf Course Financial Report – Pages 18,19 and A-1 thru C-1

I. OVERVIEW

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

However, based on the hiring of the new City Manager, we will have approximately \$116,000 in savings from the budgeted payout to the Assistant City Manager which will no longer be required.

The following chart is a projection of the City's projected revenues, expenditures, and general fund balance as of the end of the 1st Qtr FY2012:

Chart A – General Fund Balance Projection as of 1st quarter FY2011-2012

Chart A- General Fund Budget Summary-FY 2011-2012

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Projected Year-End</u>	<u>Variance</u>
Sources:				
General Fund beginning balance	4,903,778	4,903,778	4,903,778	-
Current revenues	13,444,855	13,472,588	13,472,588	-
Transfers in	<u>984,525</u>	<u>984,525</u>	<u>984,525</u>	-
Total Sources	<u>19,333,158</u>	<u>19,360,891</u>	<u>19,360,891</u>	-
Uses:				
Operating expenditures	13,660,949	13,976,093	13,860,125	(115,968)
Transfers out	<u>481,025</u>	<u>481,025</u>	<u>481,025</u>	-
Total Uses	<u>14,141,974</u>	<u>14,457,118</u>	<u>14,341,150</u>	<u>(115,968)</u>
General Fund ending balance	<u>5,191,184</u>	<u>4,903,773</u>	<u>5,019,741</u>	<u>115,968</u>
Projected change in fund balance		<u>115,968</u>		

FINANCIAL DASHBOARD

FINANCIAL INDICATORS-GENERAL FUND

	<i>Budgeted</i>	<i>Actual</i>	<i>% of budget</i>
General Fund Revenues as of 12/31/11	\$14,143,605	\$4,300,806	30% (1)
General Fund Revenues as of 12/31/10	\$13,295,447	\$5,913,813	42% (1)

General Fund Expenditures as of 12/31/11	\$14,457,118	\$3,397,538	24% (2)
General Fund Expenditures as of 12/31/10	\$14,095,623	\$3,375,792	24% (2)

	<i>As of 9/30/11</i>	<i>Projected 9/30/12</i>	<i>\$ Increase/Decrease</i>
General Fund Reserve	\$4,903,779	\$5,019,741	\$115,968

INVESTMENT INDICATOR

	<i>As of 9/30/11</i>	<i>As of 12/31/11</i>	<i>\$ Increase/(Decrease)</i>
Investments	\$ 9,401,890	\$ 9,794,637	\$ 392,747

	<i>Total On Deposit</i>	<i>Unrealized Loss</i>	<i>Net Asset Value</i>
SBA Account	\$110,330	\$ (27,986)	\$82,344

FINANCIAL INDICATORS-OTHER

	<i>Revenues as of 12/31/11</i>	<i>Expenditures as of 12/31/11</i>	<i>Deficit at 12/31/11</i>	<i>Deficit at 12/31/10</i>
Golf Course fund operating deficit requiring General Fund subsidy	\$253,460	\$342,051	\$(88,591)	\$(148,097)

	<i>Revenues as of 12/31/11</i>	<i>Expenditures as of 12/31/11</i>	<i>Surplus at 12/31/11</i>	<i>Surplus at 12/31/10</i>
Building & Code	\$ 161,028	\$ 148,967	\$ 12,061	\$50,548

	<i>As of 9/30/11</i>	<i>As of 12/31/11</i>	<i>\$ Increase/(Decrease)</i>
Long-Term Debt	\$5,749,383	\$5,644,765	\$(104,618)

	<i>At 12/31/10</i>	<i>At 12/31/11</i>
% of Recreation Expenditures Collected in Fees	14.8%	13.4%

Notes:

(1) The budgeted revenues does not include the \$313,508 that was appropriated from fund balance. Additionally, you can see that for the current year our revenues are being received at a 30% rate compared to 42% for the same period last year mainly due to ad valorem tax revenues being received at a slower pace from the County.

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

II) REVENUES

Chart B-Schedule of General Fund Budgeted and Actual Revenues
For the Period Ending December 31, 2011
(26% OF YEAR COMPLETED)

Department	2010-11	FISCAL YEAR 2011-2012				PRIOR YEAR AS of 12/31/10	Note
	FULL YEAR ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL AS of 12/31/11	% OF BUDGET		
Ad Valorem Taxes - Current	\$ 5,409,466	\$ 5,776,261	\$ 5,776,261	\$ 2,911,725	50%	\$ 4,091,150	1
Ad Valorem Taxes - Delinquent	167,510	20,000	20,000	6,744	34%	-	1
Utility and Franchise Taxes	2,608,798	2,655,000	2,655,000	407,067	15%	407,678	
Occupational Licenses - City	78,357	72,000	72,000	63,030	88%	63,807	
Occupational Licenses - County	19,037	20,000	20,000	5,426	27%	5,036	
Building Permits	150,168	225,000	225,000	24,556	11%	16,045	
Electrical Permits	56,038	50,000	50,000	7,538	15%	6,550	
Plumbing Permits	101,724	40,000	40,000	5,093	13%	27,086	
Roofing Permits	31,814	27,000	27,000	7,085	26%	7,735	
Mechanical Permits	66,467	25,000	25,000	3,807	15%	15,297	
Zoning Permits	4,850	7,000	7,000	600	9%	1,350	
Certification of Completions	1,325	1,000	1,000	200	20%	325	
Structural Permits	19,116	15,000	15,000	4,153	28%	3,775	
POD Permit Fees	1,900	1,000	1,000	300	30%	500	
Other Permits	110,390	90,000	90,000	30,340	34%	17,333	
Misc Plan Reviews	-	11,300	11,300	-	0%	-	
Local Option Gas Tax	369,713	359,859	359,859	91,211	25%	96,909	
Revenue sharing	369,153	394,850	394,850	96,255	24%	89,959	
Alcoholic Beverage License	8,978	9,000	9,000	294	3%	98	
1/2-cent Sales Tax	827,344	869,125	869,125	140,490	16%	124,598	
Gas Tax Rebate	5,610	8,000	8,000	2,611	33%	-	
School Crossing Guards	21,732	18,000	18,000	6,247	35%	5,426	
Program Activity Fees	920	-	-	-	-	-	
After School Programs	39,175	25,000	25,000	11,533	46%	8,319	
SWIM MEETS/TEAM RENTAL	10,000	15,600	15,600	4,304	28%	4,023	
Swimming Pool Admissions	20,072	51,445	51,445	2,699	5%	806	
Swim Lessons	49,365	40,000	40,000	-	0%	1,100	
Annual Daddy/Daughter Dance	2,913	2,800	2,800	-	0%	-	
Pelican theatre	2,908	5,000	5,000	1,365	27%	800	
Vending Machines	2,690	2,276	2,276	624	27%	926	
Fireworks-VG	3,000	3,000	3,000	-	0%	-	
Summer Camp	137,256	176,250	176,250	50	0%	-	
Summer Camp Activity Fee	25,979	18,500	18,500	25	0%	175	
Senior Center Rental	-	2,500	2,500	-	0%	-	
Gym Rental	5,043	5,000	5,000	-	0%	3,350	
Fitness Room Membership	43,266	39,375	39,375	9,560	24%	14,913	
Gym Admission Fees	14,412	12,000	12,000	-	0%	1,664	
Gym Memberships	-	1,500	1,500	-	0%	-	
Yoga Classes	18,490	11,400	11,400	2,887	25%	1,993	
Annual Turkey Trot	2,220	900	900	1,210	134%	2,020	
Basketball Fees	25,895	30,375	30,375	15,800	52%	16,020	
Other activities	660	3,455	3,455	240	7%	1,200	
Pool Rental	27,931	6,000	6,000	1,966	33%	168	
Pool Memberships	5,645	3,200	3,200	-	0%	187	
Jazzercise	3,925	4,800	4,800	981	20%	981	
Green Fees	763,488	866,245	866,245	195,193	23%	177,484	
Golf Memberships	64,034	83,438	83,438	7,502	9%	8,975	
Cart Rentals	62,301	86,247	86,247	14,816	17%	13,732	
Range Fees	94,688	99,615	99,615	23,313	23%	17,964	
Golf Merchandise Sales	45,652	57,777	57,777	11,842	20%	11,551	
Gift Certificate Redeemed	(3,158)	3,731	3,731	960	26%	209	
Rain Check Redeemed	(16,233)	(15,248)	(15,248)	(3,204)	21%	(7,015)	
CanAm Commissions	(1,780)	-	-	-	-	(118)	
Golf Pro Commissions	1,133	3,000	3,000	1,075	36%	-	
Golf Course Rentals	6,491	7,355	7,355	1,837	25%	1,248	
Country Club Lease Eqpt Payment	10,000	-	-	-	-	10,000	
GHIN Disabled Fees	153	918	918	127	14%	19	
Miscellaneous Charges for Serv	4,063	6,000	6,000	-	0%	1,328	
Copies & Other Charges	1,831	2,000	2,000	705	35%	205	
Tree Replacement	-	-	-	200	100%	-	
Lien Search	10,670	10,000	10,000	3,080	31%	2,585	
Re-occupancy inspection fee	8,500	5,000	5,000	2,793	56%	2,200	
Clerk of the Court - Fines	169,282	165,000	165,000	21,067	13%	49,027	
Code Enforcement tickets	32,900	40,000	40,000	8,900	22%	3,250	
Disabled Parking tickets	7,018	3,000	3,000	-	0%	-	
Interest - Checking	1,448	2,000	2,000	(1,891)	-95%	-	
Interest-CD's	-	75,000	75,000	1,486	2%	-	
Interest-Money Market	17,792	-	-	-	-	13,442	
Interest - Tax Collections	1,886	2,000	2,000	381	19%	144	
Rent - Metro Fire	13,488	17,000	17,000	3,813	22%	3,503	
Rent - Dade Co. Library	8,263	8,300	8,300	2,063	25%	2,063	
Rent - Bus Benches	4,080	3,900	3,900	1,020	26%	1,020	

**Chart B-Schedule of General Fund Budgeted and Actual Revenues
For the Period Ending December 31, 2011
(25% OF YEAR COMPLETED)**

Department	2010-11	FISCAL YEAR 2011-2012					Note
	FULL YEAR ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL AS of 12/31/11	% OF BUDGET	PRIOR YEAR AS of 12/31/10	
Recreational Activities	7,386	5,000	5,000	1,288	26%	1,060	
Sprint Tower	61,749	60,000	60,000	-	0%	-	
Nextel	8,540	8,300	8,300	-	0%	-	
Metro PCS	7,896	7,600	7,600	8,211	108%	7,900	
Surplus sale of equipment	2,151	60,000	60,000	-	0%	-	
Other Miscellaneous	49,134	80,075	80,075	2,137	3%	1,566	
Insurance Reimbursement	5,495	-	-	-	0%	43,747	
Code Enforcement Liens	1,857	1,000	1,000	-	0%	1,857	
Returned check charges	278	2,000	2,000	130	7%	120	
Byrne Grant	13,787	-	-	1,220	100%	5,698	
Police COPS Grant	167,242	146,424	146,424	-	0%	-	
Other Grants	4,000	-	1,632	1,632	100%	1,625	
Red Light Fines	-	100,000	100,000	-	0%	-	
Dog Park Donations	3,941	-	-	-	0%	2,059	
ITF - Road & Transportation	-	521,149	521,149	5,250	1%	-	
ITF -Hurricane Fund	412,563	-	-	-	0%	412,563	
ITF - Sanitation Admin Fee	350,000	410,376	410,376	102,594	25%	70,250	
ITF- Stormwater Admin Fee	53,000	53,000	53,000	13,250	25%	13,250	
Appropriated fund balance	-	287,407	313,508	-	0%	-	
TOTALS >>>	\$ 13,328,054	\$ 14,429,380	\$ 14,457,113	\$ 4,300,806	30%	\$ 5,913,813	

II. REVENUES

Notes to Revenue Schedule:

- (1) Approximately 75-90% of the annual property tax assessment is collected during the months of October thru January of each fiscal year, the City invests all excess amounts until the funds are required to pay normal operating expenditures of the City. However, as you can see in the revenue report, ad valorem taxes received during the first quarter is approximately \$1.1 million less than the amount received for the same period last year. This caused our YTD revenues collected to be 30% compared to the 42% collected last year.

III) EXPENDITURES

Chart C-Schedule of General Fund Budgeted and Projected Expenditures
For the Period Ending December 31, 2011
(25% OF YEAR COMPLETED)

Department	FY2010-11 ACTUAL	FISCAL YEAR 2011-2012				NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 12/31/2011	% OF ACTUAL VS. BUDGET	
General Government:						
Mayor & City Council	107,219	104,401	114,302	28,393	25%	
Office of the City Manager	756,070	718,961	772,055	175,689	23%	
Office of the City Clerk	332,381	269,646	269,646	55,183	20%	
Office of the City Attorney	144,513	141,000	141,000	29,025	21%	
Human Resource Department	202,620	188,338	189,208	42,349	22%	
Finance Department	698,878	633,336	633,336	174,788	28%	
IT Department	355,102	333,269	334,170	95,472	29%	
Planning Department	160,512	131,420	143,620	34,456	24%	
Non-Departmental	17	-	-	-	100%	
Total General Government	2,757,312	2,520,371	2,597,337	635,355	24%	1
Public Safety:						
Police Department	5,352,455	5,399,857	5,400,217	1,307,343	24%	
Building, Zoning & Code Enforcement	537,860	619,004	620,026	148,967	24%	
Total Public Safety	5,890,315	6,018,861	6,020,243	1,456,310	24%	1
Public Works:						
Public Works - Administration	435,350	398,468	398,468	106,610	27%	
Public Works - Streets	310,863	302,388	302,388	62,327	21%	
Public Works - Properties	960,490	1,011,097	1,024,146	219,585	21%	
Public Works - Building Maintenance	193,795	195,382	290,163	69,778	24%	
Public Works - Fleet Maintenance	79,453	26,000	26,000	5,083	20%	
Total Public Works	1,979,951	1,933,335	2,041,165	463,383	23%	1
Parks and Recreation:						
Recreation	1,373,297	1,437,640	1,558,530	334,837	21%	
Aquatics	260,423	267,352	267,352	44,537	17%	
Tennis	31,698	30,726	32,449	3,189	10%	
Park Maintenance	133,739	109,698	109,698	24,908	23%	
Golf Administration	24,070	22,596	22,596	5,388	24%	
Golf Pro Shop	534,205	524,348	524,348	130,196	25%	
Golf Maintenance	824,689	796,022	802,375	211,987	26%	
Total Parks and Recreation	3,182,121	3,188,382	3,317,348	755,042	23%	
TOTAL GENERAL FUND EXPS.	13,809,699	13,660,949	13,976,093	3,310,090	24%	1
Transfers to other funds						
Debt Service fund	306,919	313,205	313,205	78,301	25%	
Capital Fund	475,000	-	-	-	0%	
Senior Center Fund	132,564	167,820	167,820	9,147	5%	
Total Transfers Out:	914,483	481,025	481,025	87,448	18%	1
Increase (decrease) in fund balance	(1,396,128)	-	-	-		
TOTAL GENERAL FUND USES	13,328,054	14,141,974	14,457,118	3,397,538	24%	

III. EXPENDITURES

Notes to Expenditure Schedule:

- (1)** All departments are within budget as of the end of the fiscal year. There are variances within some departments greater/less than 25%, however these fluctuations are based on seasonality and not on definite trends that will cause the department to be over budget later in the year. Any variances greater than 35% (if any) will be addressed by us herein.

IV) FUNDS SUBSIDIZED BY GENERAL FUND

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

	FY2010-11 ACTUAL	FISCAL YEAR 2011-2012			% OF ACTUAL VS. BUDGET
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 12/31/2011	
Revenues:					
USDA C-1	\$ 18,520	\$ 13,130	\$ 13,130	\$ 3,294	25%
USDA C-2	9,524	8,150	8,150	4,375	54%
Local Grants C-1	94,060	77,752	77,752	24,348	31%
Local Grants C-2	52,125	52,048	52,048	12,934	25%
Local Grants III-B	25,059	21,017	21,017	5,952	28%
CDBG Grant	58,792	-	-	-	100%
Sales to Va Gardens	14,775	14,345	14,345	4,165	29%
Donations	3,242	1,610	1,610	2,794	174%
Misc Revenues	-	-	-	782	0%
Total revenues	276,097	188,052	188,052	58,644	31%
Expenditures:					
Administrative Costs	149,822	151,711	151,711	34,233	23%
Catering and operating supplies	137,525	149,396	149,396	22,865	15%
Operating Costs	57,932	54,464	54,464	12,177	22%
Capital Outlay	63,384	3,475	3,475	17,385	500%
Total expenditures	408,663	359,046	359,046	86,660	24%
Excess (deficiency) of revenues over expenditures	(132,566)	(170,994)	(170,994)	(28,016)	16%
Other financing sources					
Transfers in	132,564	167,820	167,820	9,147	5%
Total other financing sources	132,564	167,820	167,820	9,147	5%
Net change in fund balance	(2)	(3,174)	(3,174)	(18,869)	0%
Beginning fund balance	18,871	18,869	18,869	18,869	
Ending fund balance	\$ 18,869	\$ 15,695	\$ 15,695	\$ 0	

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

	FY2010-11 <u>ACTUAL</u>	FISCAL YEAR 2011-2012			% OF ACTUAL VS. BUDGET	NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 12/31/2011</u>		
Operating revenues:						
Sanitation revenues	\$ 2,298,155	\$ 2,248,626	\$ 2,248,626	\$ 886,385	39%	1
Total operating revenues	<u>2,298,155</u>	<u>2,248,626</u>	<u>2,248,626</u>	<u>886,385</u>	39%	
Operating expenses:						
Administrative costs	1,143,552	1,163,431	1,163,431	286,026	25%	
Operations and maintenance	234,180	309,506	309,506	64,269	21%	
Disposal costs	618,343	721,789	721,789	113,934	16%	
Depreciation and amortization	54,262	54,400	54,400	13,518	25%	
Total operating expenses	<u>2,050,337</u>	<u>2,249,126</u>	<u>2,249,126</u>	<u>477,747</u>	21%	
Operating income (loss)	<u>247,818</u>	<u>(500)</u>	<u>(500)</u>	<u>408,638</u>	-81728%	
Nonoperating revenues (expenses):						
Interest income	632	500	500	(133)	0%	
Interest expense and fees	(7,755)	-	-	-	#DIV/0!	
Total nonoperating revenues (expenses)	<u>(7,123)</u>	<u>500</u>	<u>500</u>	<u>(133)</u>	0%	
Income (Loss) before transfers	<u>240,695</u>	<u>-</u>	<u>-</u>	<u>408,505</u>	#DIV/0!	
Change in net assets	<u>240,695</u>	<u>-</u>	<u>-</u>	<u>408,505</u>	#DIV/0!	1
Total net assets, October 1	<u>721,670</u>	<u>962,365</u>	<u>962,365</u>	<u>962,365</u>		
Total net assets, September 30	<u>\$ 962,365</u>	<u>\$ 962,365</u>	<u>\$ 962,365</u>	<u>\$ 1,370,870</u>		

Note:

Collection of 39% of revenues is a result of the trash bills now being a part of the property tax bill which is mostly collected between October and March of each fiscal year.

**CHART I-CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-STORMWATER
FOR THE PERIOD ENDING DECEMBER 31, 2009
(25% OF YEAR COMPLETED)**

	FY2010-11 ACTUAL	FISCAL YEAR 2011-2012			% OF ACTUAL VS. BUDGET	NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 12/31/2011		
Operating revenues:						
Residential Class I	\$ 299,176	\$ 250,000	\$ 250,000	\$ 46,907	19%	
Total operating revenues	<u>299,176</u>	<u>250,000</u>	<u>250,000</u>	<u>46,907</u>	19%	
Operating expenses:						
Administrative costs	139,653	140,325	140,325	34,385	25%	
Operations and maintenance	109,504	166,281	166,281	18,027	11%	
Depreciation and amortization	142,664	142,665	142,665	37,244	26%	
Total operating expenses	<u>391,821</u>	<u>449,271</u>	<u>449,271</u>	<u>89,656</u>	20%	
Operating income (loss)	<u>(92,645)</u>	<u>(199,271)</u>	<u>(199,271)</u>	<u>(42,749)</u>	21%	
Nonoperating revenues (expenses):						
Interest & other income	465	500	500	(119)	-24%	
Interest expense and fees	<u>(2,277)</u>	<u>(2,300)</u>	<u>(2,300)</u>	<u>-</u>	0%	
Total nonoperating revenues (exp)	<u>(1,812)</u>	<u>(1,800)</u>	<u>(1,800)</u>	<u>(119)</u>	7%	
Income (Loss) before transfers	<u>(94,457)</u>	<u>(201,071)</u>	<u>(201,071)</u>	<u>(42,868)</u>	21%	
Change in net assets	<u>(94,457)</u>	<u>(201,071)</u>	<u>(201,071)</u>	<u>(42,868)</u>	21%	
Total net assets, October 1	<u>3,164,329</u>	<u>3,069,872</u>	<u>3,069,872</u>	<u>3,069,872</u>		
Total net assets, September 30	<u>\$ 3,069,872</u>	<u>\$ 2,868,801</u>	<u>\$ 2,868,801</u>	<u>\$ 3,027,004</u>		

Notes:

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

<u>Institution</u>	<u>Acct#</u>	<u>Principal Amount</u>
BB&T Money Market		\$ 6,902,958.00
Subtotal BB&T		\$ 6,902,958.00
Suntrust Bank	NOW	\$ 501,199.00
Subtotal SunTrust Bank		\$ 501,199.00
SBA (Pool B)	221371	\$ 110,330.00
Reserve for loss		\$ (27,986.00)
Subtotal SBA		\$ 82,344.00
Total all investments		\$ 7,486,501.00

CASH ON HAND-OPERATING ACCOUNTS:

<i>BB&T Cash on hand-Operating Acct</i>	1,482,765.00
Total Cash on hand as of 12/31/11	\$1,482,765.00
Total Investments and cash on hand	\$8,969,266.00

RESTRICTED CASH:

BB&T CD-LETF	\$ 825,371.00
(Law Enforcement Trust-restricted)	\$ 825,371.00

VII) ANALYSIS OF CHARGES FOR SERVICES

**Chart J-Schedule of Building & Zoning/Code Enforcement
Comparative for the periods ending December 31, 2011 AND 2012
(25% OF YEAR COMPLETED)**

Charges for Services:	YTD 12/31/11		YTD 12/31/10		
	<u>Building</u>	<u>Code Enforcement</u>	<u>Building</u>	<u>Code Enforcement</u>	
Occupational Licenses - City		\$ 63,030	\$ -	\$ 63,807	
Occupational Licenses - County		5,426		5,036	
Building Permits	24,556		16,045		
Electrical Permits	7,538		6,550		
Plumbing Permits	5,093		27,086		
Roofing Permits	7,085		7,735		
Mechanical Permits	3,807		15,297		
Zoning Permits	600		1,350		
Certification of Completions	200		325		
Structural Permits	4,153		3,775		
Other Permits	30,640		17,833		
Code Enforcement tickets		8,900		3,250	
Total Fees Collected	83,672	77,356	95,996	72,093	
Expenditures:					
Personnel	67,317	44,025	87,818	-	
Inspector Costs	26,430		22,973		
Operating costs	7,630	2,543	5,063	1,688	25% of total expenses
Capital outlay	1,022				
Indirect costs from allocation	74,115		77,347		
Total expenditures	176,514	46,568	193,201	1,688	
Excess charges for services over expenditures	(92,842)	30,788	(97,205)	70,406	

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

**Chart K--Schedule of Recreation Department Operations
 Period Ending December 31, 2011
 (25% OF YEAR COMPLETED)**

	Admin	Pool	Tennis	Maintenance	YTD as of 12/31/2011	YTD as of 12/31/2010
Charges for Services:						
Program Activity Fees	\$ 75				\$ 75	\$ 175
After School Care	11,533				11,533	8,319
Water Polo/Aquatics Teams		4,304			4,304	4,023
Swimming Pool Admissions		2,699			2,699	806
Pool rental		1,966			1,966	168
Swim lessons						1,100
Annual Daddy/Daughter Dance						
Vending Machines	624				624	926
Fitness room membership	9,559				9,559	14,913
Pool memberships						187
Annual Turkey trot	1,210				1,210	2,020
Football						1,200
Pelican Playhouse	1,365				1,365	800
Rental-recreational Facilities						1,060
Basketball Program	15,800				15,800	16,020
Jazzercise Classes	981				981	981
Gym Rental						3,350
Gym admission fees						1,664
Yoga classes	2,997				2,997	1,993
Little Smart Arts	240				240	
Total Fees Collected	44,384	8,969	-	-	53,353	59,705
Expenditures:						
Personnel	141,138	30,883			172,021	166,109
Operating costs	126,953	11,938	2,720	24,908	166,519	131,817
Debt Service	46,850				46,850	55,128
Capital outlay	11,822				11,822	49,018
Total expenditures	326,763	42,821	2,720	24,908	397,212	402,072
Excess exp. over charges for services	\$ (282,379)	\$ (33,852)	\$ (2,720)	\$ (24,908)	\$ (343,859)	\$ (342,367)

Percentage of expenditures collected in fees

13.4%

14.8%

NOTES TO STATEMENTS:

VIII) OTHER FUNDS

CHART L-CITY OF MIAMI SPRINGS
 ACTUAL VS BUDGET REPORT-ROAD & TRANSPORTATION
 (26% OF YEAR COMPLETED)

	FY2010-11 ACTUAL	FISCAL YEAR 2011-2012			% OF ACTUAL VS. BUDGET	NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 12/31/2011		
Revenues:						
Peoples Transportation Tax	418,043	372,000	372,000	-	0%	
Charges for services	12,983	12,000	12,000	3,246	100%	
Misc Revenues-Interest	526	1,000	1,000	(147)	100%	
Total revenues	431,552	385,000	385,000	3,099	1%	
Expenditures:						
Administrative	94,803	91,935	91,935	17,402	19%	
Contractual/Professional Services	168,856	194,473	194,473	31,643	16%	
Repairs and maintenance	463,513	460,000	460,000	50,159	11%	
Operating Supplies/Road Materials	3,651	5,000	5,000	13	0%	
Capital Outlay-Machinery	58,436	36,352	36,352	36,352	0%	
Total expenditures	789,259	787,760	787,760	135,569	17%	
Excess (deficiency) of revenues over expenditures	(357,707)	(402,760)	(402,760)	(132,470)	33%	
Other financing sources						
Transfers out	(130,252)	-	-	-	0%	
Total other financing sources	(130,252)	-	-	-	0%	
Net change in fund balance	(487,959)	(402,760)	(402,760)	(132,470)		
Beginning fund balance	1,421,924	933,965	933,965	933,965		
Ending fund balance	\$ 933,965	\$ 531,205	\$ 531,205	\$ 801,495		

VIII) OTHER FUNDS

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

	FY2010-11 <u>ACTUAL</u>	FISCAL YEAR 2011-2012			% OF ACTUAL VS. BUDGET	NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 12/31/2011</u>		
Revenues:						
Fines and Forfeitures	23,352			717	100%	
Interest Income	<u>5,004</u>	<u>10,000</u>	<u>10,000</u>	<u>-</u>	0%	
Total revenues	<u>28,356</u>	<u>10,000</u>	<u>10,000</u>	<u>717</u>	7%	
Expenditures:						
Administration Expenses	72,101	122,353	122,353	18,748	15%	
Police education	11,329	20,000	20,000	-	0%	
Capital Outlay-Vehicles	<u>72,904</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%	
Total expenditures	<u>156,334</u>	<u>142,353</u>	<u>142,353</u>	<u>18,748</u>	13%	
Excess (deficiency) of revenues over expenditures	<u>(127,978)</u>	<u>(132,353)</u>	<u>(132,353)</u>	<u>(18,031)</u>	14%	
Net change in fund balance	(127,978)	(132,353)	(132,353)	(18,031)		
Beginning fund balance	<u>1,015,477</u>	<u>887,499</u>	<u>887,499</u>	<u>887,499</u>		
Ending fund balance	<u>\$ 887,499</u>	<u>\$ 755,146</u>	<u>\$ 755,146</u>	<u>\$ 869,468</u>		

V" OTHER FUNDS

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

	FY2010-11 <u>ACTUAL</u>	FISCAL YEAR 2011-12			% OF ACTUAL VS. BUDGET	NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 12/31/2011</u>		
Revenues:						
Intergovernmental	\$ 1,046,860	\$ -	\$ -	\$ 11,929	100%	
Total revenues	<u>1,046,860</u>	<u>-</u>	<u>-</u>	<u>11,929</u>	100%	
Expenditures:						
General government	45,986	-	-	-	0%	
Capital Outlay	<u>1,484,800</u>	-	<u>193,528</u>	<u>146,287</u>	76%	
Total expenditures	<u>1,530,786</u>	<u>-</u>	<u>193,528</u>	<u>146,287</u>	76%	
Excess (deficiency) of revenues over expenditures	<u>(483,926)</u>	<u>-</u>	<u>(193,528)</u>	<u>(134,358)</u>	0%	
Other financing sources						
Transfers in	<u>556,028</u>	-	-	-	0%	
Total other financing sources	<u>556,028</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%	
Net change in fund balance	<u>72,102</u>	<u>-</u>	<u>(193,528)</u>	<u>(134,358)</u>	0%	
Beginning fund balance	<u>-</u>	<u>72,102</u>	<u>72,102</u>	<u>72,102</u>		
Ending fund balance	<u>72,102</u>	<u>72,102</u>	<u>(121,426)</u>	<u>\$ (62,256)</u>		

VIII OTHER FUNDS

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

	FY2010-11 <u>ACTUAL</u>	FISCAL YEAR 2011-12			NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 12/31/2011</u>	
Revenues:					
Property Taxes	\$ 382,947	\$ -	\$ -	\$ -	0%
Total revenues	<u>382,947</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
Expenditures:					
Principal Payments	476,305	427,598	427,598	28,730	7%
Interest Payments	189,025	141,880	141,880	22,614	16%
Administrative	<u>13,450</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
Total expenditures	<u>678,780</u>	<u>569,478</u>	<u>569,478</u>	<u>51,344</u>	9%
Excess (deficiency) of revenues over expenditures	<u>(295,833)</u>	<u>(569,478)</u>	<u>(569,478)</u>	<u>(51,344)</u>	9%
Other financing sources					
Transfers in	<u>306,919</u>	<u>569,478</u>	<u>569,478</u>	<u>129,870</u>	23%
Total other financing sources	<u>306,919</u>	<u>569,478</u>	<u>569,478</u>	<u>129,870</u>	23%
Net change in fund balance	<u>11,086</u>	<u>-</u>	<u>-</u>	<u>78,526</u>	100%
Beginning fund balance	<u>100,431</u>	<u>111,517</u>	<u>111,517</u>	<u>111,517</u>	
Ending fund balance	<u>111,517</u>	<u>111,517</u>	<u>111,517</u>	<u>\$ 190,043</u>	100%

**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 12/31/2011</u>
		<u>Additions</u>	<u>Reductions</u>	
Parks and Recreation:				
Gymnasium/Recreation building	\$ 53,636	-	31,101	\$ 22,535
Total Recreation Designations	53,636	-	31,101	22,535
Senior Center:				
Senior Center Building	180,000	-	-	180,000
Senior Center Van	-	-	-	-
Total Senior Center Designations	180,000	-	-	180,000
Downtown Revitalization	136,735	-	-	136,735
Contingency-Hurricane Costs	500,000	-	-	500,000
Pool improvements	260,133	-	-	260,133
Total proposed designations	\$ 1,130,504	\$ -	\$ 31,101	\$ 1,099,403
Encumbrances appropriated FY2012	\$ 273,274	\$ -		\$ 273,274
Total Available Fund Balance	<u>4,903,778</u>	<u>-</u>	<u>31,101</u>	<u>4,872,677</u>
Unrestricted, Undesignated fund Balance	<u>3,500,000</u>			<u>3,500,000</u>
				25% of FY11-12 Budgeted expenditures..... \$ 3,500,000
				Excess(deficit) funds available for designation \$ -

CITY OF MIAMI SPRINGS



Finance Department
 201 Westward Drive
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TO: The Honorable Mayor Xavier Garcia and Members of the City Council
VIA: Ron Gorland, City Manager
FR: William Alonso, CPA, CGFO, Finance Director *WAL*
DATE: January 23, 2012
SUBJECT: Golf Course (UNAUDITED) Financials for the quarter ending December 31, 2011.

Attached hereto are the unaudited financial reports for the Golf Course Fund for the quarter ending December 31, 2011. As in the past, the report is divided into three sections as follows: 1) Section A is a comparative profit and loss statement for the quarters ending December 31st for fiscal years 2012, 2011, and 2010. 2) Section B is a fiscal year-to-date actual to budget comparison for FY2012. 3) Section C is the FY 2012 year-to-date rounds report.

Key Financial Indicators

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

	<u>Ending</u> <u>12/31/2011</u>	<u>Ending</u> <u>12/31/2010</u>	<u>% Change</u> <u>From 12/31/10</u>	<u>Ending</u> <u>12/31/2009</u>	<u>% Change</u> <u>From 12/31/09</u>
<u>Golf Operations:</u>					
Total Revenues	253,460	224,030	13.1%	255,694	-0.9%
Operating Profit (Loss)	(79,289)	(126,171)	-37.2%	(80,775)	-1.8%
Profit(Loss)including non-golf costs	(88,591)	(148,097)	-40.2%	(115,220)	-23.1%
Pro Shop Costs	127,630	127,003	0.5%	118,791	7.4%
Maintenance Costs	205,119	223,198	-8.1%	217,678	-5.8%
Total Rounds Played	8,121	7,408	9.6%	9,149	-11.2%
Total Greens Revenues	210,065	198,505	5.8%	236,946	-11.3%
Average per Round	25.87	26.80	-3.5%	25.90	-0.1%
Memberships Sold	36,827	52,550	-29.9%	77,525	-52.5%
Driving Range revenues	23,314	17,964	29.8%	19,819	17.6%

Key Financial Indicators (continued)

As you can see from this matrix, the golf operation is showing improvements from the prior year. Total YTD revenues are up 13.1% from last year, rounds have increased by 9.6%, driving range revenues are up 29.8%, however memberships sold are still lagging behind and have dropped almost 29.9% from last year. These results were achieved while the course was closed for three full days as well as eleven half days during the quarter due to inclement weather

I have also included in this matrix the indicators for the fiscal year ended September 30, 2009. As you can see from this matrix, greens revenues are down 11.3% from FY2009, driving range revenues are up 17.6%, and our average per round is down 0.1% from FY2009.

On the cost side, YTD maintenance costs are down 8.1% from last year mainly. Pro shop costs are up 0.5% from last year. The operating loss is \$79,289 compared to a loss of \$126,171 last year.

The total bottom line YTD loss is \$88,591 compared to a loss of \$148,097 last year and a loss of \$115,220 for the same period of FY2009. **The bottom line YTD loss of \$88,591 means that a subsidy would be required from the General Fund for the fiscal year just ended.**

Page A-1 is a comparative profit and loss for the three months ended 12/31/11, 12/31/10, and 12/31/09.

Page A-2 is a comparative profit and loss for three months ended 12/31/11, 12/31/10, and 12/31/09 for the pro shop operation only. The total YTD loss for the current year is \$84,007 compared to losses of \$141,553 as of 12/31/10 and \$106,114 as of 12/31/09.

Page B-1 provides an actual to budget comparison for the current fiscal year. We are currently reporting a total YTD loss as of December 2011 of 88,591 compared to a budgeted loss of \$156,241. This budget variance is mainly due to the increase in revenues discussed above. Page B-2 shows the pro shop operation for the period, the loss is \$84,007 compared to a budgeted loss of 133,645.

Page C-1 is an analysis of rounds played for the first quarter shows a 9.6% increase in rounds played and a corresponding 5.8% increase in greens revenues. Our average per round is \$25.87 compared to \$26.8 for the same period last year. We have a total of 8,121 rounds played in the quarter compared to 7,408 for first quarter of FY2010.

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

	<u>12/31/2011</u>	<u>12/31/2010</u>	<u>12/31/2009</u>
TOTAL PRO-SHOP AND GOLF COURSE- REVENUES	<u>253,460</u>	<u>224,030</u>	<u>255,694</u>
TOTAL PERSONNEL SERVICES	63,690	69,286	65,892
TOTAL OPERATING EXPENDITURES	<u>269,059</u>	<u>280,915</u>	<u>270,577</u>
TOTAL MANAGEMENT OPERATING EXPENDITURES	<u>332,749</u>	<u>350,201</u>	<u>336,469</u>
NET MANAGEMENT EXCESS OF EXP. OVER REV.	<u>(79,289)</u>	<u>(126,171)</u>	<u>(80,775)</u>

OTHER COSTS ASSOCIATED WITH OPERATIONS OF THE GOLF COURSE:

ADMINISTRATIVE EXPENSES	4,584	6,544	9,106
PROCEEDS FROM DEBT - MAINTENANCE	-	-	-
IMPROVEMENTS O/T BUILDINGS - ADMIN.	-	-	-
IMPROVEMENTS O/T BUILDINGS	-	-	3,961
DEBT SERVICE PAYMENT-MAINTENANCE	4,718	15,382	21,378
MACHINERY & EQUIPMENT	-	-	-
MACHINERY & EQUIPMENT-MAINTENANCE	-	-	-
TOTAL OTHER COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>9,302</u>	<u>21,926</u>	<u>34,445</u>
EXCESS EXPENDITURES OVER REVENUES	<u>\$ (88,591)</u>	<u>\$ (148,097)</u>	<u>\$ (115,220)</u>

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

	<u>12/31/2011</u>	<u>12/31/2010</u>	<u>12/31/2009</u>
REVENUES			
GREEN FEES	\$ 192,949	\$ 170,678	\$ 189,279
MEMBERSHIPS	7,502	8,975	15,420
CART REVENUES	14,816	13,732	19,302
RANGE FEES	23,314	17,964	19,819
GOLF - OTHER REVENUES	3,037	1,130	1,732
MERCHANDISE SALES	11,842	11,551	10,142
TOTAL PRO SHOP REVENUES	<u>253,460</u>	<u>224,030</u>	<u>255,694</u>
PERSONNEL EXPENSES			
REGULAR SALARIES	26,563	27,568	22,322
PART TIME SALARIES	26,032	31,608	35,540
OVERTIME	-	46	11
SEASONAL & OTHER	-	-	-
FICA TAXES	4,023	4,531	4,428
PENSION	3,308	2,969	1,489
MEDICAL INSURANCE	3,332	1,994	1,499
WORKER'S COMPENSATION	432	570	351
TOTAL PERSONNEL SERVICES	<u>63,690</u>	<u>69,286</u>	<u>65,892</u>
OPERATING EXPENSES			
CONTRACTUAL SERVICES	4,314	3,021	2,514
RENTALS AND LEASES	20,390	18,282	18,337
REPAIRS AND MAINTENANCE	1,222	1,344	3,089
PROMOTIONS & ADVERTISING	6,750	6,248	2,250
OTHER CHARGES - BANK & CREDIT CARD CHARGES	8,682	6,798	3,136
OPERATING SUPPLIES	1,605	1,515	953
UTILITY SERVICES-ELECTRICITY	5,973	5,930	6,378
UTILITY SERVICES-WATER	117	117	-
LIABILITY INSURANCE	3,124	3,198	3,264
TELECOMMUNICATIONS	2,503	2,162	2,122
MERCHANDISE	3,125	6,794	6,770
DRIVING RANGE	5,196	1,139	3,038
OFFICE SUPPLIES	789	825	788
DUES AND MEMBERSHIPS	150	344	260
MAINTENANCE (Department Total)	<u>205,119</u>	<u>223,198</u>	<u>217,678</u>
TOTAL OPERATING EXPENDITURES	<u>269,059</u>	<u>280,915</u>	<u>270,577</u>
TOTAL PRO SHOP OPERATION EXPENDITURES	<u>332,749</u>	<u>350,201</u>	<u>336,469</u>
OPERATING PROFIT (LOSS) BEFORE OTHER COSTS	<u>(79,289)</u>	<u>(126,171)</u>	<u>(80,775)</u>
OTHER COSTS ASSOCIATED WITH OPERATIONS OF THE PRO-SHOP			
DEBT SERVICE PAYMENT-MAINTENANCE	4,718	15,382	21,378
IMPROVEMENT O/T BUILDINGS - MAINTENANCE	-	-	3,961
TOTAL OTHER COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>4,718</u>	<u>15,382</u>	<u>25,339</u>
NET PROFIT (LOSS)	<u>\$ (84,007)</u>	<u>\$ (141,553)</u>	<u>\$ (106,114)</u>

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

MAINTENANCE

	<u>12/31/2011</u>	<u>12/31/2010</u>	<u>12/31/2009</u>
PERSONAL SERVICES			
REGULAR SALARIES	\$ 15,341	\$ 16,724	\$ 28,198
PART TIME SALARIES	-	-	-
OVERTIME	-	-	72
SEASONAL & OTHER	-	-	-
PAYROLL TAXES	1,173	1,279	2,099
PENSION	1,912	1,905	1,882
MEDICAL INSURANCE	1,676	1,946	3,752
UNEMPLOYMENT COMPENSATION	-	-	2,778
WORKER'S COMPENSATION	258	348	246
TOTAL PERSONAL SERVICES	<u>20,360</u>	<u>22,202</u>	<u>39,027</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES	-	-	-
CONTRACTUAL SERVICES	95,534	90,697	86,017
REPAIRS AND MAINTENANCE	14,486	15,684	19,725
UTILITY SERVICES-ELECTRICITY	5,550	7,591	9,457
UTILITY SERVICES-WATER	1,343	1,375	-
OPERATING SUPPLIES	50,569	70,511	52,125
FUEL, OILS, LUBRICANTS	11,837	8,179	6,611
TOOLS	-	-	-
LIABILITY INSURANCE	2,115	2,448	2,934
TELECOMMUNICATIONS	147	147	141
DUES AND SUBSCRIPTIONS	-	-	200
EDUCATION AND TRAINING	-	-	-
UNIFORMS	911	-	435
RENTALS AND LEASES	2,267	4,364	1,006
TOTAL OPERATING EXPENSES :	<u>184,759</u>	<u>200,996</u>	<u>178,651</u>
IMPROVEMENT O/T BUILDINGS	-	-	3,961
TOTAL CAPITAL OUTLAY :	<u>-</u>	<u>-</u>	<u>3,961</u>
PRINCIPAL PAYMENTS	4,718	15,382	21,378
INTEREST	-	-	-
TOTAL DEBT SERVICE	<u>4,718</u>	<u>15,382</u>	<u>21,378</u>
TOTAL MAINTENANCE	<u>\$ 209,837</u>	<u>\$ 238,580</u>	<u>\$ 243,017</u>

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

ADMINISTRATION

	<u>12/31/2011</u>	<u>12/31/2010</u>	<u>12/31/2009</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES - LEGAL	-	-	-
CONTRACTUAL SERVICES	-	405	451
UTILITY SERVICES-ELECTRICITY	1,611	2,097	2,293
REPAIRS AND MAINTENANCE	-	-	794
TELEPHONE	-	-	171
RISK MANAGEMENT	2,973	2,754	5,397
LICENSES AND FEES	-	-	-
TOTAL OPERATING EXPENSES :	<u>4,584</u>	<u>6,544</u>	<u>9,106</u>
TOTAL ADMINISTRATION	\$ 4,584	\$ 6,544	\$ 9,106

CITY OF MIAMI SPRINGS, FLORIDA
 GOLF & COUNTRY CLUB
 ACTUAL VERSUS BUDGET
 FOR THE PERIOD ENDING 12/31/11

	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance Positive (Negative)</u>
TOTAL PRO-SHOP- REVENUES	<u>253,460</u>	<u>1,193,078</u>	<u>(939,618)</u>
TOTAL OPERATING EXPENDITURES	<u>332,749</u>	<u>1,307,851</u>	<u>975,102</u>
OPERATING PROFIT (LOSS) BEFORE CAPITAL EXPENDITURES AND DEBT SERVICE PAYMENTS	<u>(79,289)</u>	<u>(114,773)</u>	<u>35,484</u>
<u>OTHER REVENUES, TRANSFERS, AND EXPENDITURES:</u>			
DEBT SERVICE PAYMENT-MAINTENANCE	4,718	18,872	14,154
MACHINERY & EQUIPMENT	-	-	-
MACHINERY & EQUIPMENT-MAINTENANCE	-	-	-
IMPROVEMENTS O/T BUILDINGS - MAINTENANCE	-	-	-
TOTAL CAPITAL EXPENDITURES AND DEBT SERVICE PAYMENTS	<u>4,718</u>	<u>18,872</u>	<u>14,154</u>
OPERATING PROFIT (LOSS) BEFORE NON-OPERATING COSTS	<u>(84,007)</u>	<u>(133,645)</u>	<u>49,638</u>
<u>NON-OPERATING COSTS:</u>			
CITY ADMINISTRATIVE EXPENSES	<u>4,584</u>	<u>22,596</u>	<u>18,012</u>
TOTAL OTHER NON-OPERATING COSTS	<u>4,584</u>	<u>22,596</u>	<u>18,012</u>
OPERATING PROFIT (LOSS)	<u>\$ (88,591)</u>	<u>\$ (156,241)</u>	<u>\$ 67,650</u>

**CITY OF MIAMI SPRINGS, FLORIDA
ACTUAL VS BUDGET-PRO SHOP OPERATIONS
FOR THE PERIOD ENDING 12/31/11**

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Variance Positive (Negative)</u>
REVENUES			
GREEN FEES	\$ 192,949	\$ 854,728	\$ (661,779)
MEMBERSHIPS	7,502	83,438	(75,936)
CART REVENUES	14,816	86,247	(71,431)
RANGE FEES	23,314	99,615	(76,301)
GOLF - OTHER REVENUES	3,037	11,273	(8,236)
MERCHANDISE SALES	11,842	57,777	(45,935)
TOTAL PRO SHOP REVENUES	<u>253,460</u>	<u>1,193,078</u>	<u>(939,618)</u>
PERSONNEL EXPENSES			
REGULAR SALARIES	26,563	117,915	91,352
PART TIME SALARIES	26,032	111,755	85,723
OVERTIME	-	-	-
SEASONAL & OTHER	-	-	-
FICA TAXES	4,023	16,660	12,637
PENSION	3,308	12,652	9,344
MEDICAL INSURANCE	3,332	12,735	9,403
WORKER'S COMPENSATION	432	1,723	1,291
UNEMPLOYMENT COMPENSATION	-	-	-
TOTAL PERSONNEL SERVICES	<u>63,690</u>	<u>273,440</u>	<u>209,750</u>
OPERATING EXPENSES			
CONTRACTUAL & PROFESSIONAL SERVICES	4,314	11,200	6,886
RENTALS AND LEASES	20,390	62,160	41,770
REPAIRS AND MAINTENANCE	1,222	11,000	9,778
PRINTING AND BINDING	-	5,250	5,250
PROMOTIONS & ADVERTISING	6,750	34,650	27,900
OTHER CHARGES - BANK & CREDIT CARD CHARGES	8,682	29,700	21,018
OPERATING SUPPLIES	1,605	6,000	4,395
UTILITY SERVICES-ELECTRICITY	5,973	25,117	19,144
UTILITY SERVICES-WATER	117	415	298
LIABILITY INSURANCE	3,124	11,493	8,369
TELECOMMUNICATIONS	2,503	10,916	8,413
MERCHANDISE	3,125	32,500	29,375
DRIVING RANGE	5,196	8,000	2,804
OFFICE SUPPLIES	789	2,000	1,211
DUES AND MEMBERSHIPS	150	507	357
MAINTENANCE (Department Total)	<u>205,119</u>	<u>783,503</u>	<u>578,384</u>
TOTAL OPERATING EXPENDITURES	<u>269,059</u>	<u>1,034,411</u>	<u>765,352</u>
TOTAL PRO SHOP OPERATION EXPENDITURES	<u>332,749</u>	<u>1,307,851</u>	<u>975,102</u>
OPERATING PROFIT (LOSS) BEFORE OTHER COSTS	<u>(79,289)</u>	<u>(114,773)</u>	<u>35,484</u>
OTHER (REVENUES) COSTS ASSOCIATED WITH OPERATIONS OF THE PRO-SHOP			
TRANSFERS TO DEBT SERVICE FUND	4,718	18,872	14,154
MACHINERY & EQUIPMENT	-	-	-
MACHINERY & EQUIPMENT-MAINTENANCE IMPROVEMENT O/T BUILDINGS	-	-	-
TOTAL OTHER (REVENUES) COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>4,718</u>	<u>18,872</u>	<u>14,154</u>
NET PROFIT (LOSS)	<u>\$ (84,007)</u>	<u>\$ (133,645)</u>	<u>\$ 49,638</u>

**CITY OF MIAMI SPRINGS, FLORIDA
GOLF COURSE
ACTUAL VS BUDGET- MAINTENANCE EXPENSES
FOR THE PERIOD ENDING 12/31/11**

<u>MAINTENANCE</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Variance Positive (Negative)</u>
PERSONAL SERVICES			
REGULAR SALARIES	\$ 15,341	\$ 68,534	\$ 53,193
OVERTIME	-	-	-
PAYROLL TAXES	1,173	4,788	3,615
PENSION	1,912	7,354	5,442
MEDICAL INSURANCE	1,676	6,259	4,583
UNEMPLOYMENT COMPENSATION	-	5,000	5,000
WORKER'S COMPENSATION	258	1,028	770
TOTAL PERSONAL SERVICES	<u>20,360</u>	<u>92,963</u>	<u>72,603</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES	-	3,000	3,000
CONTRACTUAL SERVICES	95,534	368,436	272,902
REPAIRS AND MAINTENANCE	14,486	58,554	44,068
UTILITY SERVICES-ELECTRICITY	5,550	27,825	22,275
UTILITY SERVICES-WATER	1,343	6,638	5,295
OPERATING SUPPLIES	50,569	170,000	119,431
FUEL, OILS, LUBRICANTS	11,837	34,200	22,363
TOOLS	-	2,000	2,000
LIABILITY INSURANCE	2,115	8,459	6,344
TELECOMMUNICATIONS	147	606	459
DUES AND SUBSCRIPTIONS	-	-	-
EDUCATION AND TRAINING	-	250	250
UNIFORMS	911	1,500	589
RENTALS AND LEASES	2,267	9,072	6,805
TOTAL OPERATING EXPENSES :	<u>184,759</u>	<u>690,540</u>	<u>505,781</u>
IMPROVEMENT O/T BUILDINGS	-	-	-
MACHINERY AND EQUIPMENT	-	-	-
TOTAL CAPITAL OUTLAY :	<u>-</u>	<u>-</u>	<u>-</u>
TRANSFERS TO DEBT SERVICE FUND	<u>4,718</u>	<u>18,872</u>	<u>14,154</u>
TOTAL DEBT SERVICE	<u>4,718</u>	<u>18,872</u>	<u>14,154</u>
TOTAL MAINTENANCE	<u>\$ 209,837</u>	<u>\$ 802,375</u>	<u>\$ 592,538</u>

CITY OF MIAMI SPRINGS, FLORIDA
 GOLF COURSE
 ACTUAL VS BUDGET- ADMINISTRATION EXPENSES
 FOR THE PERIOD ENDING 12/31/11

<u>ADMINISTRATION</u>	<u>YTD</u> <u>ACTUAL</u>	<u>YTD</u> <u>BUDGET</u>	<u>Variance</u> <u>Positive</u> <u>(Negative)</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES - LEGAL	-	200	200
CONTRACTUAL SERVICES	-	700	700
UTILITY SERVICES-ELECTRICITY	1,611	8,300	6,689
UTILITY SERVICES-WATER	-	-	-
REPAIRS AND MAINTENANCE	-	1,500	1,500
TELEPHONE	-	-	-
RISK MANAGEMENT	2,973	11,896	8,923
TOTAL OPERATING EXPENSES :	<u>4,584</u>	<u>22,596</u>	<u>18,012</u>
TOTAL ADMINISTRATION	<u>\$ 4,584</u>	<u>\$ 22,596</u>	<u>\$ 18,012</u>

CHART E

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

GREEN & CART FEES

TYPE
RACK RATES

	12/31/2011					12/31/2010		
	Number	%	Revenues	%	Avg Per Round	Number	Revenues	Avg Per Round
Weekend Non-Resident	413	5.1%	19,286	9.2%	46.70	349	16,224	46.49
Weekday Non-Resident	460	5.7%	16,839	8.0%	36.61	482	17,654	36.63
Weekend/Holiday Resident	162	2.0%	6,926	3.3%	42.75	207	8,450	40.82
Weekday Resident	128	1.6%	3,318	1.6%	25.92	87	2,924	33.61
TOTALS FOR TOP RACK RATES	1,163	14.3%	\$ 46,369	22.1%	\$ 39.87	1,125	\$ 45,262	\$ 40.22
SEASONAL(A); DISCOUNT(B); PROMOTIONAL RATES(C)								
resident Weekend > 11:00 (B)	184	2.3%	6,336	3.0%	34.43	331	11,277	34.07
Non resident Weekend > 11:00 (B)	212	2.6%	7,952	3.8%	37.51	231	8,616	37.30
Twilight-Weekday	431	5.3%	12,815	6.1%	29.73	604	17,990	29.78
Twilight-Weekend	522	6.4%	16,690	7.9%	31.97	535	17,067	31.90
Shootout (C)	206	2.5%	4,882	2.3%	23.70	200	4,943	24.72
Seniors Weekday	2,543	31.3%	62,011	29.5%	24.38	1,863	45,953	24.67
Super Twilight after 4	287	3.5%	5,364	2.6%	18.69			
Group Rate Weekend (B)	277	3.4%	11,133	5.3%	40.19	237	9,721	41.02
Spectator	13	0.2%	234	0.1%	18.00	5	90	18.00
Prime Timers (C)	87	1.1%	1,870	0.9%	21.49	45	960	21.33
Teacher, Police, Fire	73	0.9%	1,804	0.9%	24.71	35	874	24.97
Men's Golf Assoc.(A)	51	0.6%	2,050	1.0%	40.20	38	1,560	41.05
Junior	27	0.3%	202	0.1%	7.48	62	463	7.47
Junior with Parent	25	0.3%	450	0.2%	18.00	29	522	18.00
Weekday resident cart Fee	24	0.3%	561	0.3%	23.38			
PGA Member	45	0.6%	810	0.4%	18.00	71	1,277	17.99
Can-Am Golf (B)	-	0.0%	-	0.0%	-	12	336	28.00
Weekday Resident Walking	131	1.6%	612	0.3%	4.67			
Tax Exempt Tournament	153	1.9%	4,834	2.3%	31.59	341	8,701	25.52
Replay 18 Holes	-	0.0%	-	0.0%	-	1	19	19.00
Replay 9 Holes	-	0.0%	-	0.0%	-	1	12	12
TOTALS FOR OTHER DISCOUNTED RACK RATES	5,291	65.2%	\$ 140,610	66.9%	\$ 26.58	4,641	\$ 130,381	\$ 28.09
TOTALS FOR ALL RACK RATES	6,454	79.5%	\$ 186,979	89.0%	\$ 28.97	5,766	\$ 175,633	\$ 30.46
Membership Activity:								
Member 18 Hole cart	719	8.9%	13,438	6.4%	18.69	660	12,335	18.69
9-Hole Member Cart Rate	50	0.6%	596	0.3%	11.92	66	787	11.92
Trail Fee	2	0.0%	1,550	0.7%	-	2	775	0
Membership pro rated income		0.0%	7,502	3.6%	0		8,975	0
Member walk	896	11.0%	-	0.0%	0	914	-	0
TOTALS FOR ALL MEMBER ROUNDS	1,667	20.5%	\$ 23,086	11.0%	\$ 13.85	1,642	\$ 22,872	\$ 13.93
TOTALS FOR ALL PAID ROUNDS THRU 12/31/09	8,121	100.0%	\$ 210,065	100.0%	\$ 25.87	7,408	\$ 198,505	\$ 26.80
Employee Rounds	6	-	-	-	-	30	-	-
Comp rounds	11	-	-	-	-	5	-	-

Note:

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

