



**AGENDA INFORMATION  
CITY OF MIAMI SPRINGS  
CITY COUNCIL**

**Regular Meeting**

**Monday, February 13, 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 Magalí 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, February 13, 2012 – 7:00 p.m.**  
**Council Chambers – City Hall**  
**201 Westward Drive – Miami Springs**

**1. Call to Order/Roll Call**

**2. Invocation:** Councilman Lob

**Salute to the Flag:** Students from Blessed Trinity Catholic School will lead the audience in the Pledge of Allegiance to the Flag

**3. Awards & Presentations:**

A) Presentation from the Student Working Against Tobacco (SWAT) Organization

B) Proclamation – Optimist Club Month

**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) 01-18-2012 – Workshop Meeting
- B) 01-23-2012 – Regular Meeting

**6. Reports from Boards & Commissions:**

- A) 01-12-2012 – Board of Parks and Parkways – Minutes
- B) 01-17-2012 – Education Advisory Board – Minutes
- C) 01-19-2012 – Historic Preservation Board – Minutes
- D) 01-24-2012 – Ecology Board – Minutes
- E) 01-26-2012 – Code Review Board – Cancellation Notice
- F) 02-01-2012 – Architectural Review Board – Cancellation Notice
- G) 02-06-2012 – Zoning and Planning Board – Minutes
- H) 02-06-2012 – Board of Adjustment – Approval of Actions Taken at their Meeting of February 6, 2012, Subject to the 10-day Appeal Period

**7. Public Hearings:** None

**8. Consent Agenda:**

- A) Approval of the City Attorney's Invoice for January 2012 in the Amount of \$12,372.75

**9. Old Business:**

- A) Appointments to Advisory Boards by the Mayor and Council Members
- B) Discussion Regarding Changes to the Charter Regarding Election Procedures
- C) Authorization of Officers and Directors for Miami Springs Properties, Inc.
- D) Consideration of Recommendations from the Board of Parks and Parkways Regarding Ficus Trees

**10. New Business:**

- A) Recommendations from the Ecology Board:
  - i. Recycling at all City Facilities
  - ii. Clean Up the Environment Project (C.U.T.E.)

**10. New Business: (Continued)**

- B) Recommendation that the City Renews its Management Contract with “Jazzercise” Inc. for the Use of the Multi Purpose Room at the Community Center for Exercise Sessions
- C) Recommendation that the City Renews the Management Contract with Match Point Enterprises, LLC, for the Use of the City’s Tennis Courts
- D) City Administration Personnel and Departmental Reorganization Recommendation
- E) Resolution No. 2012-3537 – A Resolution of the City Council of the City of Miami Springs Approving and Adopting an Updated Amended and Supplemented City Employee “Pay Plan” for Fiscal Year 2011-2012; Reserving the Right and Authority to Amend or Supplement the Plan; Effective Date
- F) Longevity Pay
- G) Springs River Festival Request to Sell to Sell Alcohol Beverages During the Upcoming Festival on April 13, 14 and 15, 2012
- H) Recreation Department User Fees Discussion
- I) Stafford Park Fence Line Tree Beautification Proposal
- J) Pilot House Renovation Project
  - 1. Recommendation that the City Council Waive the Requirement for Review Contained in Code §150-164 (I) (2) (c) for the Pilot House Renovation Project to Appear Before the Architectural Review Board due to Lack of a Quorum
  - 2. Site Plan Approval
- K) Discussion Regarding the Marketing of the Golf Course

**11. Other Business: None**

**12. Reports & Recommendations:**

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

**13. Adjourn**

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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.

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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.

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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.

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## *City of Miami Springs, Florida*

The Miami Springs City Council held a **WORKSHOP MEETING** in the Council Chambers at City Hall on Wednesday, January 18, 2012, at 6:30 p.m.

### **1. Call to Order/Roll Call**

The meeting was called to order at 6:33 p.m.

The following were present:

Mayor Xavier 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  
Finance Director William Alonso  
City Planner James H. Holland  
City Clerk Magalí Valls

### **2. Invocation:** Vice Mayor Espino offered the invocation.

**Salute to the Flag:** The audience participated.

### **3. Presentation from Calvin, Giordano & Associates, Inc. Regarding Signage and Way-finding**

Lorraine Tappen, Project Manager and Senior Planner with Calvin, Giordano & Associates, Inc. said that she was pleased to present Work Order # 2 for the Aesthetic Theme Program implementation.

Ms. Tappen explained that the four components are the color palette, Business Façade Program, way-finding and signage program and street and pedestrian scale lighting. The color palette was completed and adopted by the City Council. The purpose of the Business Façade Program is to refurbish the older buildings in order to bring and attract new clients and customers to the Downtown area, Westward Drive and N. W. 36<sup>th</sup> Street. The idea is for the business owner or the tenant to put up a large part of the money to make the improvements and the City could match some of the funds or there might be grant funding.

Ms. Tappen stated that Council generally accepted the Mission/Pueblo architectural standards and also the Streamline Moderne standards for N. W. 36<sup>th</sup> Street that could be used for the Business Façade Program. In the first year, the Business Façade Program could have three matching grants of \$50,000 each for N. W. 36<sup>th</sup> Street and three matching grants of \$10,000 each for the Downtown area around the Circle and Westward Drive. Funding sources could come partly from the General Fund or Community Development Block Grant (CDBG) funds from the County. She explained the application and approval process, with the City Council having the final approval.

Mario Cartaya, of Cartaya and Associates Architects, reviewed the proposed designs for N. W. 36<sup>th</sup> Street and displayed examples of façade improvements for existing buildings, including the Chase Bank building. He addressed the Downtown Business Façade Program and explained that it is most important to maintain the small town charm of Miami Springs.

Richard Sala of Calvin, Giordano & Associates, Inc. commented that they are not singling out any specific buildings or making any recommendations for façade improvements.

Mr. Cartaya explained that his firm looked at the different kinds of buildings to see how a particular style could adapt to a new façade with an identity that maintains the small town feel. He displayed an example of the existing Pilot House Bar on N. W. 36<sup>th</sup> Street and what it would look like with a new façade. He added that a meeting was held with the owner of the building and they have agreed to the façade improvement.

Mr. Sala reported that it was a pleasure working with City Staff because the City Manager and City Attorney assisted with the technical issues, while the consultants dealt with the redevelopment issues. He said that the Pilot House is an example of a satisfied business moving into the City and it was exciting to see it come together.

Mr. Cartaya referred to his experience in the City of Miramar and said that the redevelopment process involves everyone and if the buildings are improved, the property values will increase. Once a building is improved, the neighboring business owners can either choose to remain the same or they can willingly make their buildings look better so that they can compete in the market.

Mr. Cartaya continued the presentation with a rendering of City Hall with a new façade. He said that the dream of Glenn Curtiss was the Pueblo design and the City Hall could reflect his dream and make a statement of the City's history.

Mr. Sala stated that the façade for City Hall follows through with the Community Center design and building up the parapet wall to hide the infrastructure on the roof creates a focal point that works well.

Mr. Cartaya displayed a rendering of the Woman's Club building with the same windows and doors and new parapet work and façade design features. The buildings in the 100 block of Westward Drive were also displayed with new facades, incorporating the way-finding, signage and lighting.

Mr. Sala stated that the way-finding and signage immediately follows the design process and their goal is to design something that works city-wide, with minor changes for unique areas and various color tones. The signage and way-finding would apply to N. W. 36<sup>th</sup> Street, Downtown, Westward Drive and the Curtiss Circle, and the goal over time is to update the current infrastructure and lighting.

Mr. Sala said that the signage and way-finding package includes a project assessment, site planning and mapping and structure design. The branding and identity should fall back on some concepts that have already been approved and there will be code enforcement issues to address, as well as amenities such as the street furniture.

Mr. Sala presented slides of other areas in which their firm had been successful in revitalizing over the years, including the City of Hollywood. He also displayed various Pueblo design elements used by Glenn Curtiss at the Curtiss Mansion and Fair Havens. Additional slides were shown of possible redevelopment of the Curtiss Circle and gateway designs.

Mr. Cartaya explained that there is a movement in architecture to provide a beautiful visual impact that stimulates all the senses. He said that part of good design is making people feel good.

Mr. Sala stated that the City logo was incorporated into their proposal. The color palette was considered in the materials and elements of the signage, way-finding and lighting elements. He presented before and after photographs of the Curtiss Parkway area.

Mr. Sala explained that they considered signage that was recommended by the boards and endorsed by Council in the past. He said that the design might work in other areas like campgrounds and beach areas, but they felt it would not work for the way-finding signage in the City. Their work order was to present another alternative.

Mr. Sala introduced team member Sandy Langner, with Beacon Products, explaining that he had worked with many Community Redevelopment Agencies and contractors throughout the state. His partner has been very involved with the Florida Redevelopment Association in regard to many electrical studies.

Sandy Langer, President of Lighting Dynamics, explained that they are the local representatives for Beacon Products and have been in business for over thirty-five years. The program involves a review of the existing lighting and to make recommendations for the installation of lighting that fits the City of Miami Springs' theme and to provide pedestrian-scale lighting that enhances the safety of the residents and business customers.

Mr. Langer stated that there is a unique opportunity to use lighting as a way to enhance the aesthetic and use it as a unifying tool to pull together the architecture and way-finding. There is also an opportunity to save energy and maintenance costs with LED lighting. The energy savings is between 50 to 70% and the payback time is three to five years over conventional sources. He added that another positive feature is controllability of the lighting.

Mr. Langer continued to explain the various light pole options and referred to the conceptual lighting design for Westward Drive. He stated that there is a greater spread of light based on the pole height. He referred to the site furnishing package that is intended to incorporate the various architectural designs, including benches, bike racks, waste receptacles, planters, etc.

City Attorney Jan K. Seiden asked about the savings that is related to LED lighting.

Mr. Langer responded that the LED module inside the fixture is replaced and the fixture remains the same. The LED technology is similar to memory in computers and the efficiency continues to increase and all modules can be replaced as the technology changes.

Mr. Sala was hoping that Team member Howard Green would be present, but unfortunately he had car problems on the highway. He said that Mr. Green works for a company called Guide Way and he is working on the implementation of the signage.

Doug Taylor, engineer with Calvin, Giordano & Associates, Inc., stated that they reviewed the City's lighting in order to determine what exists, what the City owns and what could be done with it. They also considered the cost of purchasing the lighting and the savings by using LED. He was surprised that the City has so many metered lights and it makes more sense to install the new energy saving fixtures over time. It was determined that the street lighting maintenance and repair costs for 2011 were \$107,000.

Mr. Taylor proposed Curtiss Parkway for Phase I of the way-finding and lighting aesthetics program because the road and the median are not subject to change and it is a well traveled road that incorporates the various signage and lighting.

Richard Sala explained that this concluded the presentation of their recommendations for the façade program, color and style, way-finding, lighting and branding. He said that there might be other ideas for Westward Drive, but they felt that Curtiss Parkway would be the focal point and generate interest for improvements in other areas.

Mayor Garcia said that he personally likes the recommendations and would like to know what funding is available for the improvements, beginning with the signage and way-finding.

Finance Director William Alonso commented that there is approximately \$90,000.

Vice Mayor Espino added that there is funding available from the Citizens Independent Transportation Trust (CITT) fund.

Councilman Best appreciated the presentation from Calvin, Giordano & Associates, Inc. He knows that there was some contention expressed during other board meetings in terms of moving forward. There is a concern of the residents as to the charge of the consultants versus the input from the advisory boards, the recommendations and what will move forward based on the available funding.

Councilman Best noted that during the selection process of the consultants he asked each firm how successful they would be in reaching the private sector and causing developers to come forward and wanting to invest in new projects. There was mention during the presentation of the Pilot House and outside of that, it seems that the crux is to fund the renovation and it was his thought that this would be the main focus of the consultant's work in terms of attracting businesses.

Councilman Best said that N. W. 36<sup>th</sup> Street is landlocked from the street to the sidewalk and the building with approximately five-feet. He has not heard any discussion regarding a proposal to make the entrances to the buildings from Oakwood that would require a change in the Code. He does not see any major companies wanting to invest their funds if there is no access to the property.

Mr. Sala responded that regardless of the approach, the frontage on 36<sup>th</sup> Street is a marketing tool and it would be difficult or impossible to make new curb cuts for the approaches. It is important to market the building and he is not concerned about access from N. W. 36<sup>th</sup> Street. The Pilot House fronts 36<sup>th</sup> Street and the owner was able to market that building and there will be a demand to fix up the facades to market the buildings.

In regard to the budget, Mr. Sala stated that they would do everything possible to bring in the investors. He said that it is important to study the definition of what is happening in the public space and what is happening in a private space. There is more leverage in the public space to acquire funding for the benefit of the public. In the private sector, the funding might be more difficult although there are vehicles like the CDBG funds that have an economic development portion. There might be opportunities and they would go back to the Beacon Council to see what they have set aside, but it falls upon the General Fund budget to get the program going.

City Manager Ronald K. Gorland stated that the Finance Director checked the numbers and out of \$290,000 there is \$135,000 remaining.

Mr. Cartaya referred to the Pilot House tenant who did a thorough study of N. W. 36<sup>th</sup> Street and found it is unique to all of Miami-Dade County due to the Miami International Airport across the street.

Councilman Best clarified that his suggestion was for Calvin, Giordano to take more of a charge in terms of marketing 36<sup>th</sup> Street to the private sector.

Mayor Garcia commented that he met with the owner of the Pilot House and when he mentioned Calvin, Giordano & Associates he said that they would call them and they formed a relationship. He said that potential investors want to see an effort on the City's part as far as signage and facades are concerned.

Vice Mayor Espino stated that there must be cooperation between the public and private sectors, but the conditions have been the same in Miami Springs for decades and potential investors must know that there is good faith in revitalization. He is amenable to the entire recommendation that he would like to test on Curtiss Parkway. He would also like to see consolidation of the church signage. It might be a test, but it would be a great way to get community tie-in on commercial revitalization as a whole.

Vice Mayor Espino added that the Golf District is yet to be finalized and Westward Drive is another issue. The design is a great way to start as long as it is understood that it can carry out throughout the City like in Delray Beach for the different districts. He knows that Virginia Gardens is amenable to discussing a shared gateway project.

Vice Mayor Espino said that he wants revitalization and would like to know what it would cost. There was talk about pledging CITT funds as collateral for a parking garage. He asked if it is possible to pledge the funds as a whole for qualifying projects. Community Development Block Grant (CDBG) funds are applicable on the business side.

Vice Mayor Espino commented that some buildings on Westward Drive bought into the façade program in the past, invested a significant amount of funds and were penalized because the money that ultimately came in was returned. He wants to make sure that if the property owners buy-in, that the City is committed to the program.

Councilwoman Ator stated that she would have preferred to receive a copy of the presentation with the agenda packet and it is helpful for the citizens to be able to watch it on the webcast. She agrees that many business owners invested in the façade program and in other areas some businesses have not been successful with matching grant programs. The programs that have been the most successful were those with a 90-10% match.

Councilwoman Ator did not feel that it is the best idea to begin with Curtiss Parkway because there are other places in the City that need attention. The City managed to acquire lighting for the bike path and it does not make sense to replace the lighting. She would rather continue down Westward Drive with a continuation of the bike path.

Councilwoman Ator commented that as the Liaison to the Architectural Review Board she was present when they worked long and hard on the signage. She said that the Board members are architects and well qualified and they had reasons for their recommendations that should not be overlooked. She personally likes a single sign instead of the pickets and she feels that the consultants could have better engaged the Architectural Review Board and the citizens of Miami Springs during the process by explaining the issues.

Councilwoman Ator stated that some board members feel very strongly about their recommendations and they could have been a buy-in on the part of the Architectural Review Board if there was not so much dismissal of the work that they did. She would like the consultants to take a closer look at their work and provide an explanation as to why they do not agree with their ideas.

Councilwoman Ator referred to the lighting proposal, explaining that she cannot see the relationship between the Pueblo design and the lanterns. She feels that the design is too much and too busy.

Mr. Sala stated that the pole will be painted a color to mimic wood that is represented in the Pueblo style of the wood accents. The curvature is an accent that was added for movement and the rock blends in with the Pueblo style used by Glenn Curtiss. He added that the lantern serves two purposes with the internal glow creating an ambiance and the lantern could be a logo that is known throughout Miami Springs. All the elements tie into the early elements in the City and have been used to represent the West and Pueblo styles.

Mr. Cartaya added that the fixtures bring back the feel of gas lights that were used in the past during the early West. The base has the same material as all the other lights and is an important feature that brings continuity to the lighting.

City Manager Gorland commented that he asked the City Planner to get some ideas and quotes for painting murals on City Hall and façade treatments. The improvements would provide an opportunity to show leadership in the community.

Mr. Sala added that they would look at other alternatives for test locations if they were instructed to do so. He explained that the intent was only to replace a few bollards or directional signs on Curtiss Parkway and sometimes they are not as impressive in remote areas away from the core of the City. He understands that some of the outlying areas might require additional infrastructure.

Vice Mayor Espino said that Council had not agreed to construct a path down Westward Drive and that idea is premature at this point.

Councilman Lob asked to address funding. He said that he has learned from the construction of the Community Center that there must be a vision and commitment for the funding and once a plan was in place more funding came in. By having a plan it will show others that there is a commitment and they will assist with the funding. He noted that the Architectural Review Board had considered Curtiss Parkway, South Royal Poinciana Boulevard and Westward Drive.

Councilman Lob commented that in regard to the differences in the two sign proposals, Council had not made a decision and there was no vision for the City when the initial concept from the Architectural Review Board was approved. He explained that ideas for N. W. 36<sup>th</sup> Street were presented subsequent to the initial design. He would like the Architectural Review Board to look at the other style that might be better suited for the City.

Councilman Lob said that everyone has to work together in order to have a single vision and part of that is the vision for Westward Drive as far as aesthetics is concerned. He stated that the signage presented by Calvin, Giordano goes well with the design for 36<sup>th</sup> Street and this should be a consideration.

Councilman Lob likes the rendition that was presented for Westward Drive and would like the community to have the opportunity to see the vision by placing the slideshow on the City's website. He said that signage will fall into play once a decision is made on the look and feel for the vision. He agreed with the consultants that Curtiss Parkway would be a good area to start because it is a heavily used thoroughfare that is used by residents and other people who use it to pass through the City.

Mayor Garcia stated that an agenda item is necessary for a Regular meeting in order for Council to give direction for moving forward. He said that he is very impressed with the work of the consultants and appreciates the work of the Architectural Review Board and the Revitalization and Redevelopment Ad-Hoc Committee. He hopes that no one took offense to the ideas presented by the consultants. He added that he likes the combination of Streamline Moderne and the Pueblo/Mission styles for the different areas of the City.

Mayor Garcia commented that the City must show that they are willing to buy-in to the idea by improving City Hall and once the business owners see this they may want to improve their buildings. He likes the signage presented by the consultants and would like to implement this idea on Curtiss Parkway. He would also like to adapt the signage to N. W. 36<sup>th</sup> Street so that people will know that they are in Miami Springs.

Mayor Garcia stated that he attended a grand opening ceremony for Centurion Cargo across from the airport in Miami Springs and the business owner did thorough research to invest funds in the property and some of the hardest working people at the business are Miami Springs' residents. The creation of new jobs is also an asset in addition to the property tax values. He suggested a display of renderings in the lobby at City Hall so that people can see the direction the City is moving in.

Mr. Sala informed Council that as they plan for the upcoming meeting their direction will be very helpful and the consensus on each level so that everyone moves forward on the same page and Staff understands how to proceed. At some point he would like to meet with the Administration to look at the budget numbers and what can actually be put into place and at what location. There should be a realistic timeline and discussions with the City Attorney about bringing the contractors on board.

Mr. Sala added that Phase I would be an investment and if the plans work out they would move forward on a larger scale.

Mayor Garcia explained that there is no rush to move ahead, but there have been many ideas, studies and visions presented in the past and there had not been any results. He would like to show the residents that something is coming about from the investment and studies.

City Attorney Seiden requested that Calvin, Giordano & Associates, Inc. prepare a proposal that outlines the necessary authorizations based on certain activities that would be submitted as part of the agenda package for the next meeting.

Vice Mayor Espino agreed with the Mayor that he would like to move forward and at least three of the Council members have said that they like the design. He would like a vision for Westward Drive with the understanding that City Hall will have a Pueblo theme. He feels that Streamline Moderne fits well with the aviation theme on N. W. 36<sup>th</sup> Street and the Pueblo theme is a softer design for Westward Drive.

Councilman Lob was of the opinion that renderings should be displayed for a few weeks in order to give the people a chance to see the proposal. He likes what was presented since it is based on the City's history and it is a great way to show the vision of Glenn Curtiss. He is in favor of progress, but would like to allow time in order to receive citizen input.

Councilwoman Ator feels that the information should be available on the website for the community to be able to comment. She likes the Pueblo rendering of the City Hall and agrees that improvements to the building are needed. She specifically addressed her concern about the signage.

Councilwoman Ator stated that in regard to the Pilot House, they originally sought a variance to get around the new district boundary regulations and they would not have reached this point if the new regulations were not put into place. She would also like to see the codes amendments for the Abraham Tract and the Airport Golf District.

Vice Mayor Espino said that the Airport Golf District will be a very interesting dynamic and will require a lot of vision planning different from Westward Drive, but it would have components that are tied together. He does not want to lose focus on the other areas and Council can move forward as long as there is a consensus.

Councilwoman Ator stated that Council asked to move forward with the Abraham Tract and the Airport Golf District nine months ago and they are not finalized.

Mr. Sala responded that they are prepared to address the two districts and would be happy to make a presentation once an item is placed on an agenda.

Mayor Garcia knows that there is an urgency to complete the Abraham Tract and Airport Golf District, and at the same time it is important to move in various directions. He said that the Pilot House will set an example for N. W. 36<sup>th</sup> Street, and there are three different areas including Curtiss Parkway and Westward Drive. He likes the idea of beginning with Phase I for Curtiss Parkway.

Councilman Best commented that he likes the broad brush approach and commented that the element of specificity is very important in terms of doing a little at a time. He likes the experimental aspect of beginning on Curtiss Parkway and will not rule out the positive aspect of continuing to attract businesses along 36<sup>th</sup> Street. He would not want to broad brush to the point that nothing gets done and would like specificity in terms of starting in some small way.

Mayor Garcia assured Councilman Best that there are businesses that want to come into the area on N. W. 36<sup>th</sup> Street that heard about the movement from the Beacon Council.

Councilman Best added that Council must also consider the funding aspect moving forward.

Mr. Sala stated that they would present a request for approval in bullet form that could be approved in the form of a motion.

Mayor Garcia reiterated his request to place the presentation on the City website.

Mr. Sala explained that he would submit a disk with the presentation for placement on the website and they will also provide a handout.

Councilwoman Ator stated that anything that goes into the agenda packet must have an associated cost before Council gives approval.

Mr. Sala explained that once they have consensus on the various items they would come back with a work order and the associated cost.

City Attorney Seiden clarified that there is consensus to place an item on the agenda for Monday, January 23<sup>rd</sup> and the information will be provided for placement on the website. Whatever approvals that Calvin, Giordano feels that they need will be in their document and Council will review them and approve whatever they feel is appropriate. If conditional approval is needed based on a final number Council can do that too. There are many options; the point is to bring it before Council in order to make an appropriate decision.

In closing, Mr. Sala said that he would address Councilwoman Ator's last item regarding the sensitivity of the Architectural Review Board and the sign package. He asked Council to understand that their company was hired to put together another alternative and they moved forward with something new. They are not in a position to critique someone else's work.

Councilwoman Ator explained that when Council voted to move forward with the signage they talked about how the Architectural Review Board had spent so much time doing the work and they wanted Calvin, Giordano to look at it because it was already decided upon. As the Liaison to the Architectural Review Board, she would imagine that they are disappointed in the fact that their idea was not incorporated into the design. She understands some of the reasoning and that the consultants may not have liked it. She is trying to stand up for the Architectural Review Board who was completely dismissed in the whole process.

Mayor Garcia did not feel that the Architectural Review Board was dismissed in the process. They made their proposal and at the end of the day the recommendation is considered by Council and if Calvin, Giordano was not given the direction to include it then it is not their job to do so. The purpose of the advisory boards and committees is to advise Council so that they can decide what direction to go in. He appreciates the hard work of the Architectural Review Board and it helped him decide how to move forward. In concept, he liked their ideas until he saw different examples.

Councilwoman Ator respectfully disagreed with the Mayor because the consultants were asked to incorporate the work of the Architectural Review Board.

Vice Mayor Espino clarified that Council did not give direction to incorporate the work of the Architectural Review Board. Council approved the work in concept in order to see how it would flush out; there are elements that did carry through and he recalls that there were issues with the size of the lettering. He agrees with the Mayor in that Calvin, Giordano should not be held to the committees' recommendations because that is taking the control away from Council.

Councilman Best commented that when the process first began he foretold what would happen by getting involved with additional committees and the professionals that were hired to advise Council. He said that architecture is an art and it may be seen differently by various people. The aspects relative to the concept of the Architectural Review Board seem to be on the page and it does not seem that their opinions were dismissed. He likes the work of Calvin, Giordano and is appreciative of their ideas.

*(Mayor Garcia called for a five-minute recess)*

#### **4. Discussion Regarding Changes to the Miami Springs Election**

Councilman Best stated that changes to the election process would involve a charter amendment that would affect the job that Council does for years to come. Since he is serving his last term, he felt that it was appropriate to bring up the subject and it could have been contentious for the other four Council members who might be facing an election.

Councilman Best said that he would make a recommendation for an item to be presented to the residents in a referendum. There is one term that sums up his proposal and that is continuity. The most important role of the elected officials is the representation of the people. Each one represents a different block of residents and some blend together, but it involves the entire City, not just their individual supporters. While some projects may go on for five or ten years, Council is facing a change every two years in mass and with this turnover it is difficult to get things done. He has talked to numerous residents who also believe this.

Councilman Best felt that a two-year term is not prudent for the position of Mayor or Council. He thanked the City Clerk for the information she presented to Council in the agenda packet and referred to Exhibit C regarding piggy-backing with the County elections in November. For a newly elected official it takes six to twelve months to learn how to govern, six months to actually govern and six more months to run for re-election. He said that the residents deserve to see a project carried out to completion through the democratic process.

Councilman Best proposed staggered terms so that the entire Council does not run for election at the same time. There might not be an entire turnover every election, but he recalls that 3/5<sup>th</sup> of the Council was replaced two or three terms ago. He would like Council to expand the representation of the people in the City relative to large projects. The Community Center construction was a process that took a better part of eight or ten years to complete with the work of two Councils. The signage, way-finding, façade enhancements will be a drawn out project and two-year terms will not make it possible.

Councilman Best suggested staggering the elections so that the Mayor runs one year; Group 1 and Group 3 might run the next year, followed by Group 2 and Group 4 the next year. He would like the process to be fair for everyone based on their remaining terms and changing the election from April to November. He explained that the term limit could be four three-year terms or three four-year terms. This would increase the term limit four years over what Council is entitled to now.

Councilman Best noted that there are some cities that do not have term limits, which he is not proposing, and there are a few that have twelve-year term limits, while the majority have eight-year limits. He said that when Council is approaching an election they look at issues in a different light, although they might say that they are governing in the usual manner, but they are all politicians. He reiterated that they could better serve the residents by increasing the term limits.

Tying the City's election with the County's election is less expensive versus a stand-alone election, according to Councilman Best. The information provided by the City Clerk shows that it would cost \$8,000 instead of \$28,000 per election. Even with staggered terms and tying with the County it would still save funds and keep the democratic process in place.

Councilman Best felt that it is not fair for Council's constituents to have to change elected officials every two years and it is not fair to the City's future. He is offering this proposal for serious consideration and discussion with the understanding that he does not have to face reelection.

Mayor Garcia asked if there was a consensus that amending the process should be a consideration.

Councilwoman Ator commented that many residents had told her that they would like the terms to be longer. She is not opposed to the idea of putting the question on the ballot for a vote of the people because there is a lot of support for it in the community.

Councilman Lob expressed his support for placing the question on the ballot for longer terms.

Vice Mayor Espino stated that through the Florida League of Cities he had asked other elected officials throughout the state about their type of government and there are many variations. He never thought about the term length, but feels that staggered terms are absolutely necessary. He also recalled that 3/5<sup>th</sup> of the Council had changed in the past, and the entire Council could be subject to change every two years. In dealing with strategic planning and long-term project development two-year terms is no way to govern or run a City. He is willing to discuss three or four year terms.

Vice Mayor Espino noted that Mayor Garcia had served as Councilman in the past and he chose not to run again for family reasons, but if he had not done this he would have been capped at the number of years he could serve as Mayor. He understands a term limit for Council, but the role of Mayor is different and a number of residents have said that it is not fair to penalize someone by making them sit out for two years. This is a decision that the community can make.

Vice Mayor Espino commented that some communities, including Virginia Gardens and Homestead run at large and they can earn longer terms based on the number of votes that they receive. The Vice Mayor seat does not mean much in Miami Springs because it is basically a hat that is passed on every six months. He said that Homestead creates the Vice Mayor position as a separate position on the ballot and a person runs for a Council seat and the Vice Mayor seat, but it has happened that someone was elected as Vice Mayor, but not the Council.

Vice Mayor Espino suggested considering different terms for the Mayor and Council and providing an incentive for the Vice Mayor position. He also agrees with everything that Councilman Best had proposed.

Councilman Best recognizes that the group set-up is simply a division of government and the seat does not represent a certain area in the City, which people like. He would like the group process to remain the same and for the Mayor's seat to be separate and to stay at large.

City Attorney Jan K. Seiden said there is one issue and that is that it allows competitive opinions. He advised Council that they should not be concerned about the staggered terms because once it is determined it will all fall into place.

Councilwoman Ator said that her initial reaction is that not having seats would be too much change and she is not opposed to a structure that is at-large with the top vote getter receiving a longer term. She asked to consider staggered four-year terms with elections every two years and the Mayor would also run every two years. The residents would have a bit of security in knowing that they can vote to make a change for two of the Council seats every four years and the Mayor every two years.

Mayor Garcia commented that the form of government must also be considered when studying other municipalities. He is not proposing a change in the form of government and neither is Councilman Best.

Councilman Lob is in favor of staggered terms based on issues he has seen in other cities when an entire Council changed and it was a burden on the Staff and the operations of the City. He said that it takes time for a newly elected official to learn the process and although some people might want a drastic change, it could be a detriment.

Councilman Lob would agree with a four-year term because it allows time for Council to accomplish more and it is enough time to see projects come to fruition. The term limits are up for discussion based on two or three terms. His understanding of term limits is that it allows fresh ideas for the betterment of the City, although it might be different for the Mayor's seat because if the person is doing a good job for the community he or she should continue.

Mayor Garcia asked for input on changing the election date.

Vice Mayor Espino responded that he had not finalized his thought process about the election date, although it is known that the City can save money by placing the election on another election. There is a certain advantage for all the attention to be focused on the City's election and issues. The County, State and Federal elections have become increasingly contentious and time consuming. These elections are so polarized that the City's issues would be swallowed up by other issues.

Councilman Best thought a lot about the issue and cannot remember the last time that everyone was swept in because one person wins.

Vice Mayor Espino commented that the City's elected officials are non-partisan so it would not be an issue. He is not concerned that the opinions of other elected officials will create a slate. His concern is related to the City's issues like revitalization and annexation that will be drowned out compared to all news outlets addressing issues at the state or federal level. The City's elected officials do not have the public relation or marketing tools available to reach the community on a consistent basis, nor will people care as much. He would favor a separate election even if it means spending more money.

Vice Mayor Espino stated that another issue that cannot be quantified is that there would be a larger voter turn-out by moving the election to another date because the City turn-out is normally 30% compared to 70% for Presidential elections.

Councilwoman Ator supports moving the election to November even though she understands the concerns of Vice Mayor Espino. She favors a larger voter turn-out and she has always said that if the City had staggered terms that the election should be moved to November, although she has not received any feedback on this proposal. She reserves the right to change her mind if she gets a dozen telephone calls tomorrow.

City Attorney Jan K. Seiden said that aside from presidential and local elections he has not seen signs posted in Miami Springs. He does not feel that the City will lose the focus on local issues in such a close-knit community.

Vice Mayor Espino commented that when a local elected official is running for office during the same time as a Presidential election they would be subject to questions from the public as to who they are supporting for President. He would agree if the City were to change the election date that it would have to be during a year when there is no Presidential election because it adds a partisan dimension to a local non-partisan race. The possibility of going with a County election would be an alternative.

Councilman Best agreed with the City Attorney that in a close-knit community people will be aware of the local issues when there is an election.

Councilman Lob said that as far as the City's issues are concerned he does not think it would be a problem in keeping up with the local issues during a Presidential election, although he does see a problem with people asking local officials who they are supporting for president, which is something to consider.

Mayor Garcia said that municipalities that recently moved their elections to November have already had problems with the partisan politics. He mentioned that when he was on Council during his first term a proposal was made to move the election to November based on petition signatures and when it was presented to Council the people changed their minds.

Councilman Best recalled that he also opposed the proposal and now after looking at the numbers over the years there is no question in his mind that it makes sense. He added that the election expenses had increased since that time.

Mayor Garcia said that from his experience as a Council member and now as Mayor he strongly recommends taking a term off because he came back looking at the job with different eyes. Some proposals that he presented in the past he would not propose now. He feels that staggered terms is a good idea and suggested two four-year terms with a term limit of eight years for Council, with an opportunity to run for Mayor.

Mayor Garcia noted that former Councilman Wheeler was elected for three terms totaling six years before he was elected as Mayor and the charter amendment passed allowing him to run for an additional two years. He suggested a maximum of two four-year terms for Council members and one four-year term for Mayor for a total of twelve years. He clarified that if a person only runs for Mayor, they could only serve a total of eight years

Councilman Best said that the electorate can recall an elected official at any time, but he does not think there should be a differentiation between the Mayor and Council seats. He would be in favor of three four-year staggered terms for both positions.

Vice Mayor Espino commented that Mayor Garcia is treated differently than when he was a Council member because the Mayor has some ministerial duties that are different than Council's. At the same time, the community sees the Mayor as the figurehead of the City. If the Mayor position was not different than Council, then the position should be Council President.

Vice Mayor Espino stated that if someone serves on Council for eight years and the community wants to make that person Mayor for two additional terms the residents are making a statement. He said that many communities have that distinction. He reiterated that the Mayor and Council seats are different.

Mayor Garcia restated his position in favor of term limits.

Vice Mayor Espino clarified that he is not advocating for having no term limits. He reiterated that the way the community views the Mayor and Council seats is different.

Councilman Best did not feel that the term limits should be different for the Mayor and Council seats.

City Attorney Jan K. Seiden explained that if a Council person accepts an eight-year term limit, at the end of two four-year terms that person could either leave or run for Mayor. If that person is elected Mayor he or she could stay in that seat for two additional four-year terms.

Councilman Lob agreed with the City Attorney's explanation.

Vice Mayor Espino explained that a strong mayor form of government has value in keeping someone in office.

Mayor Garcia said that there still would be elections every two years for Council members. The term limit would be capped at a potential total of 16 years if the Mayor and Council seats are combined. He likes the November elections, although some people like a special day, and he is open to discussion about the date.

Councilman Lob said that changing the election date is something to think about. He feels that there is an advantage to having the election in November because of the budget process and it allows more time for a newly elected official to learn about the finances before making budget decisions.

Mayor Garcia stated that there were many times when Council discussed the budget and there were only a few people in the audience. When someone runs for office they should attend the Council meetings or watch them at home in order to learn how to balance a budget. It is unfortunate that the electorate does not take the time to ask the candidates the right questions in regard to budget issues.

Mayor Garcia reiterated his proposal for two four-year staggered terms for Council that would be separate from the term limits for Mayor so the potential total cap is 16 years.

Councilman Lob clarified that someone would have to be elected to the Mayor's seat in order to go beyond the eight-year term limit for Council.

City Attorney Seiden said that Council members would have a limit of eight years and at the end of two four-year terms they either leave Council or they run for Mayor.

Mayor Garcia commented that once someone completes two terms as Mayor they must sit out for two years.

City Attorney Seiden explained that a first term Council member that decides to run for Mayor would be limited to twelve years.

Councilman Best asked to consider a situation where someone serves on Council for eight years who does not want to run for Mayor and they are prohibited from running for a third term. Instead of limiting Council to eight years, they should be able to serve for twelve years.

Mayor Garcia commented that the third term would interfere with the opportunity for staggered terms.

Councilwoman Ator stated that any change must be approved by a vote of the people before it goes into effect and the term limits should not be so long or else people will think it is a power grab.

Mayor Garcia said that the perception of the residents will be that this is a power grab and this is why the public must be educated about the benefits. He would agree to keep it simple and consider the main objectives because people do not like change. He feels that staggered terms are very important, as well as the term length.

Mayor Garcia clarified that terms for all seats should be four years with staggered Council seats. The first time there would be an election for the Mayor and Council groups one and two and the next time around there would be an election for seats three and four. He suggested that the Vice Mayor could run for a specific seat.

The City Attorney explained the process for beginning staggered terms would require a decision and if the election is changed to November those people with the shorter straws will benefit because they will be able to serve two years and additional time from April to November. Since Councilman Best is leaving office, his seat would be perfect for a two-year term. The remaining Council members would have to decide what would be the criteria for determining which other seat receives the lower term during the first round.

Mayor Garcia stated that there should be incentives for turn-out purposes. There would be a high turnout when the Mayor's seat is up for election.

Vice Mayor Espino noted that the City of Homestead has a Vice Mayor election every two years even though they have staggered terms and districts.

Discussion ensued regarding a possible seat for Vice Mayor.

City Attorney Seiden explained that after the first election staggered terms would fall into place.

Councilman Best commented that based on his analysis of piggy-backing the election, he projects a savings of 50% per election.

Councilwoman Ator stated that the discussion had drifted away from the real issues in regard to the positions of Mayor and Vice Mayor. She supports having the Mayor run every two years with two of the Council seats.

Vice Mayor Espino asked to consider if the Mayor will have four-year terms and if so, it must be decided what group he runs with and when. If the Mayor has a shorter term he or she would run every two years.

Councilman Lob stated that the Mayor should not have to run every two years.

Mayor Garcia clarified that the change of the election date would be a separate question on the ballot. He asked if there was a consensus to put this question to a vote.

Discussion ensued regarding the proposed wording for various ballot questions.

City Attorney Seiden clarified that Council is working within the framework of an established Charter. To make the change valid, the Charter must be amended and that is what has to go on the ballot. Some questions like staggered terms are not included in the Charter and that will have to be incorporated somehow. The language for the ballot questions is the work that he will have to prepare.

City Attorney Seiden advised Council that there are four or five topics and they should take time to look at the Charter before the items are placed on an agenda for consideration. The items would be election date, staggered terms, change of terms from two to four-years, different terms for the mayor as opposed to council, and creating an incentive to run for vice mayor.

Councilwoman Ator referred to Charter Section 3.06 (4) regarding the terms of office for Council members noting the various sections that would need to be amended.

City Attorney Seiden added that there are times when people in the electorate do not understand the impact of saying no to one question and that is part of the educational process of selling the entire package.

City Attorney Seiden explained that based on the discussion it seems that Council must determine whether the Mayor will retain a two-year term, or go to a four-year term; there seems to be consensus on the remaining issues.

At the City Attorney's suggestion, Council **agreed** to do some investigation and schedule an agenda item for the first meeting in February.

City Attorney Seiden explained that Councilwoman Ator has asked the City Clerk to provide copies from the Charter and if there are any questions Council should give him a call.

Councilman Lob stated that if one Council person requests information he would like it to be provided to everyone.

Councilman Best expressed his appreciation to Council for allowing him the opportunity to have this discussion.

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**5. Adjourn**

There being no further business to be discussed the meeting was adjourned at 10:18 p.m.

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Zavier M. Garcia  
Mayor

**ATTEST:**

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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.



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 23, 2012, at 7:00 p.m.

### **1. Call to Order/Roll Call**

The meeting was called to order at 7:04 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  
Comptroller Alicia E. González  
City Planner James H. Holland  
Recreation Director Omar L. Luna  
Elderly Services Director Karen Rosson  
City Clerk Magalí Valls

### **2. Invocation:** Mayor Garcia offered the invocation.

**Salute to the Flag:** Students from Springview Elementary led the audience in the Pledge of Allegiance to the Flag.

Mayor Garcia presented baseball caps to the students who participated.

*Agenda Item 3A was discussed after Agenda Item 3C.*

### **3. Awards & Presentations:**

#### **3A) 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**

Finance Director William Alonso informed Council that Néstor Caballero from Alberni Caballero & Company will present the results of another clean audit.

Néstor Caballero referred to the Comprehensive Annual Financial Report (C.A.F.R.) for Fiscal Year ending September 30, 2011, which had been distributed last week. He stated that the City is still financially strong and that it has a clean, unqualified opinion of the annual audited financial statements and last year's C.A.F.R. received an award for presentation from the Government Finance Officers Association (GFOA) and he expects to receive the same award for 2011.

Mr. Caballero explained that he would briefly review the financial statements and some of the major changes. Total assets of the City are \$37.5MM, which is a decrease from \$39MM in the prior year. He recommended that Council read the management discussion analysis on pages three through nineteen. He pointed out the graph on page eighteen showing the unreserved fund balance and the variation from a negative in 2002 to a high in 2009, and a slight decrease in 2010 and 2011 due to budgeting reserves to balance the budget.

Mr. Caballero reiterated that the decrease in total assets is due to use of cash and restricted cash to cover this year's operations and for the completion of capital projects. Total liabilities also decreased from \$9.1MM to \$8.3MM due to pay-offs of payables and principal payments. The net assets went from \$29.9MM to \$29.2MM.

Mr. Caballero noted that the unrestricted net assets total \$3MM for governmental activities and \$1MM for business-type activities. The business-type activities are the sanitation and stormwater enterprise funds and both had surpluses. The governmental activities had a decrease of unrestricted net assets by approximately \$1.5MM due to using cash to cover the budgeted use of reserves and the completion of the Curtiss Mansion and capital projects.

There are two sets of financial statements, which are the government-wide and governmental funds for business activities, according to Mr. Caballero. Governmental activities realized a loss of \$842,000 for the year and the business-type activities had a gain of \$133,000.

Mr. Caballero explained that the Governmental Fund financial statements are shown on page 22. The General Fund reflects the main operations of the City. In prior years, the Golf Course operations were in a separate fund and this year it was combined into the General Fund, along with the Hurricane Fund. Total assets in the General Fund decreased and the unreserved fund balance totals \$3.6MM, which is a decrease of \$600,000.

Restricted funds include Road and Transportation, Law Enforcement Trust Fund (LETF) and Capital Projects, according to Mr. Caballero. The Statement of Revenues and Changes in Fund Balance is shown on page 24 and it is difficult to compare this year to last year due to the inclusion of the Golf operations in the General Fund. There are increases in total revenues and expenses for the Golf operations; there was a loss of \$894,000 before transfers in and out in the General Fund and a net change loss of \$1.3MM for the year.

Mr. Caballero explained that out of the total \$1.5MM loss, \$600,000 affected the unreserved fund balance and the other amount was already in the assigned and restricted funds for use. A policy was set last year to keep the undesignated and unreserved fund balance at 25% of next year's operating budget, which is a conservative percentage and even with the decrease, it is still above the 25% level.

Mr. Caballero noted that the Sanitation and Stormwater Funds had increases in unrestricted net assets and the totals remain consistent with the prior year; there was a large increase in cash due to collections of receivables. He explained that transferring the sanitation fees to the tax bill through the Property Appraiser's office has helped with the collections.

Mr. Caballero added that the Sanitation Fund realized a surplus and even though the Stormwater Fund has an operating loss of \$94,000, there is \$142,000 in depreciation that is a non-cash item, which means that the fund is generating positive cash flow from operations.

Mr. Caballero referred to the Summary of Significant Accounting Policies on page 35, noting that there are commitments and restrictions on the fund balances for the next year. The General Fund includes a hurricane contingency of \$500,000, \$260,000 for pool improvements and \$180,000 for the elderly services building. When these expenses come in, they will not affect the unreserved fund balance.

The funding ratios on the employee pension plans are shown on page 47 and the General Employees' plan is funded at a 97.4% ratio, while the Police and Fire is at 96%, which is fantastic, according to Mr. Caballero.

Mr. Caballero explained that Other Post-Employment Benefits other than Pensions (OPEB) is a new requirement that is shown on page 51. The unfunded amount is \$1.4MM, which is the intrinsic value of promises made to retirees as far as being able to participate in the City's health insurance. He is not aware of any cities that have chosen to fund this at this time.

The budget versus actual report shown on pages 53 and 54 indicates that certain departments were over budget by small amounts and overall the General Fund came in under budget, according to Mr. Caballero. The statistical section provides ten years of data that can be used as a comparison.

Mr. Caballero stated that the Auditors' Report on Government Auditing Standards does not include any findings to report and the Management Letter required by the Auditor General does not report any deteriorating financial conditions for the City. The Federal Single Audit was required because the City spent more than \$500,000 of federal funds and this audit does not include any findings.

Mr. Caballero said that the Finance Department and the City did an excellent job and Miami Springs is one of the few cities that provide quarterly financial statements. He added that it is good to be able to present the report in January because it normally takes until March for other cities.

To answer the Mayor's question, Mr. Caballero responded that his firm had conducted the City's audit for eight years. He said that the firm has grown since that time and the City's financial condition had also improved from a deteriorating financial condition with a negative unreserved fund balance. He tracks the fund balance every year and it was heading in the wrong direction the last two years because of the recession.

Mr. Caballero added that funding from the Federal Government will continue to decrease in the future and the State funding depends on the economy and tourism. There has been talk about eliminating the local business tax and funding will continue to decrease, although property taxes are starting to stabilize.

City Manager Ronald K. Gorland thanked Mr. Caballero for doing a very thorough and detailed job. He added that the City was in a serious position eight years ago when Finance Director William Alonso was hired and he has been an incredible steward of the City's finances even during the couple of years when he was working with another City. He said that William Alonso deserves a great deal of thanks for what he has done and the direction he has provided.

Mr. Caballero complimented Mr. Alonso for turning the City around. He added that if the City had been in a deteriorating financial condition before the recession hit and property values dropped, the City could have been part of the County now.

### **3B) Officer of the Month Award – December 2011 – Detective Robert Barrios**

Chief of Police Peter G. Baan presented the Officer of the Month Award for December 2011 to Detective Robert Barrios.

Chief Baan said that Officer Barrios came to the employment of the City fourteen years ago from Milam's Market. He began as a patrolman, became a motorman and now he is doing a great job as a Detective.

Lieutenant Steve Carlisle read the nomination letter, explaining that Detective Barrios was instrumental in apprehending the subject that perpetrated a robbery and obtaining a confession and he recovered \$8,000 in currency and \$13,500 in jewelry.

Detective Barrios thanked the City for the opportunity to prove himself on the job. He also thanked his supervisor for the nomination and said that it is a pleasure to work for him as a Detective. He introduced his family who was present.

### **3C) Certificate of Sincere Appreciation to James R. Borgmann**

Mayor Garcia presented a Certificate of Sincere Appreciation to former City Manager James R. Borgmann. He said that it is an honor to give an award to someone who has been a true public servant to the City of Miami Springs. He recently learned more about Jim Borgmann at a reception for him at the Woman's Club and there is not a single organization in town that he has not touched and affected in a positive way.

Mayor Garcia said that Jim's many years of service to the City are appreciated. The residents and the City Council thank him from the bottom of their hearts for his dedicated service to the community with over seventeen years as a city employee, eight years as a Councilman and the longest serving Miami Springs City Manager from November 24, 2003, until January 2, 2012.

Former City Manager Jim Borgmann thanked his wife Karen and his daughter Storie who was born when he was serving on Council. He also thanked former City Manager Frank Spence who was present in the audience who gave him the opportunity to become the Assistant City Manager seventeen years ago.

Mr. Borgmann said that the City employees are the main key asset of city government and no dollar value can be placed upon them. He thanked the Mayor and Council for many years of support.

### **4. Open Forum:**

#### **User Fees**

Nery Owens of 332 Payne Drive heard a proposal at the last Council meeting for monitoring the park restrooms for a cost of \$70,000 that would be presented again on this agenda for less money. She suggested that Miami Springs should begin charging for the tables and the pavilions at all the parks, similar to other neighboring cities, in order to help fund the restroom monitoring. She distributed flyers from the City of Doral. She added that the City should have a user fee for the Circle of \$3,000 for Police, Public Works and electricity. She asked Council to consider the residents first and to consider implementing user fees.

### **5. Approval of Council Minutes:**

#### **5A) 01-09-2012 – Regular Meeting**

Minutes of the January 9, 2012 Regular Meeting were approved as written.

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

**6. Reports from Boards & Commissions:**

**6A) 01-10-2012 – Recreation Commission – Cancellation Notice**

Cancellation Notice of the January 10, 2012 Recreation Commission meeting was received for information without comment.

**7. Public Hearings:**

None.

**8. Consent Agenda:**

**8A) 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**

City Manager Ronald K. Gorland read the title of the award.

There was no discussion regarding this item.

**Councilwoman Ator moved the item. Vice Mayor Espino 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) Request for Additional Donation from the Miami Springs Historical Museum (MSHM)**

City Manager Ronald K. Gorland read a memorandum from Finance Director William Alonso explaining that during the Fiscal Year 2011-12 budget process, Council approved a \$1,000 per month donation to the Miami Springs Historical Museum (MSHM) for the months of October, November and December 2011. Council further directed that MSHM provide a financial statement and fundraising plan before the end of the first quarter of FY 2011-12 so that a decision could be made on any future donations.

City Manager Gorland noted that the information was provided by MSHM to fulfill Council's request and representatives from MSHM are present at the meeting in order to address Council and respond to any questions or concerns.

Mr. Gorland also read the letter received from the Historical Museum requesting that Council continue the City's donation of \$1,000 per month for the next nine months. The letter explained that MSHM explored new avenues to increase visitors to the Museum, including rack cards that were placed at five locations within the Miami International Airport and future plans to advertise on-line and on the Historical Society's website. The letter also outlined details of other revenue producing events and fund raising prospects.

Councilwoman Ator commented that MSHM submitted a financial report for 2011. When the budget was prepared 1-1/2 years ago, Council advised the Historical Society that they needed to step up and provide their own funding sources and when they approached Council last summer they committed to do that. She feels that they have fulfilled the request and knows that they have been working to do this. She would have liked to have seen a budget going forward based on what income they plan for the year and she is happy to see that their balance is \$3,300.

Councilwoman Ator reiterated that the Historical Society had done what they were asked to do and Council can only ask them going forward to try to reduce the amount that the City is contributing.

Vice Mayor Espino agreed with Councilwoman Ator that he would have liked to see a budget going forward. The City assists many organizations, but there are none that are solely reliant on the City for their continued existence. Council took a position last year that the Historical Society should get some bearings on how to become more sustainable. He appreciates the 2011 report and their upcoming plans, but he cannot tell where they are going because the 2012 outlook is not clear.

Councilman Best noted that in the Historical Society's letter from Mr. Snook there was mention of discussions with Curtiss Mansion, Inc. (CMI) that he is grateful to see. He would like to see more commingling between the two organizations moving forward in terms of the City's history and what could develop at the Curtiss Mansion site. He concurred with the previous statements made that there is nothing to show the numbers forthcoming.

Councilman Lob was under the impression that Council would receive a budget going forward. He said that it seems like the Historical Society is attempting to raise the funds and he knows that fewer grants are available, but it is getting harder for the City to allocate funds for organizations. He would like more ideas for fundraising.

Mayor Garcia stated that the budget presented is identified as Year End Report 2011. He asked if the report was through December 2011, because he noticed that it includes \$17,400 income from Miami Springs.

Yvonne Shonberger, Director of the Miami Springs Historical Society, affirmed that the report is through the end of December and the \$17,400 includes the rent subsidy from the City for October, November and December 2011.

Mayor Garcia explained that the Historical Society is asking for \$9,000 for the remainder of this budget year.

Ms. Shonberger clarified that the amount requested by the Historical Society was reduced from \$1,600 to \$1,000 per month. She said that the artifacts, history and documents that the Historical Society has belong to all the people of Miami Springs. She asked to consider what would happen if they can no longer house the museum and if the City was prepared to take it over. She added that there are many valuable items in the museum.

Mayor Garcia made it clear that he was in favor of funding the museum this year and he wants the Historical Society to understand that the goal is to eventually phase out the funding. He knows that groups or organizations have offered to store the artifacts and CMI had offered to place historical items on display in the Curtiss Mansion.

To answer the Mayor's question, Vice Mayor Espino said that an inventory audit was to be conducted of the museum contents in order to determine what could be a part of the Curtiss Mansion collection and what items the South Florida History Museum would be willing to store. He added that this conversation took place three or four months ago and he does not know where the proposal stands now.

Mayor Garcia commented that the Historical Museum has a static display and there had not been an increase in paying customers to help make it self-sustaining. He knows that people are interested and perhaps there is a lack of marketing. He agrees that some financial support is needed from the City and how much and for how long must be determined. He sees that the various events are bringing in dollars and for that reason he will support funding this year.

Tom Snook, President of the Miami Springs Historical Society, stated that they have approximately \$10,000 in the coffers and they actually own the Museum. He explained that the Historical Society was originally created to save the Curtiss Mansion and they are happy that it has been restored.

Mr. Snook said that he is a consultant with the Broward Center and has a lot of contacts. He spoke with Jo Ellen Phillips about holding a Gala event that could bring in donors from the New World Symphony and the Broward Center in order to set up more exposure for CMI and benefit the Museum. He formerly worked for the New World Symphony and wrote two grants and they were very successful, and he feels good about getting new grants approved.

Mr. Snook assured Council that their intention is to decrease the funding requirement from the City. He is asking for Council to continue funding at this time.

Mayor Garcia clarified that funding was reduced to \$1,000 from \$1,600 per month. Council agreed to budget \$1,000 per month and funds for the first quarter were allocated. The Society is simply asking for the remainder of the funds for this fiscal year.

Councilman Best mentioned that this is an unusual circumstance in terms of historical archives for a City as old as Miami Springs and the fact that a private function has come forward on behalf of the City for maintaining the artifacts. He would hope that some day the Historical Society and CMI could merge in some fashion. He thanked the Historical Society for maintaining the historical archives.

Ms. Shonberger spoke with Jo Ellen Phillips about the idea of moving the log cabin (“The Hunting Lodge”) to the Curtiss Mansion grounds and the logistics in completing this task and the communication between the City and the Historical Society seems very complicated.

Councilman Best commented that moving the log cabin is another matter. He mentioned that it is good to know that Mr. Snook has contacts with the Broward Center and the New World Symphony relative to fundraising pertaining to the fine arts. Most cities already have historical departments that are totally funded and he thanked the Miami Springs Historical Society for preserving the City’s artifacts.

Councilwoman Ator said that Ms. Shonberger had contacted her about restaurant cards and asked if there were any leftover from the City’s birthday celebration.

City Manager Gorland said that the City did not have any cards leftover.

Ms. Shonberger clarified that the restaurant cards would be given to the Miami International Airport Neighborhood Relations Board. She has been trying to get the cards from the Chamber of Commerce and they are working on a new list. She added that Metro bus 42A runs from the airport to the Circle every half hour and a list of the restaurants could be marketed to people at the airport who would take the bus to Miami Springs.

Mayor Garcia commented that Ms. Shonberger presented a great marketing idea and he does not want to get off track with the agenda item. He agreed to give her any leftover restaurant cards.

Councilman Lob said that everyone is in agreement to continue the funding. He would like to see a budget for this year going forward and for the City to be advised of upcoming events so that the information can go out to the public.

Mr. Snook invited everyone to attend the Gala on April 29<sup>th</sup> and Ms. Shonberger advised that the Society will be holding a silent auction.

**Councilman Lob moved to continue the funding for the next three months and to look over the budget.**

To answer the Mayor's question, Mr. Snook offered to bring back a budget and marketing plan.

**The motion died for lack of a second.**

**Councilwoman Ator moved to approve funding for the next nine months at \$1,000 per month. Councilman Best seconded the motion.**

Mayor Garcia reiterated his request that a budget be submitted for the first quarter before March with a plan for the future and the projected outreach.

**The motion was carried 5-0 on roll call vote.**

*Agenda Item 9C was discussed after Agenda Item 9F.*

**9C) Strategic Planning Report by Bill Busutil**

Bill Busutil stated that the City Manager sent a Draft Strategic Plan document to Council based on the work that was done over the past two months on a strategic plan for the next five years for the City of Miami Springs. He reviewed the highlights of the plan, how it was developed, the major components and the next steps to finalize the plan.

Mr. Busutil explained that there were three community forums for residents, two community forums for business owners and one forum at the Senior Center. He met individually with the Mayor and each Councilmember, there were three work sessions with Senior Staff and he has had ongoing communication with the City Manager.

Mr. Busutil thanked the Mayor and Council for the quality of their participation, the residents who attended the forums and the Senior Staff who participated in the work sessions. He found a deep sense of caring for the community and the quality of the discourse was very good. The input was outstanding and he saw congruence from the elected officials, Staff, residents, business owners and the senior citizens on ways to move forward.

Mr. Busutil stated that the structure of the plan contains a Mission Statement that describes the overall purpose of the City government and a five-year vision. The overall vision describes where the City will be five-years from now if there is success with all the goals and objectives of the plan.

The plan contains a set of core values that represents the basic values of the community, according to Mr. Busutil. Five strategic areas were defined and the goals, objectives and strategies were developed, including Public Safety, Economic Development, Municipal Service Delivery, Financial Management and Communication.

Mr. Busutil stated that the Mission Statement was synthesized from all sources of input received and it represents the purpose of the City government and what the City should strive to achieve on an everyday basis. The mission is to protect the health, welfare and safety of the residents, property owners, business owners and visitors by delivering quality services at a reasonable cost, in a personalized manner.

Mr. Busutil suggested that Council should review the plan document very closely over the next week and give their input to the City Manager who will be in communication with him. They will tweak the plan as it moves forward based on the input and the revised draft would come back to Council. Once a final draft is approved, it could be placed on the City's website for a four-week period for the public to give their input before it comes back to Council for final adoption.

The five-year vision describes where the City should be five years from now and it should be a source of inspiration for the elected officials and professional Staff; it should foster action in a positive way toward achieving all the goals and objectives of the plan according to Mr. Busutil. It reads as follows:

*"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"*

Mr. Busutil explained that within the five strategic areas there are a set of goals that represent the outcomes to achieve to be successful in that area, a set of measurable objectives, strategies/initiatives and key performance indicators. The objectives describe what needs to be accomplished in order to achieve the goals, the strategies/initiatives describe how to achieve the objectives and the key performance indicators will be tracked on an on-going basis to determine whether or not success is achieved in reaching the goals.

Mr. Busutil reviewed the highlights of each strategic area on overhead slides beginning with Public Safety. The goal is to enhance public safety and security and some objectives are to reduce traffic accidents by 15% by October 2015 and to reduce overall crime rates by 10% by 2015. Some sample strategies are to deploy a proactive crime prevention and detection team and to install and implement red light cameras. One of the key performance indicators is the number of police reports filed involving crimes.

Mr. Busutil continued with the review of the area of Economic Development, explaining that there was a very strong consensus from all components of the community to diversify the tax base and to encourage commercial development in targeted areas. The goal is to strengthen and diversify the tax base and one of the sample objectives is to increase the current 20% ratio of commercial tax revenue to 25% by October 2016.

Mr. Busutil explained that some sample strategies for Economic Development include the establishment of development guidelines that encourage business investment and to work closely with the Beacon Council, Miami International Airport and the Port of Miami to facilitate business investments within the City. Key performance indicators include the commercial tax base as it appears on the annual tax roll and the number of business licenses.

In the area of Municipal Service Delivery, Mr. Busutil said that one of the goals is to maintain the high standards of municipal services that support the ambiance of the neighborhoods. A sample objective is to continue to receive the annual Tree City U.S.A. and Growth awards and a sample strategy would be to obtain public input to determine general maintenance priorities of city-owned properties. A key performance indicator would be nominal based on whether or not the City receives the annual Tree City U.S.A. and Growth awards.

A goal in the area of Financial Management would be to guard the public trust with consistent, sound financial management practices, according to Mr. Busutil. One objective would be to maintain the City's reserves at 25% of budgeted expenditures and one strategy would be to strictly adhere to all Government Finance Officer Association (G.F.O.A.) guidelines for financial and budget presentations. A key performance indicator would be the ratio of reserves to budgeted expenditures.

Mr. Busutil explained that there is a strong desire to improve the ability to communicate with residents and the goal is to continue to improve communication; an objective is to achieve a minimum 90% customer satisfaction score on the City's ability to communicate effectively. Strategies/Initiatives include implementation of an annual resident satisfaction survey and to conduct two community forums per year. The community forums would focus on the status of achieving the objectives of the plan and to get resident input on how to better achieve them. A key performance indicator would include the results of an annual resident satisfaction survey.

Mr. Busutil stated that the plan is believed to be very manageable and Staff included the strategies they felt are worthy of pursuing and they can be adjusted on an annual basis or every six months based on the economy or funding constraints.

Mr. Busutil reiterated that the next step is to closely review the document and to give all input to the City Manager. He explained that if there are conflicting sources of input they can be brought back as discussion items before moving forward. Once the plan is adjusted, it can be placed on the website with a mechanism for people to view the plan and to contact the City with their input that will be brought up for discussion as well. Once the plan is in final form Council can adopt it and move forward.

Mr. Busutil thanked everyone and said that it was a pleasure to be involved in the strategic planning process.

Councilman Best thanked Bill Busutil for his presentation of the plan. He explained that he was judgmental about the process initially and now he sees some markers. Council now has all the information and the statistics can be monitored moving ahead. He noted that communication is one area that trumps the others and there are several media outlets available for the City's use, but consistently residents ask him about major events that take place. He would like to shed more light on the communication problem and how to get information out to everyone.

Mr. Busutil replied that if the community forums are tied to positive accountability regarding the plan, a dialogue can be started and the residents might tune-in more to some of the events that happen in between.

Vice Mayor Espino said that he saw Mr. Busutil in action and it is not easy to marshal everything together, especially the diverse opinions. He feels that the Consultant did an excellent job of creating the skeleton and he will be getting back with the City Manager in regard to some objectives and strategies. He added that he would like to tie some of the other plans the City has into this plan such as recreation and economic development. He would also like to tie the plan into the budget.

Councilwoman Ator thanked Mr. Busutil for his work. She said that she attended all the meetings except when she was out of town. She added that some of the forums were held twice due to the weather and they went well. She will take time to review the plan and get back with the City Manager.

Councilman Lob thanked Mr. Busutil for his time and effort. Some residents were skeptical of the meetings and he is hoping that those who attended will see that their comments made a difference and the next time a forum is held more people will show up. It is very important for the citizens to take part in the process because it is a way for them to give their vision of where the City should be. He would like to continue the process and the strategic planning meetings.

Mayor Garcia also thanked Mr. Busutil for a great job. He said that it was a wise decision to hire Bill and he thanked the former City Manager for recommending his services. The plan will be the official document to show what the residents of Miami Springs want and it solidifies the movement forward. The Mayor stressed the importance of notifying people by mail as one means of communication.

*Agenda Item 9D was discussed after Agenda Item 10B.*

**9D) 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**

City Manager Ronald K. Gorland read the title of the award.

Mr. Gorland stated that this is an attempt to restore the open playground at Stafford Park within the area that was fenced in to protect the turf. There were some complaints from residents that there was no play area after the fence was installed and the Mayor asked the Administration to look into the problem.

City Manager Gorland explained that the new design is a lateral fence that cuts off one section at the south end of the facility from the outfield to East Drive that can be opened for general play and the other area is still protected.

Men are playing soccer on the other side of the area; the sod is torn up and it is a dangerous situation so there are plans to install picnic benches to interfere with that kind of play, according to City Manager Gorland.

Recreation Director Luna agreed that many complaints were received from residents who want to use the park for unsupervised activities and he has tried opening the park on Sundays from 10:00 a.m. to 4:00 p.m. to allow use of the open field. He explained that closing the field has made a big difference in the maintenance of the field and it looks great. This allows more league play rather than pick-up play.

Mr. Luna stated that the new fencing will allow an area to be open to the public after school in the afternoon and it would still keep the integrity of the main field. The 12-foot access gate will allow repair trucks to have access to the field.

Mayor Garcia added that replacing the sod in the small play area is much less expensive than having to replace the entire field.

Councilwoman Ator was concerned about continuing to invest funds in Stafford Park because the City does not have control over the property and it could be taken back. She wants to make sure that this is taken into consideration when considering upgrades for Stafford Park. There had been some complaints about the heat and possibly adding more trees. She would encourage Staff to think about a tree program where residents can buy a tree or plant a memory tree similar to the brick program.

**Vice Mayor Espino moved to approve the expenditure for the extension of the fence. Councilman Lob seconded the item which was carried 5-0 on roll call vote.**

Vice Mayor Espino noted that the concrete barrier on the southwest corner of the tot-lot abuts to the jogging path. He is concerned that it could be a liability and asked Staff to look into the problem to see if something can be done.

City Manager Gorland commented that a yellow border could be done quickly and then Staff will see what else can be done.

Recreation Director Luna explained that before the playground is opened it must be inspected by Florida League of Cities Risk Management and they will advise what can be done. He knows that there are other obstacles that are too close to the jogging track.

Councilman Best reiterated the fact that the City does not own the Stafford Park property and this should be kept in mind. The area is also subject to major flooding.

Councilman Lob agreed with Mr. Luna that the fence had helped with the field maintenance issues and the fencing will help to save money.

#### **9E) Recreation Facilities Restroom Analysis**

Mayor Garcia asked Recreation Director Omar Luna if he had considered charging for the rental of the park pavilions as suggested by Ms. Owens during Open Forum.

Recreation Director Omar Luna responded that he was under the impression that the City could not rent the pavilions because they were donated to the City by an organization.

City Manager Gorland commented that the Tot-lot cannot be rented and Ms. Owens was speaking about the pavilions. The prevailing direction from Council in the past is that the pavilions were for the use of everyone on a first come or first serve basis. The Field House is rented for isolated parties and there is a rental fee for that purpose. He said that the policy can be reviewed and on occasions some people claim the pavilion and tables early in the morning for parties later during the day. The City has never charged for the pavilions or the canopies, but Staff will look at the possibility if Council gives direction.

Mayor Garcia requested an analysis of the pros and cons of instituting user fees for different scenarios. He said that the City does not own Stafford Park, but there are permanent structures like the concession building and the playground. He understands that the School Board is not planning use of the property and it will be a few years before they reconsider the lease. He suggested that a pavilion could be built at Stafford or the tiki huts are inexpensive to build and they could be rented in order to see what the return is.

To answer Councilwoman Ator's question, City Manager Gorland confirmed that the ball field and dog park at Peavy/Dove is property that belongs to the County Water and Sewer Department.

Recreation Director Luna explained that he revised his cost analysis and his recommendation is to open the restrooms on the weekend from 11:00 a.m. to 5:00 p.m. at Prince Field and Stafford Park, while the Peavy/Dove park restrooms would remain closed. There could be one Staff member assigned to duties for both parks and the employee would supervise the restrooms to make sure they are clean and maintained for the six-hour period by checking them every twenty to thirty minutes.

Recreation Director Luna estimated that the total cost for the remaining thirty-six weeks in the fiscal year would be \$4,222.80, based on one employee at \$8.50 per hour. If Council wants to assign an employee to each individual park the cost would double to \$8,445.60, fully burdened.

Recreation Director Luna stated that there are three holidays remaining in the year and he is recommending that the restrooms be open from 9:00 a.m. to 5:00 p.m. at both parks for a total cost of \$234.60. This estimate is based on the assignment of one Staff member to both parks.

In regard to weekdays, Mr. Luna met with Staff and they determined that Prince Field could be eliminated from the cost analysis due to the fact that the Senior Center is open at that time in the afternoon and they could use that facility. If the restrooms are open they can be monitored easily.

Recreation Director Luna stated that with the new playground at Stafford Park he felt it would be a good idea to have the restrooms open in the afternoon from 3:30 to 5:30 p.m. with one staff member assigned. The total cost is \$6,120 for the remaining 36 weeks in the fiscal year or \$7,038.00 fully burdened. The cost would double to \$14,076.00 if Council decides to monitor both Prince and Stafford Park.

The total cost for the remaining 36 weeks of the fiscal year fully burdened would be \$11,495.40 to cover the restrooms on the weekdays from 3:30 to 5:30 p.m. at Stafford Park, and the weekends and remaining holidays at both Prince and Stafford Park, according to Mr. Luna.

Councilwoman Ator stated that she is pleased with the revised proposal and would suggest shifting the timing when the time changes in March because the biggest use time could be outside of the identified times. She would hope that Staff would be willing to adjust the time based on the need and work within the proposed budget. She added that during the summer when it rains in the afternoon people might come out later and she hopes there could be some flexibility with the time.

Recreation Director Luna explained that Daylight Savings Time begins March 11<sup>th</sup> and runs through November, or thirty weeks in this fiscal year. Based on his analysis of an additional three hours or six hours total per weekend, the cost difference is approximately \$1,700.00. The holidays would be an additional \$87.00 and the weekdays would be \$1,000. The field at Stafford is closed for twelve weeks for maintenance, and the playground could be kept open to 7:30 p.m. The total difference is approximately \$2,900.

To answer Councilwoman Ator's question, Mr. Luna agreed that the hours could be adjusted during the summertime.

Mayor Garcia commented that the hours for the assigned Staff member should be flexible based on the weather.

Recreation Director Luna clarified that Staff is hired during the summer and they can help. He assured the Mayor that he would manage the hours.

Councilman Lob stated that there had been many requests for opening the restrooms and there is an associated cost that the residents are aware of and if at some point they do not like it they should let Council know.

Councilman Best complimented Mr. Luna for his diplomatic skills and his revised analysis. He asked if the recommendation is based on contingent Staff or additional hiring.

Recreation Director Luna responded that his proposal is based on current Staff.

City Manager Gorland added that part-time and temporary employees are restricted to a certain amount of hours. He said that they would try to give the hours to existing Staff, but they might have to add additional Staff based on what happens.

Recreation Director Luna explained that he would work with existing Staff to see how it flows and if they determine that additional Staff is needed they will make a proposal for next year's budget. His part-time Staff stays busy and he tries to limit their hours to 25-hours per week.

Councilman Best said that the total program, considering Daylight Savings time would be \$14,500 to keep the parks open until 8:00 p.m.

Councilwoman Ator clarified that Mr. Luna said that he does not need additional funds.

Councilman Lob agreed with Councilwoman Ator that Mr. Luna is going to work within the proposed budget and he would come back to Council if he does need additional funding above \$11,495.40.

**Councilwoman Ator moved to approve the recommendation of the Recreation Department to expend funds for opening the bathrooms for the full amount of \$11,495.40. Councilman Lob seconded the motion, which carried unanimously on roll call vote.**

*Agenda Item 9F was considered after Agenda Item 9B.*

**9F) 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**

City Manager Ronald K. Gorland read the title of the award.

Mr. Gorland stated that on November 28, 2011, Council approved an award to Wrangler Construction for improvements to the Senior Center facility and construction of a new ADA ramp, awning, driveway and drop-off. Some site condition problems became evident during the demolition and construction phases that required certain changes to be made.

Council approval is sought for Change Order # 1 – additional four-inch concrete sidewalk and new ADA detachable warning surface; Change Order # 2 – additional one-inch asphalt surface and lime rock base; Change Order # 3 was cancelled; Change Order # 4 – demolition of existing exterior wall and replacement with concrete blocks; Change Order # 5 – engineering cost for railing calculations. The total cost is \$3,215.81 and funding is available in the Elderly Services budget.

**Councilman Lob moved the item. Councilwoman Ator seconded the item.**

Mayor Garcia referred to Change Order # 4 indicating that the portions of the existing wall were constructed with sheets of deteriorating plywood covered with stucco. He commented that the former Field House was converted to the Senior Center and there were unexpected findings during the improvements to the building. He added that this was only one section of the building and it could happen again if there are future improvements.

**The motion was carried 5-0 on roll call vote.**

**10. New Business:**

*Agenda Item 10A was discussed after Agenda Item 9E.*

**10A) 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**

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

City Attorney Seiden stated that paragraph two provides all the information on the budget change that is also verified in Exhibit "A" that is attached to the resolution.

**Councilwoman Ator moved to adopt Resolution 2012-3536. Councilman Best seconded the item which was carried 5-0 on roll call vote.**

*Agenda Item 10B was discussed after Agenda Item 9C.*

**10B) Workshop Recommendations Regarding Calvin, Giordano & Associates' Presentation**

City Manager Ronald K. Gorland read a memorandum from Richard D. Sala and Loraine Tappen of Calvin, Giordano & Associates, Inc. regarding further direction on Work Order # 2 Commercial Revitalization Aesthetic Theme Program implementation that was presented at the City Council Workshop Meeting of January 18, 2012.

*“Calvin, Giordano & Associates (CGA) presented the Commercial Revitalization and Aesthetic Theme Program to the Revitalization and Redevelopment Ad-Hoc Committee and the Architectural Review Board on December 7, 2011, and to the City Council on January 18, 2012. The presentation reviewed the business façade, wayfinding and signage, and street and pedestrian scale lighting programs. The presentation included information on the development of the City’s motif and theme based upon the City’s history and architectural features and specific design themes for implementation.*

*In order to complete Work Order # 2, according to the City Council’s need and desires CGA is requesting action on the following items related to the Commercial Revitalization Aesthetic Theme Program implementation.*

*Business Façade Program*

- *Approval of design elevations and motif for business façade program for N. W. 36<sup>th</sup> Street and Downtown Miami Springs*
- *Direct CGA to prepare an application process and return to the City Council for approval.*
- *Direct City Staff to work with CGA on budgeting and funding of program and bring back to City Council for approval.*

*Wayfinding and Signage Program*

- *Adopt Wayfinding and Signage identity, branding and thematic interpretation as presented at Workshop.*
- *Adopt recommended CGA pilot area for installation of wayfinding on Curtiss Parkway including intersections between Morningside Drive and Deer Run as budget allows.*
- *Direct staff to work with CGA on budgeting and proper hiring of contractors for implementation.*

### *Street and Pedestrian Scale Lighting*

- *Adopt proposed lighting design package as presented at workshop.*
- *Adopt recommended CGA pilot area for installation of wayfinding on Curtiss Parkway including intersections between Morningside Drive and Deer Run as budget allows.*
- *Direct staff to work with CGA on budgeting and proper hiring of contractors for implementation.*

*Direction on these items will allow CGA and City Staff to continue implementation at revitalization strategies that will ultimately impact economic development and quality of life for Miami Springs' residents and business owners. Please let us know if there are any questions about the proposed Aesthetic Theme program.*

Mayor Garcia commented that Council held a Workshop meeting last week and since they could not vote on any items they asked that the item be placed on this agenda. He would like to look at the wayfinding and signage program, as well as the street and pedestrian scale lighting, followed by the Business Façade Program.

Mayor Garcia suggested starting with the way finding and signage program.

Councilwoman Ator asked if the three sections would be separated for consideration.

Mayor Garcia responded that he wanted to separate the three sections.

Councilman Lob would like to keep in mind that there must be a vision for Westward Drive and 36<sup>th</sup> Street before Council agrees on the street signage design.

Vice Mayor Espino said that the sections could be broken down for purposes of discussion. In terms of working towards a goal, the wayfinding and signage program was coupled very closely with the lighting element. Council can work on things simultaneously in terms of result and they will likely get quicker results for some of the items on page two since there is complete control. The façade program will take a private/public partnership to some degree.

Vice Mayor Espino stated that the conversation at the Workshop meeting was very good and he liked the fact that Council was presented a family of proposals in order to have a cohesive look for the various areas. The discussion was about sampling the signs and lighting in an area with high visibility at Curtiss and Deer Run and Morningside and Curtiss across from Fair Havens. He would agree with everything and this is direction to go further until CGA comes to a point where they need funding or budgetary considerations. He does not see anything out of line that was discussed at the Workshop.

Councilwoman Ator stated that she made it clear at the Workshop Meeting that she was distressed that the consultants did not take into account the Architectural Review Board's suggestions that Council adopted. As a result, she was challenged by Council that it was not true. She went back and looked at the minutes provided by the City Clerk and as usual, the minutes are not that clear, and she had the opportunity to watch the actual meeting of October 25<sup>th</sup> in regard to Work Order # 2. She said that in watching the webcast it was clearer than the minutes were.

Councilwoman Ator said that when the work orders were presented, Mayor Bain took issue with the cost of Work Order # 2 because from his perspective, there was no reason to reinvent the wheel. The Architectural Review Board did the work and Council expected the consultants to use what had been molded into the Architectural Review Board's vision and expand on that.

Councilwoman Ator explained that Work Order # 2 was revised and it came back on November 8, 2010, and she did not have the opportunity to watch that meeting because for some reason it was not on the webcast.

Councilwoman Ator stated that she cannot vote for the wayfinding and signage because the instructions were not followed. She probably could support the façade program and there should be more respect for what the boards do.

Councilman Lob asked Councilwoman Ator if she felt that the original signage design presented to Council would fit in with the style of the façade that Council is considering.

Councilwoman Ator commented that the first design was not perfect, but the architects serving on the Architectural Review Board seriously considered the fact that they were not looking to create something so specialized that it could never be produced in mass. She believes that the Architectural Review Board, as citizens and architects, incorporated some elements that make the signs more economical. She is not saying that they were perfect or that there are some elements from Calvin Giordano that cannot be used. If someone is given the instruction to look at the Architectural Review Board's design and to apply it, they should follow the instructions.

Councilwoman Ator stated that there are some elements of the design that she understands why they were changed. The pickets look too busy and multiple things on one side might be better, but she cannot understand throwing the entire recommendation out without having some explanation of why it does not work. She was told that the consultants are not going to provide the explanation.

Councilwoman Ator commented that she is going back to the Architectural Review Board and she will tell them that there is no information as to what was wrong with their proposal and the consultants felt that they did not have to provide an explanation, but Council voted for it anyway. She will tell them that she voted against it because there is no explanation and they should have provided one.

Councilman Best understands that there are architects on the boards and that they provide a valuable piece in formulating decisions, but Council hired a company to say how the City should move forward. He commented that the presentation from Calvin Giordano with the various renderings caught his attention, and with all fairness to the board, they do not have the resources available to be able to advise Council how to proceed.

Councilman Best stated that obviously the proposal from the consultants is not cheap. He added that architects do not always agree and they have their own ideas. Calvin Giordano is being paid good money to offer their opinions and he would like to at least see a vote for beginning on Curtiss Parkway so that the citizens can look at it. If Council elects not to do that then they are wasting money with both the board and Calvin Giordano.

Mayor Garcia read the three bullet points under the Wayfinding and Signage Program:

- Adopt Wayfinding and Signage identity, branding and thematic interpretation as presented at workshop.
- Adopt recommended CGA pilot area for installation of wayfinding on Curtiss Parkway including intersections between Morningside Drive and Deer Run as budget allows.
- Direct staff to work with CGA on Budgeting and proper hiring of contractors for implementation.

The Mayor clarified that there is no cost associated with the previous three bullet points; CGA is being asked to consider the pricing and do the work to find out how much it will cost. He asked for a motion on the Wayfinding and Signage Program.

Councilwoman Ator asked about the proper hiring of contractors for implementation. She wants to make sure that there would be multiple requests.

City Manager Gorland confirmed that the hiring of contractors would involve the regular procurement practices and the policies and procedures of the City would be followed every inch of the way.

Vice Mayor Espino **moved** to direct Calvin, Giordano to perform the tasks specified in the Wayfinding and Signage Program Program portion. He added that he would like to do all six at one time.

City Attorney Jan K. Seiden interjected and said that the reason Calvin, Giordano did this in this manner is because they were asked to lay out the work they are going to do. The first bullet point is to adopt the Wayfinding and Signage identity. He asked Council if they were going to adopt their recommendation. He said that the three bullet points are tied together and the Wayfinding and Signage Program and Street and Pedestrian Scale Lighting all go together; those six are virtually the same thing. He would agree that Council is not in a position to approve the first one.

City Attorney Seiden suggested that when making a motion if Council wants to take it to the next step, which is for CGA to get together with Staff to price it out in order to see if Council approves it going forward, from a price standpoint, then Council should approve all six together including the street and pedestrian scale lighting.

Vice Mayor Espino agreed with the City Attorney.

Mayor Garcia read the bullet points under Street and Pedestrian Scale Lighting:

- Adopt proposed lighting design package as presented at workshop.
- Adopt recommended CGA pilot area for installation of wayfinding on Curtiss Parkway including intersections between Morningside Drive and Deer Run as budget allows.
- Direct staff to work with CGA on budgeting and proper hiring of contractors for implementation.

**Vice Mayor Espino moved to approve furtherance direction of Work Order #2 as with regard to Wayfinding and Signage Program, as well as Street and Pedestrian Scale Lighting with the understanding that at any point in time any budgetary conditions or considerations be brought back to Council for further decision. Councilman Best seconded the motion.**

In discussion, Councilman Lob stated that without a vision or a starting point the City will never acquire funding from any sources, which was seen during the process of building the Community Center. He is in favor of starting the process.

Vice Mayor Espino completely agreed with Councilman Lob. He added that CGA works for the City at Council's direction. The boards and Staff respond to Council and this is the moment to grasp the issue and seize a vision of how to move forward; it is Council's decision to make and it should not be pawned off on another board or entity.

**The motion was carried 4-1 on roll call vote with Councilwoman Ator casting the dissenting vote.**

Mayor Garcia stated that Council would move on to the first item and he would explain his thoughts as to why he wanted to separate the items. The last six bullet points that were approved encompass the vision of what was presented to Council and he feels that there should be more discussion in regard to the façade program. He loves the proposal and he wanted to make sure the other items were approved separately so that the process will begin.

Mayor Garcia continued to read the bullet points under the Business Façade Program:

- Approval of design elevations and motif for business façade program for N. W. 36<sup>th</sup> Street and Downtown Miami Springs.

The Mayor explained that the above was approved in concept before. He liked the presentations and loves the Moderne look and feel for this area and in speaking to potential investors for N. W. 36<sup>th</sup> Street they also like the design and are willing to buy into it. The Pilot House is moving forward, which is wonderful.

City Attorney Jan K. Seiden opined that it was wrong to include 36<sup>th</sup> Street in the Business Façade Program. In his opinion, N. W. 36<sup>th</sup> Street was already adopted by virtue of the adoption of the district boundary regulations. Those regulations were backed up by a presentation that showed the facades and in his opinion N. W. 36<sup>th</sup> Street is finished. In dealing with the façade now, Council is considering Downtown Miami Springs.

To answer Vice Mayor Espino's question, City Attorney Seiden clarified that the Airport Golf area and the Abraham Tract had not been addressed and this should be put aside, dealing with one thing at a time. He added that there was a presentation on N. W. 36<sup>th</sup> Street when the district boundary regulations were considered and it showed specific designs. He recalls at the Workshop that there were very imaginative ways of changing existing buildings into the Pueblo façade and more detail is needed.

The City Attorney recalled that the University of Miami produced a number of different facades that people could choose from and they were standardized so that the program could fit within the financial framework of the program. He feels that more detailed standards for designs are needed before approving something for the business area.

Vice Mayor Espino understood that what CGA presented was illustrative of the kind of façade program that could eventually be adopted. He knows that there are some specifics in regard to design elevations and agrees that the signage is further along than the façade element.

City Attorney Seiden said that Council had some specific designs in terms of the lighting and signage and as far as the Business Façade Program, Council only saw imaginative depictions and there should be specific design specifications if a property owner wants to change the façade. Council does not have enough information and they can ask for it to be brought back in some format before moving forward.

Vice Mayor Espino asked Mr. Sala for clarification as to what he was planning to work toward before moving ahead. He said that it does not seem that CGA would prepare standardized designs without Council's approval in concept. He asked if the next step was to do something along the lines of what the City Attorney is suggesting.

Richard Sala responded that what CGA presented was a sampling of buildings and how the façade program could be applied. They have learned in dealing with façade programs that the design should not be "canned" too much to the individual building because each owner and his architect or in working with the City Staff, they might have their own vision within the actual design.

Mr. Sala explained that the Pilot House is one example and they met with the architect who looked at the moderne design that was approved for 36<sup>th</sup> Street and the architect made an interpretation of what design fit the best with the building; it was reviewed and they worked together. He said that a book showing every façade is not how they plan to move forward and there needs to be individualism. Early on in the process, the former Mayor and others said that they did not want to corner the property owners into one design. If a façade is proposed that does not work with the building they would start working at that level or if it does fit they would work to fine tune the design.

Mr. Sala commented that the University of Miami drawings show that they took the entire line of buildings on Westward Drive and put a façade on them; they did not contact the owners or anything. He emphasized that it is a combination between the owner what the tenant wants to market and the City's input. The Business Façade Program is an application that does not apply to 36<sup>th</sup> Street.

City Attorney Seiden clarified that he only has a problem with the first bullet point under the Business Façade Program because it states "*Approval of design elevations and motif*" . . .

Mr. Sala explained that the design elevations and motif were approved with the overlay of the Pueblo/Mission and Moderne within the 36<sup>th</sup> Street ordinance. What is not included is the Business Façade Program and they must make sure that the program applies to that area.

The City Attorney suggested that the first bullet point should be changed to reflect that the motif and the elevations previously approved for the 36<sup>th</sup> Street District are now becoming applicable for the Business Façade Program for Downtown Miami Springs. He asked if this statement is accurate.

Mr. Sala replied that half of the statement is correct and they introduced many more at the last presentation.

City Attorney Seiden said that in the presentation he saw proposed façade changes for existing buildings. He asked if they are proposing the designs for more than one building. He did not see a motif or an elevation and would like something to look at. He believes in due process and he wants to make sure that someone who comes to the City who wants to use something has illustrations to look at. The Architectural Review Board may ask for information and if this is a design that is supplemental to N. W. 36<sup>th</sup> Street it must be shown.

Vice Mayor Espino explained that what was presented for Westward Drive was the same that CGA presented for N.W. 36<sup>th</sup> Street. They took existing buildings and imposed upon them different variations of two motifs. The same was done for Westward Drive; the angles may be different.

City Attorney Seiden agreed with Vice Mayor Espino, but Mr. Sala said that there is something else and he does not know what that is.

Vice Mayor Espino commented that the façade program itself has not been adopted.

City Attorney Seiden reiterated that he wants to know what CGA is asking for when they say “approval of design elevations and motif.”

Mr. Sala responded that CGA is referring to the slides that were presented and nothing more or less.

City Attorney Seiden asked for clarification if the Streamline Moderne and Pueblo design also applied to Downtown Miami Springs.

Vice Mayor Espino commented that Council must approve the design for Westward Drive.

Mayor Garcia said that there must be discussion about which direction to head in and Council might be prepared to consider the motif layout now.

Councilman Lob stated that Council approved a design for the signage and if the same motif is not followed for Westward Drive or Downtown then it makes no sense.

Councilman Best said that the Pueblo style for the Downtown Business Façade Program makes sense.

City Attorney Seiden clarified that Council must determine if they approve one or both designs.

Councilman Lob would like to approve one theme for Downtown and Westward Drive and it should be the Pueblo style. He said that on N. W. 36<sup>th</sup> Street the Streamline Moderne shows movement and Westward Drive should be more calming.

Councilwoman Ator did not have a problem with both designs if it makes more sense, but one design is fine also. She would ask the City Planner for his opinion about updating the City Code because the design elevations for 36<sup>th</sup> Street were done by revising the Code. She is not sure if the Code is in a place that is sufficient for what Council is considering for Downtown or if that is something that needs another work order.

Mayor Garcia and Vice Mayor Espino suggested making it a condition once Council decides what they want.

City Attorney Seiden added that there might need to be an amendment to the Central Business District (CBD) and Neighborhood Business District (NBD) for those areas where it is applicable. Council might want to make it applicable to the entire CBD and NBD, with the understanding that some areas are remote. He said that there would probably be an amendment, at least by reference, to the sections of the 36<sup>th</sup> Street District that describe the Pueblo look.

City Planner James Holland stated that there would be regulations in the Zoning Code to implement the program. He questions whether it would be advisable to dictate an architectural motif for the Downtown area in the Pueblo style on existing buildings when this is already an issue on 36<sup>th</sup> Street.

The City Planner referred to McDonalds who applied for and was granted sixteen variances from the provisions of the N. W. 36<sup>th</sup> Street district. Had those variances not been granted, they would have abandoned the project and not done any renovations.

City Planner Holland stated that if 36<sup>th</sup> Street is geared toward attracting hotels and the Sheridan or Hilton chain wants to build 500 room hotels, the Code specifies that the design must be either Moderne or Pueblo style without corporate identity. This could discourage development rather than encourage it.

Mayor Garcia explained that in the situation mentioned by the City Planner, the hotels would make their proposals that would have to go through the process and Council would decide whether or not to grant a variance.

City Attorney Seiden said that with all due respect to the City Planner, his comments are a different argument for a different day. The question before Council is related more to a façade situation and if a specific motif is required or encouraged.

City Attorney Seiden added that the City is a built-up community and if someone demolishes a building, that is a different ball game. If McDonalds had been a ground up project there is support for the position that the City should have some identity included. There is a big difference between ground up and renovation. There might be some things that were discovered that require amendments to N. W. 36<sup>th</sup> Street relative to implementation of the Code that will be brought to Council at a later time, but now the discussion is related to Downtown and imposing a particular motif.

Mayor Garcia commented that he was involved in the façade program when it was first presented and it did not happen, but some property owners like Mr. Santana took it upon themselves to improve their buildings.

City Planner Holland referred to the 2001 Dover Kohl study that he feels is still valid. They suggested focusing on the small town charm and not worrying about theme or similarity of structures.

Vice Mayor Espino felt that the problem is depressed property values and depressed rental rates and Council is trying to raise the entire area in order to make it viable. The design specifications will provide the parameters. He said that Miracle Mile is a hodgepodge of different designs and they are still evolving and they have not been able to achieve the success of other redeveloped areas throughout the State.

City Planner Holland stated that he is urging caution and he does not want to force the property owners to do something without having different options.

Councilman Best referred to other cities that used samplings of redevelopment at the desire of the governing bodies and then everything fell into place.

Mayor Garcia stated that he is okay with the Pueblo theme.

City Attorney Seiden suggested that Council could approve bullet points two and three.

Mayor Garcia asked how bullet point one could be amended to include the Pueblo theme.

City Attorney Seiden clarified that bullet point one should read "Approval of design elevations and motif for the Business Façade Program for Pueblo style development in Downtown Miami Springs".

Vice Mayor Espino said that it should include the implementation of the program on 36<sup>th</sup> Street based on the zoning code.

City Attorney Seiden pointed out that 36<sup>th</sup> Street is already in place; this is only related to Downtown.

Vice Mayor Espino explained that the zoning code includes architectural guidelines for 36<sup>th</sup> Street, but there is no façade program. The proviso for bullet point one is that the zoning code for Westward Drive must be established with architectural elements of Pueblo.

City Attorney Seiden added that the motif could be split between Downtown and 36<sup>th</sup> Street.

**Councilman Best moved to approve the Business Façade Program for Downtown and 36<sup>th</sup> Street based on the bullet points mentioned in the presentation to Council by Calvin, Giordano and to provide the recommendation on the financing to go along with it moving forward.**

City Attorney Seiden explained that something more specific is needed.

Councilman Best asked if something more specific is needed relative to the motifs and the Mayor responded "yes".

**Councilman Best moved to approve the business façade program with the understanding that the first bullet point be changed to reflect that the design elevations and motifs for the business façade program for Downtown Miami Springs would be Pueblo style only and that the business façade program for the 36<sup>th</sup> Street District would be for both Pueblo and Streamline Moderne. The motion was carried 5-0 on roll call vote.**

## **11. Other Business:**

### **11A) Presentation of the First Quarter Fiscal Year 2012 Budget Report (Unaudited)**

Finance Director William Alonso stated that usually after the first quarter he is not in a position to provide estimates on what the fund balance will be at year-end. He pointed out that a new report is provided that is called Status of the Designated Fund Balance on page 17 and this report will be provided every quarter.

Mr. Alonso noted that Recreation has a deduction of \$31,101, leaving a balance of \$22,535 and the amendment that was approved this evening will bring the balance down to approximately \$5,000.

Finance Director Alonso mentioned that he does not like to make projections in the first quarter, but there will be a savings of \$116,000 that came about as a result of hiring Ronald Gorland as City Manager because that amount was originally budgeted for a payout in case he was not selected.

Finance Director Alonso noted that Golf Course revenues are up 13%; revenues for the period ending December 31, 2010 were \$224,030 and they are \$253,460 for the period ending December 31, 2011. The Golf Course loss for the first quarter ending December 31, 2010 was \$148,097 and it was reduced to \$88,591 for the period ending December 31, 2011, or a 20% reduction. Golf Director Mike Aldridge reminded him that these results were achieved while the golf course was closed for three full days, as well as eleven half days during that quarter due to inclement weather.

Councilman Best asked if there was an explanation of the savings on the Golf Course and how it came about.

Finance Director Alonso said that Golf Director Aldridge advised him that more people are coming out to play. In addition, maintenance costs went down 8% from \$223,000 to \$205,000, mainly due to the new irrigation system. Pro Shop costs were about the same at \$127,000 and the key is that there was almost \$30,000 more in revenues. Driving Range revenues were up by almost \$6,000 or 30% and rounds were up by almost 10%.

Mayor Garcia was happy to see the increase in revenue. He asked if the play is being tracked to see where the players are coming from or how they heard about the Golf Course.

Finance Director Alonso replied that Golf Director Aldridge tracks the people coming in.

City Manager Gorland commented that Mr. Aldridge does the best he can to track the play, but when the Golf Course is busy in the mornings there is no time. After the fact, he tries to enter the information in the Golf Track system. He added that the e-mail system was attempted and it did not work.

Mayor Garcia informed Mr. Gorland that he has some creative ideas to help the Golf Course and the Recreation Department in order to have people sign-up and submit information.

City Manager Gorland stated that people who come to the Recreation Center are very willing to give their e-mail addresses and it is not the same at the Golf Course.

Mayor Garcia asked if Mr. Aldridge could send him the list of the information that he has so that he can see where the play is coming from. He added that more diverse marketing is being done for the Golf Course that is necessary to generate revenue. The maintenance of the course and the new irrigation system is making the Golf Course beautiful and people are spreading the word and coming back to play.

Councilman Best recalled that during the budget process Council discussed marketing and tracking play at the Golf Course extensively. He asked if the Vermont System that was installed approximately seven years ago was being used for this purpose.

City Manager Gorland commented that the information can only be acquired in writing because the credit card does not come with an e-mail address. He felt that part of the problem is that a lot of people are not local residents.

Councilwoman Ator suggested asking for their name and the city where they live in order to have some idea. It seems that when there are return players they could be identified in the system.

City Manager Gorland replied that the data base program does not work very fast and it has been a problem for many years. He will have Golf Director Aldridge make a presentation so that Council understands what is being done and to entertain new ideas. He spoke to Mr. Aldridge about the possibility of acquiring a marketing expert in golf who can offer suggestions.

City Manager Gorland said that the primary selling point is the condition of the Golf Course and word of mouth will bring in far more golfers than anything else. The treatment of the golfers when they arrive and the condition of the Golf Course is most important and that is what should be considered. He added that there is an internal organization change that will be presented to Staff that will bring more attention to the Golf Course.

Councilwoman Ator commented that there might be some information technology issues involved.

City Manager Gorland noted that there should be a way to track the credit cards. It seems that people who normally play at Doral or Miami Beach are beginning to play in Miami Springs and those are the people that need to come back.

Vice Mayor Espino was also happy to see the positive revenue numbers for the Golf Course. He wanted to review the 8.1% decrease in maintenance and the only discrepancy he sees is a \$20,000 difference in operating supplies. He would like to ask Golf Director Aldridge what is included in operating supplies and how it was possible to save \$20,000 in the first quarter. He commented that either they purchased fewer supplies or maybe the invoices did not come in until the next quarter.

Finance Director Alonso clarified that Operating Supplies includes more than chemicals and fertilizers and there were many parts that were previously purchased for the old irrigation system that were covered under this account. He offered to provide a breakdown of Operating Supplies.

Vice Mayor Espino noticed an increase in building and other permits in the Building Department, and a decrease in plumbing and mechanical permits. He asked if this was caused by a lag and if those permits would eventually catch up with the general permits.

City Manager Gorland explained that a full analysis would be required, but it usually depends on the type of business that is applying for permits. He said that for large development projects there could be a lag that would eventually catch up and the majority of the business is still residential and smaller projects.

Vice Mayor Espino said that the fitness room membership is down compared to the same time period last year. This might be a sign of the difficult economy, but in terms of marketing he wants to make sure this continues to be addressed. He noted that there is an increase in Recreation personnel and operating costs.

Finance Director Alonso responded that personnel increased from \$166,000 to \$172,000 based on additional recreation staff that was approved by Council in a budget amendment. He offered to provide an analysis of the increased operating costs.

Councilman Lob commented that last year was the first year for the Community Center operation and the numbers were revised.

Councilwoman Ator said that the financial statement provides a breakdown for Administration, Pool, Tennis, and Maintenance for the quarter ending December 31, 2011, but they are consolidated together for 2010. She asked if both years could be broken out in order to have a better idea, which should be easy to do, and Mr. Alonso agreed.

Councilwoman Ator stated that the information is helpful, especially in regard to Golf. She thanked Finance Director Alonso for his report.

Mayor Garcia explained that during the budget process Council discussed the projected change in the fund balance and agreed that if there was a savings they might reconsider the longevity pay. He would like to consider the possibility and asked the Administration to come back with some numbers for longevity pay at the next meeting.

Finance Director Alonso advised Council that in order to provide more transparency to government, the City website under the Finance Department now includes a vendor check register. The residents will be able to see the checks that were issued during the month, who they were payable to and for what purpose. There is an e-mail address that residents can respond to if they have any questions or suggestions.

**12. Reports & Recommendations:**

**12A) City Attorney**

None.

**12B) City Manager**

**Baseball Registration**

City Manager Ronald K. Gorland reported that baseball sign-ups are held at Prince Field, Monday through Thursday from 6:00 to 7:30 p.m.

**Daddy/Daughter Date Night**

City Manager Gorland announced that the Daddy/Daughter Date Night will be held on Saturday, February 11<sup>th</sup>.

**Stafford Park Tot-lot**

City Manager Gorland reported that the Stafford Park Tot-lot was originally scheduled to be finished by the end of this week but there is a problem with the artificial turf and now it looks like completion will be in mid-February. A ribbon cutting ceremony will be planned.

**12C) City Council**

**Alexander Markov Concert**

Councilwoman Ator reminded everyone of the Alexander Markov concert at Fairchild Gardens for ED Bucks on Friday, January 27<sup>th</sup>.

**Food Trucks**

Councilwoman Ator reported that a food truck event will take place on Canal Street on Saturday, January 28<sup>th</sup>.

**All Angels Domino Night**

Councilwoman Ator reminded everyone of the All Angels Domino Night on Saturday, January 28<sup>th</sup>.

### **All Angels Silver Ball**

Councilwoman Ator announced that All Angels will be holding their Silver Ball on Saturday, February 4<sup>th</sup> and she would appreciate support this year.

### **All Angels Valentines Service**

Councilwoman Ator reported that on Sunday, February 12<sup>th</sup>, All Angels will hold a Valentines Day couples service when all couples are blessed, followed by a brunch and tea dance.

### **Taste of the Springs**

Councilwoman Ator announced that Taste of the Springs will take place on Sunday, February 12<sup>th</sup>.

### **All Angels Movie Night**

Councilwoman Ator stated that the next All Angels Movie Night is planned for Friday, February 17<sup>th</sup>. The last Movie Night was very successful and she anticipates another success next month.

### **Birthday Celebration**

Councilwoman Ator announced that her husband will celebrate his 40<sup>th</sup> birthday on February 18<sup>th</sup>.

### **Miles for Marli**

Councilman Lob urged everyone to support the Miles for Marli Walk on Saturday, January 28<sup>th</sup>.

### **Poker Tournament**

Councilman Lob announced that the Rotary Club will hold their Poker Tournament on Saturday evening, January 28<sup>th</sup> at the Lions Club.

### **Optimist Club Barbecue**

Vice Mayor Espino congratulated the Optimist Club for their successful 2<sup>nd</sup> Annual Barbecue Blast.

### **Miles for Marli**

Vice Mayor Espino stressed the importance of supporting Miles for Marli on Saturday, January 28<sup>th</sup> at 12:00 noon. The Wolff family is in his thoughts and prayers and there are many who are helping to support them in different ways.

## **Human Trafficking Conference**

Vice Mayor Espino is hosting a Human Trafficking Conference at Florida International University Law School on Friday, January 27<sup>th</sup>. This is a more pervasive problem that many people think since Miami is a gateway to the Americas and people are not aware of forced slavery and prostitution.

## **January 31, 2012 Election**

Vice Mayor Espino reminded everyone to vote on Tuesday, January 31<sup>st</sup>.

## **Miami-Dade County Days**

Vice Mayor Espino announced that Miami-Dade County Days in Tallahassee will take place on February 1-2, 2012.

## **Relay for Life**

Vice Mayor Espino reported that the Cancer Relay for Life is a little more than one month away in the beginning of March. The teams are fundraising and the season continues far beyond the actual Relay for Life. He urged everyone to be attentive to the fundraising events and to get involved.

## **Council Dialogue**

Councilman Best commented that there was good dialogue at the Council meeting tonight.

## **Pelican Playhouse**

Councilman Best said that it was too soon to comment on the next Pelican Playhouse production, except that someone sitting at the dais has a family member in it who he is finding to be quite the little actor.

## **Miles for Marli**

Mayor Garcia echoed the plea to encourage support of the Miles for Marli event at Stafford Park on Saturday, January 28<sup>th</sup>. He said that it is a very important cause for Marlene Wolff and her family. He stressed the importance of being healthy and waking up every day.

## **Early Voting**

Mayor Garcia reminded everyone that early voting for the January 31<sup>st</sup> election started on Saturday, January 21<sup>st</sup> and it will run through Saturday, January 28<sup>th</sup> from 7:00 a.m. to 7:00 p.m. The early voting locations are listed on the website.

**Council Dialogue**

Mayor Garcia thanked Council for the wonderful dialogue and even though they agree or disagree on issues they all want what is in the best interest of Miami Springs.

**City Manager**

Mayor Garcia complimented City Manager Gorland for doing a great job, especially with communication, which is the key.

**13. Adjourn.**

There being no further business to be discussed the meeting was adjourned at 10:28 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.





**DRAFT**

## ***City of Miami Springs, Florida***

The Board of Parks and Parkways held a regular meeting on Thursday, January 12, 2012 at 7:00 P.M. in the City Hall Council Chambers.

### **1. ROLL CALL/CALL TO ORDER**

Present were:

Eric Richey – Chairman  
Jean Ansbaugh – Vice Chairman  
Board Member Lynne V. Brooks  
Board Member Tammy K. Johnston  
Board Member Irene Priess

Also Present:

Thomas Nash, Operations Superintendent/Arborist  
Councilwoman Jennifer Ator – Liaison to the Board  
Board Secretary Aly Paz

### **2. WELCOME NEW BOARD MEMBER**

Chair Eric Richey welcomed new Board Member Lynne Brooks to the Board of Parks and Parkways and introduced her to the other board members. He explained that the board is charged with the protection of the tree canopy for the City of Miami Springs and to ensure all work that needs to be done to parks and parkways is done properly. The board also listens to the citizens of Miami Springs and brings any of their concerns to the board meeting. He informed her that the board is an advisory board only.

### **3. APPROVAL OF THE MINUTES**

The minutes of the May 12, 2011 regular meeting were approved as written.

**The motion to approve was offered by Board Member Irene Priess, seconded by Vice Chair Jean Ansbaugh and it was unanimously carried on voice vote.**

#### 4. OLD BUSINESS

None discussed due to request from City Council. See New Business below.

#### 5. NEW BUSINESS

##### **A. Ficus Plantings – Code of Ordinance Section 150-013, Residential Plantings, Fences and Walls**

Chair Richey opened discussion on the information received from the City Clerk on a request from the City Council at their regular meeting of December 12, 2011 regarding Ficus Plantings – Code of Ordinance Section 150-013, Residential Plantings, Fences and Walls.

Chair Richey stated that the information received can be boiled down to: if an owner of a property that has an existing ficus hedge can replace sections of the hedge that has died with new ficus plants. He expressed that the Council is looking for the Board's input on whether this should be allowed.

Chair Richey has provided his thoughts to the board members and City Arborist Tom Nash via email. A copy was presented to Councilwoman Jennifer Ator.

Chair Richey stated that Councilwoman Jennifer Ator, the Board liaison is present and can help with any questions since she attended the December 12, 2011 Council meeting and other meetings regarding this particular hedge mentioned in the packet received.

Board member Johnston questioned the 25 to 15% and why any replanting should be allowed if the planting of ficus plants and/or trees is prohibited.

Chair Richey explained that City Attorney Jan Seiden has proposed up to 25% of hedge to be replaced and that could be a large area. He felt 25% is too much.

Board member Johnston felt some other type of plant should be planted and not ficus.

Councilwoman Ator addressed the board regarding the 25% stating that it was unclear what exactly that refers to and it would need to be further clarified.

Board member Johnston agreed the proposed ordinance of 25% is too vague and needs to be more specific.

Vice Chair Ansbaugh does not feel the neighbors are being considered in this issue, since any neighbor would be affected with any ficus plantings.

Arborist Tom Nash spoke on the original problems from the early 90's when this became an issue, especially from neighbors having problems with the ficus roots invading their property.

Board member Priess stated that the ficus issue goes back to the early 80's when the City initiated a ficus tree removal plan and she feels that the City should not allow any replanting of any ficus plants at all.

Board member Brooks asked Arborist Nash if the Code Enforcement office keeps any records or notes of ficus planting or replanting.

Arborist Nash stated that he did not feel that any record is kept or followed to see if any replanting has been done.

Board member Brooks stated she is against any replacing of ficus hedges due to their nuisance and that she still has some ficus hedges on her property. She is in the process of removing them as they need replacing and as for the hedge looking too busy with different types of hedges together, she has not found that to be a problem.

Chair Richey asked Board member Priess for her opinion on this issue and how far she would bend to allow the replanting. He stated he did not feel as strongly as the other board members.

Board member Priess stated that she felt residents should not be allowed to replace ficus hedges and all ficus should be eliminated completely.

Chair Richey stated he has the feeling from the information received that the Council was in favor of allowing the replacement of ficus hedges and asked Councilwoman Ator if his feeling is correct.

Councilwoman Ator stated it was originally that way, but the Council deferred the decision until they heard the advice from this board.

Board members agreed the 25% needs to be more specific before they could even consider the ordinance.

Board member Johnston questioned why there was even a discussion on the 25% since ficus trees or plants are not allowed to be planted at all.

Board member Brooks questioned if there was any setback for hedges.

Arborist Nash stated there was no setback on hedges.

Chair Richey recommends that each board member contact their respective council member and explain to the best of their ability their opinion on ficus planting and replanting.

Chair Richey requested Board secretary Ms. Paz to forward his report on ficus plantings to City Attorney Jan Seiden for his input. (Attached)

\*\*\*\*\*

**Chair Richey would like the minutes to reflect that the board spent over an hour on this discussion and came to a decision only after much heartfelt discussion.**

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**Board Member Priess presented a motion that given the potential damaging consequences of ficus benjamina and the fact that the City has in place a policy of eliminating ficus trees and hedges for over 30 years, the Board recommends that the City should adhere to Code of Ordinance Section 150-013 (A) (4) of the City of Miami Springs Code of Ordinances, Land Uses and not allow any planting or replanting of ficus.**

**The motion was seconded by Vice Chair Ansbaugh and was unanimously carried on voice vote.**

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**B. Long Range Goals**

Chair Richey would like all board members to think about what they would like to recommend to Council for a five to ten year plan for the benefit of the City and bring the information to discuss at the next meeting on Thursday, February 9, 2012.

**c. Yard of the Month**

Chair Richey would like the board to consider bringing back the yard of the month. He would like their ideas and to discuss this item at next month's meeting.

**d. Gravel on Curtiss Parkway**

Chair Richey asked Tom Nash about the gravel placed on the parkway area where the Pumpkin Patch had been on Curtiss Parkway. Mr. Nash explained that there had been a significant water break and Miami-Dade Water and Sewer Department had put in the gravel for a quick fix. He will contact them about the proper restoration of the area.

**e. Planting in Front of City Hall**

Chair Richey and Vice Chair Ansbaugh would like the board to be involved with planning on what planting can be done in front of City Hall.

**f. Removal of Hazardous Trees on Curtiss Parkway**

The Board would like Mr. Nash to look into the removal of the Norfolk Island pines and the dead oak tree on Curtiss Parkway. Chair Richey feels they are both hazardous.

Councilwoman Ator addressed the Board to thank them for all their service and stated that she appreciates all that they do. She wished to thank them for evaluating the ficus issue and inquired if they had any questions for her. The Board members did not have any at this time.

6. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:25 p.m.

Respectfully submitted,

\_\_\_\_\_  
Secretary to the Board

Attachment

Approved as \_\_\_\_\_ during meeting of: \_\_\_\_\_

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

\*\*\*\*\*  
***“The comments, discussions, recommendations and proposed actions of City Citizen Advisory Boards do not constitute the policy, position, or prospective action of the City, which may only be established and authorized by an appropriate vote or other action of the City Council”.***  
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## Ficus Hedges

Definition: Hedge: a contiguous placement of [one species of plant]\* plants on or near a property line. The owner of a hedge on the property line of a neighboring residence must maintain the hedge both vertically and horizontally in straight or semi-straight lines not exceeding eight feet in height and [three] feet in width so that the plant does not intrude into the neighboring resident's property, [this includes both branch growth and root structure]. Hedges on the border of city property must be maintained likewise and may not intrude on city vehicle or pedestrian passage, nor may the plants be allowed to damage the sidewalks, street lamps foundations, or other city property.

*Ficus benjamina*, a designated nuisance plant in the city ordinance, requires specific consideration because of its potential damaging qualities. [All plants on neighboring property lines have potential influences on the neighboring resident.] Ficus is a plant that can develop a root growth that can be damaging to structures, sewer systems, foundations, and other properties. Given the potential damage of this plant, it is a special case of species for hedges which, if not maintained, can cause expense to [residents who do not own the hedge]. Therefore, the planting of any ficus hedge on a neighboring property line must be held more stringently to the hedge definition of maintenance. [We don't have a "hedge definition of maintenance" as yet I don't think.]

Plants on property lines, especially hedges, are not strictly on "property lines" in that they grow into neighboring yards. Fences do not. So the plant is essentially the burden of both bordering properties because it can intrude into or grow over the non-owner's yard. The City's responsibility is to protect the rights of both property owners.

No new ficus hedges.

Reduce 25% to 15%. And consider the % as contiguous or mostly contiguous.

\*All [ ] mean that I am not sure of the wording. I trust that Jan can handle this but think we should be as clear as possible.



**DRAFT**



**CITY OF MIAMI SPRINGS, FLORIDA**

The **Miami Springs Education Advisory Board** met at 6:30 p.m., on Tuesday, January 17, 2012 in the City Hall Council Chambers.

The meeting was called to order at 6:29 p.m.

**1) Call to Order/Roll Call**

The following were present: Chair Robert J. Gordon  
Vice Chair Dr. John Salomon  
Libby Manning  
Dr. Mara Zapata

Absent: Golnaz Sami

Also Present: Deputy City Clerk Suzanne Hitaffer

**2) Approval of Minutes: November 16, 2011 Regular Meeting**

**Vice Chair Salomon moved to approve the minutes as amended. Board member Manning seconded the motion, which carried unanimously on voice vote.**

\*\*\*\*\*

Chair Gordon asked Libby Navarro, Director of the Office of Intergovernmental Affairs, Miami-Dade County Public Schools to make a presentation on various legislative items.

Libby Navarro stated that it is a pleasure to be present and she would provide a legislative update on some issues of interest, including the bus tour and information from the Superintendent regarding a campaign for the electronic wiring of all Miami-Dade County schools.

Ms. Navarro explained that through a federal program, the Superintendent is asking the entire community to join him in an aggressive campaign to wire the schools. Every dollar that is donated to the campaign through the School District is matched by the federal government ten times. The goal is to raise \$7MM by the end of January 2012, and those dollars will become \$70MM. Currently \$2.4MM has been raised, and the municipal partners and compact cities are being asked to spread the information (see attached flyer).

Ms. Navarro asked the Board members to urge the City elected officials to become a partner in the campaign and to post the flyer on the City website and at all municipal buildings. She encouraged everyone to go to the Miami-Dade County Public Schools website and donate a dollar that will become \$10.00. She added that wiring all schools is a high priority and it is very important to the students and their future.

Ms. Navarro stated that this is the second week of the legislative process that began on January 9<sup>th</sup>. The Governor released his recommended budget to the legislature, as required by the Florida Constitution, urging them to yield to his recommendations for the upcoming session. It is critical that the community rallies behind his budget because he is recommending an increase of new revenues for education. She said that with the Governor's proposal there would be approximately \$150MM in revenue and since the District is currently facing a \$250MM reduction, this would mean a reduction of \$100MM.

Ms. Navarro advised the Board that on February 1<sup>st</sup> the P.T.A. will have a call-in from 3:00 to 5:00 p.m. and there is a legislative resource tab on the District website with a list of legislators. Every citizen is urged to call their legislator asking them to support the Governor's recommended budget.

Ms. Navarro reported on various bills that were presented to the Senate. She said that currently all the legislative priorities for Miami-Dade County have bill sponsors and the Dade Delegation has been very supportive of the issues.

Ms. Navarro called the Board's attention to bills that would present a difficult position for the District. She said that House Bill 1191 would require the School District to provide evaluations of the teachers at underperforming schools at the parents' request. There is a bill currently filed that would allow Charter Schools to share the locally levied millage funding and this would basically eliminate the capital program. She reiterated that the District website has information on the key legislative bills.

To answer Chair Gordon's question, Ms. Navarro said that another bill expands the Florida Corporate Scholarship and it was amended to increase the amount that would be an expansion of vouchers allowing more people to apply.

Board member Manning asked if there is legislation related to amended penalties for class-size.

Ms. Navarro responded that HB 863 includes language related to class-size. The legislators feel that the District is in a very favorable position with 99.5% compliance.

Vice Chair Salomon asked if the Governor's proposed budget is approved allowing \$1BB for education if there would still be a \$100MM reduction and where that reduction would come from.

Ms. Navarro replied that the Superintendent's cabinet and members of the Community Advisory Committee have provided recommendations and the process is ongoing. It is too early to know where the reductions will come from.

Chair Gordon commented that the Governor had said that the State efforts should be focused on science and technology, instead of the arts. He asked if the Governor's words had boiled down to additional efforts or funding for science and technology programs.

Ms. Navarro responded that there were no additional funds for science or technology programs. There is a letter on the District website that was sent to members of the House Pre-K through 12 Appropriations Committee outlining some of the District recommendations.

Chair Gordon asked whether or not there was any discussion about a change to the allocation formula across the State.

There are sponsors for a study and it is the District's priority to be able to have a third party study on the allocation formula, according to Ms. Navarro. A bill was filed in the Senate and it is a priority this session.

Board member Zapata asked if there is any plan in place for a change in teaching practices that might be required with wireless technology in the classroom.

Ms. Navarro explained that the virtual education was passed last year and right now the issue is connectivity or the access of wi-fi that the schools currently do not have.

Board member Zapata asked if the idea is for using technology as a learning tool or to create a virtual environment.

Ms. Navarro stated that the idea is both and the push for the K-12 virtual makes connectivity more important moving forward.

Ms. Navarro informed the Board that the tentative date for the bus tour on the Superintendent's calendar is Friday, April 27. She will be communicating with Mayor Garcia and providing a formal invitation to all the elected officials and Board members. The Tour will begin at City Hall at 8:00 a.m. and will last until 1:00 p.m.

Chair Gordon asked if Ms. Navarro needed a list of business owners that should be invited.

Ms. Navarro responded affirmatively. She will invite the schools' business partners and appropriate stakeholders.

Ms. Navarro reported that the National College Fair is going to be held on Sunday, February 19<sup>th</sup> at the Doubletree Miami Mart Airport Hotel from noon to 4:00 p.m. Admission is free and parking is \$5.00. She added that it is a very important event and everyone is urged to attend. The information is on the District website under the Division of Student Service and pre-registration is available.

Student Services has embarked on national campaign called FAFSA Frenzy and students can submit their applications for federal assistance on-line from January 1<sup>st</sup> through May 13<sup>th</sup>, according to Ms. Navarro. This is an important initiative and the City can help spread the word by placing posters (letter-size copy attached) in the municipal buildings.

Board member Manning added that this application process is also a new requirement this year for Bright Futures.

Chair Gordon asked Region Superintendent Dr. Carmen Marinelli to give an update from the Region.

Dr. Marinelli stated that this is the time of the year the schools get ready for the testing cycle, make sure that all material is covered and that there are strong academic programs in place. The planning and articulation process for next year has begun even though some factors are not in place pending the legislative calendar.

Chair Gordon inquired about the decline in school population and how the numbers look like for next year or if there is a trend.

Dr. Marinelli responded that she had not seen a decline in student population in this area and the numbers had been pretty consistent. The middle school is booming and the elementary schools are fine; there are no issues that would affect any program changes.

### **3) School Reports:**

Principal Sally Hutchings of Miami Springs Elementary School reported on the school curriculum, data chats, Spelling Bee, fourth grade Writing Wizards Program, and the Parent Academy Workshop. She stated that school enrollment is 638 and three new students were received today. Students who met their reading plus goals will celebrate with a treat and the fifth graders are going camping.

Ms. Hutchings announced that the P.T.A. is sponsoring an after school party and the honor roll students will receive a congratulatory letter from Representative Heana Ros-Lehtinen. The ELL tutoring will begin on January 30<sup>th</sup> targeting 60 students and the school is not meeting class size in 17 periods. She added that the Cleveland Orchestra will be performing on January 25<sup>th</sup> for students in grades K-2.

Springview Principal Dovale congratulated the Office Employee of the Year, the Support Staff Personnel of the Year, and the Teacher of the Year. She reported on several events, including Santa at Springview, the Polar Express reading and language art lessons, and the Holiday Show. January events include Chevy's Family Night, the River Deep Program, winter assessments for grades K-5 in reading, writing and math, and the science interim assessment for grades 3-5.

Principal Dovale also reported that FAIR testing is underway; a behavior plan to enforce the student code of conduct was developed and presented to all 5<sup>th</sup> grade students; group pictures will be taken on January 24<sup>th</sup> and the annual Spelling Bee is scheduled for January 27<sup>th</sup>. The Reading Plus usage has increased from 21% to 69%; the school received several grants for tutoring and cultural activities. The mock testing and writing workshops will be held on January 25<sup>th</sup>, following by the final one on February 8<sup>th</sup> before the writing test.

Discussion ensued regarding the results of the Math Bonanza.

Miami Springs Middle School Principal Javier Perez reported that interim assessments are completed; data indicates that scores are going in the right direction and data chats are being held with the students and teachers. The first Saturday School was attended by 259 students, and there will be ten more sessions until FCAT time. The morning and after school tutoring is continuing and there is a new initiative to improve writing scores for the eighth graders.

Principal Perez reported on the sports season that includes twenty-three sports activities. He added that students receive tutoring at the same time they practice and they are provided with a bus ride home twice a week.

To answer Vice Chair Salomon's question, Principal Perez stated that the first construction meeting was held for the school painting project. The school office is ready to go wireless and the attendance office and media center should be finished after receipt of a piece of equipment, followed by the cafeteria and auditorium.

Principal Anna Rodriguez of Miami Springs Senior High School introduced the Assistant Principal of Curriculum Ms. Romero. She reported that student Pablo Hernandez competed and placed 8<sup>th</sup> in the "Who Wants to be a Mathematician" national math competition and was the only Hispanic and the only student from Florida.

Principal Rodriguez continued to report on the various athletic teams and their achievements. She said that the School Grade is nineteen points away from a "B" and they are targeting 124 students with the hope of moving 85 students by offering tutoring sessions and incentives. She added that mentoring groups are meeting on a weekly basis to ensure students a seamless path toward graduation. The Region has been extremely supportive of a STEM Program at the High School and she is hoping to make a deal in the next couple of months.

Board member Manning stated that she has noticed a very positive change at the High School.

For the benefit of the new Principals, Board member Manning reported on the achievements of the Education Advisory Board, including the Education Compact and boundary changes under the leadership of former Chair Mindy McNichols.

Academy for International Education (AIE) Charter School Principal Vera Hirsh announced that they are the first and only district managed Charter School in the State. She reported that the school participates in Race to the Top that ties student achievement to principal and teacher evaluations. The recruitment phase has begun for next year with plans for the school to be K-5<sup>th</sup> grade. The PTO has been very active and enthusiastic and they are sponsoring a Walk-A-Thon on February 25<sup>th</sup> to raise funds for a playground and to focus on childhood obesity.

Principal Hirsh continued reporting that students are getting ready for the SAT and FCAT; the ELL Program is using the Rosetta Stone language program; the EESAC meeting will be held on January 24<sup>th</sup> and the Mayor will be speaking to the students on February 15<sup>th</sup>. She said that there are a total of 144 students and the school will remain small with two classes per grade level. She added that many students that live in Miami Springs have come from private and other charter schools.

Mother Susan Keedy from All Angels Academy reported that the school serves students from three years old through the eighth grade with a maximum of seventeen students per class. She said that events included the pre-school singing at the Circle and a Christmas Show. She also reported on various sports events, wireless access at the school, and programs including Civics History Month and the National History Day competition.

#### **4) PTA/PTSA Reports**

There were no reports from the PTA organizations.

5) **Business/Reports:**

a. **Art in Public Places**

Vice Chair Salomon stated that before discussing Art in Public Places he would like to discuss recognition for student achievement. He suggested drafting a letter of congratulations for students who achieve the honor roll and asked for feedback from the Principals.

Springview Principal Dovale explained that County Commissioner Rebeca Sosa recognizes students for attendance and encourages them to continue with good attendance. She said that it would depend on the area of achievement that the Board would like to focus on.

Lubby Navarro stated that she coordinates student recognition through the education compacts and members of the Dade Delegation that want to recognize students. When the grades are posted every nine weeks she prepares a list of the honor roll students for the various schools and letters are given to the principals for distribution to the students. She asked the Board to forward an e-mail stating that the Education Advisory Board would like to receive a list of the honor roll students.

Miami Springs Elementary School Principal Sally Hutchings suggested focusing on citizenship.

**Vice Chair Salomon moved to draft a letter to congratulate students based on good citizenship every nine weeks. The motion was seconded by Board member Zapata and it was unanimously carried on voice vote.**

In regard to Art in Public Places, Vice Chair Salomon reported that there is no support for funding the program at this time and it is a wonderful idea that is being postponed after much discussion and debate with members of the community and the school principals. Hopefully, the economy will recover and it can be done at a later date.

b. **Youth Advisory Council**

Chair Gordon reported that Board member Golnaz Sami had taken on the responsibility related to the Youth Advisory Council and he had not heard about the status of establishing the Council.

Board member Manning commented that Ms. Sami was supposed to meet with the City Manager and she might be able to report at the next Education Advisory Board meeting.

c. **School Tour Update**

Chair Gordon said that Ms. Navarro had previously reported on the School Tour update and there will be further communication regarding this event as time goes on.

**d. Advanced Academic Committee**

Chair Gordon reported that he is waiting to meet with school representatives to discuss the feasibility of holding a mini-regional college fair. The first step will be to generate interest in the National College Fair that will take place in February and to work on creating a mini-regional fair. He spoke with various universities that are interested in having alumni attend information sessions and speaking with students about college.

Board member Manning agreed that the alumni sessions are very good because the students like talking to people who have attended the schools.

Chair Gordon proposed meeting at the beginning of the year with all the schools, possibly as a group. He is also eager to hear about the STEM Academy and to hold individual school meetings to talk about all academic areas and how the community can help advance the programs.

Chair Gordon reiterated that he will work to promote the National College Fair.

**6) Other**

Board member Manning said that once a year the Board should discuss the date that the Education Advisory Board meets to see if there is a conflict with anyone. She feels that if someone would like to change the day that it should be discussed.

Chair Gordon commented that he would check the rules for the Board and determine what the next steps will be, as well as the availability of the Board Secretary.

The Board Secretary advised the Board members that the meeting date must be coordinated around the use of the Council Chambers by the other advisory boards and that the meetings are posted on the website for the third Tuesday of each month for the remainder of the year.

Vice Chair Salomon thanked Virginia Gardens Councilman Richard Block for attending the meeting.

Village of Virginia Gardens Councilman Richard Block reported that he presented the concept of Art in Public Places to his Mayor and Council members and they thought it was a good idea until they were informed of the cost involved. He commented that due to the economic situation they are cutting back on expenses.

Board member Manning added that every month she would like to comment on the removal of the portables at Miami Springs Senior High School. She said that the portables are becoming a safety hazard and she would like to reiterate the request for their removal.

Chair Gordon commented that the City Council recognized former Education Advisory Board Chair Mindy McNichols at their meeting of December 12, 2011, for ten years of service to the Board.

Board member Manning said that the Education Advisory Board was established because the community was split over the idea of creating an elemiddle school at Springview and the residents realized that a place was needed to have discussions.

Chair Gordon asked Ms. Manning to briefly highlight some of the Board's accomplishments.

Ms. Manning explained that she became involved as a parent because of the boundary change and students from Miami Springs were being bused to Lorah Park Elementary. At one point, there was a proposal to add 1,600 seats to Miami Springs Senior High School and the community became very involved because it would have affected the traffic and every aspect of the community. She explained that Westland Senior High School was built after much discussion and the Education Advisory Board felt that if the growth was in Hialeah that the school should also be there.

Ms. Manning added that the Miami Springs Senior High School auditorium and gymnasium were renovated and Springview Elementary has a new Media Center. She commented that the Board helped by constantly pushing and advocating for projects and they asked for support from the City Council in regard to legislative items that are very important.

**7) Adjourn**

There was no further business to discuss and the meeting adjourned at 7:50 p.m.

Respectfully Submitted,

Suzanne Hitaffer  
Clerk of the Board

Approved as written at meeting of:

\*\*\*\*\*  
**The comments, discussions, recommendations and proposed actions of City Citizen Advisory Boards do not constitute the policy, position, or prospective action of the City, which may only be established and authorized by an appropriate vote or other action of the City Council.**  
\*\*\*\*\*

# Need help funding your college dreams ?



## It starts with FAFSA Frenzy: Getting Help Paying for College Campaign! “Free Application for Federal Student Aid” (FAFSA)

### **What is FAFSA?**

*Free Application for Federal Student Aid*— your starting point for obtaining financial aid for college.

### **Who should complete the FAFSA application?**

All 12th-graders preparing for college admissions.

### **Why?**

Data indicates that 90% of students who complete the FAFSA enroll in college. Also, FAFSA completion is a requirement to receive Florida Bright Futures Scholarships.

### **How?**

Go to [www.FAFSA.ed.gov](http://www.FAFSA.ed.gov) to complete and submit the application.

### **When?**

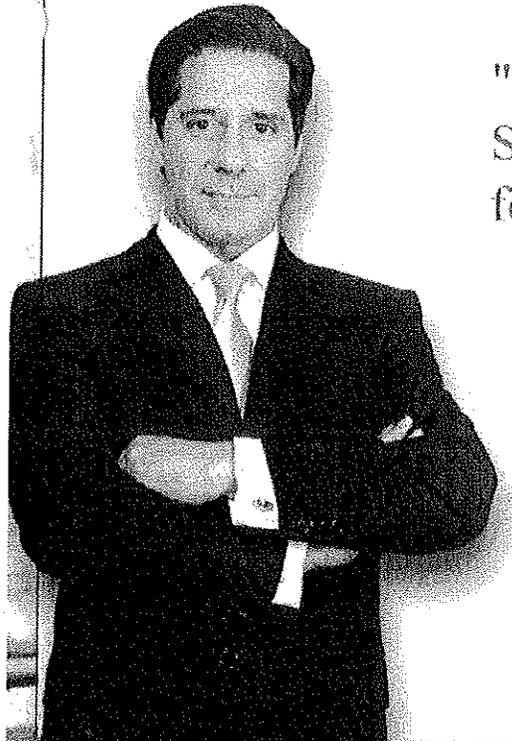
Students planning to start college in fall 2012 should submit the FAFSA application beginning January 1st, but no later than by May 15th.

### **Where can I get help?**

See your school’s College Assistance Advisor (CAP), school counselor, or visit [www.dadeschool.net](http://www.dadeschool.net).

*This message brought to you by the Miami-Dade County Public Schools Division of Student Services*





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Alberto M. Carvalho  
Superintendent of Schools

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\$10	→	\$100
\$100	→	\$1,000

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**DONATE TODAY!**

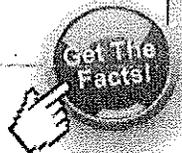
A digital divide splits students with technology access from those without

## Help us bring wireless technology to the classroom

As we look to the future, we envision every student learning in digital classrooms where traditional books are replaced with various forms of electronic media. As of 2015, any new textbooks adopted for use in Florida's public schools must be digital; yet many Miami-Dade County public schools lack wireless technology to accommodate this.

The Foundation for New Education Initiatives, Inc., a direct-support organization for Miami-Dade County Public Schools, aims to raise \$7 million by January 31, 2012 to qualify for federal matching funds for wireless improvements in our schools. Every dollar you donate will be multiplied by 10 for an ultimate goal of \$70 million.

Together, we can bridge the digital divide. It is our moral imperative to do so, giving all students equal access to technology and equal opportunity for success in the global society and marketplace. Please help by donating today! Thank you.



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***CITY OF MIAMI SPRINGS, FLORIDA***

The **Miami Springs Historic Preservation Board** met at 7:00 p.m., on Thursday, January 19, 2012 in the City Hall Council Chambers.

The meeting was called to order at 7:08 p.m.

1) **Call to Order/Roll Call**

The following were present: Chair Mary Ann Goodlett-Taylor  
Vice Chair Sydney Garton  
Charles M. Hill  
Yvonne Shonberger  
Michael Windrem

Also Present: Deputy City Clerk Suzanne Hitaffer

2) **Approval of Minutes:**

a. April 21, 2011 meeting

**The motion to approve the minutes as written was offered by Vice Chair Garton. Board member Hill seconded the motion and it was carried 4-0 on voice vote. (Board member Windrem did not vote as he was not present at the April 21<sup>st</sup> meeting)**

b. August 18, 2011

**Board member Shonberger moved to approve the minutes as amended and Board member Windrem seconded the motion, which carried 3-0 on voice vote. (Vice Chair Garton and Board member Hill did not vote as they were not present at the August 18<sup>th</sup> meeting)**

**3) Old Business:**

Chair Goodlett-Taylor reported that Curtiss Mansion, Inc. (CMI) would be meeting on Saturday, January 21<sup>st</sup> and she would find out more information about the opening of the Mansion.

Board member Shonberger heard that CMI is waiting for a Certificate of Occupancy.

Chair Goodlett-Taylor added that CMI was waiting for funds in order to complete the required parking.

Discussion ensued regarding comments made by a guest in the audience at the August 18, 2011 Historic Preservation Board meeting in regard to the Curtiss Mansion and the Miami Springs Historical Museum.

In regard to funding for the Miami Springs Historical Museum, Board member Shonberger stated that it would be addressed by Council at the meeting on Monday, January 23, 2012. She is hopeful and believes that the City will continue to fund the Museum.

Chair Goodlett-Taylor asked if the Board members had any issues they would like to address in the upcoming year.

Vice Chair Garton responded that she would make her comments under New Business.

**4) New Business:**

Vice Chair Garton was of the opinion that the Curb Appeal recognition is a nice gesture, but she does not feel that it falls under the purview of the Historic Preservation Board because it has nothing to do with historic preservation.

Board member Hill asked what advisory board would be in charge of Curb Appeal.

Vice Chair Garton stated that the Board of Parks and Parkways is charged with the beauty of the City and it could be suggested that they recognize residents for Curb Appeal.

Vice Chair Garton recommended going back to the list of properties that need to be designated. She knows that it is difficult to find someone to write the designation reports and suggested that a university student that is studying historic preservation could take on a project to write one of the designations with the Board's help.

Board member Shonberger agreed with Vice Chair Garton in regard to beautification and the Curb Appeal. She explained that the designation report is simple to complete; the Board only considers one or two properties each year and she feels that the board could work together without outside help.

Vice Chair Garton referred to the prioritized list of properties to be designated.

Board member Shonberger stated that the Board members could identify more properties that could be added to the list. She would like the H. O. Goodlett House to be the next house to be considered for designation and that would mean sending out the letter that was drafted by Council and the cover letter drafted by the Board. She said that this would allow the Board to begin work on the designation at the next meeting.

Board member Shonberger reiterated that there are many houses that are very old that are not on the current list. She suggested looking for homes that were built in the 1920's and 1930's or those homes that are architecturally unique. She would like to add properties to the list so that future Historic Preservation Board members have something to work on.

Vice Chair Garton agreed with Board member Shonberger that the focus should be on designating future properties.

Board member Windrem commented that the Curb Appeal is a nice gesture, but the Historic Preservation Board has other priorities that they should focus on.

Board member Shonberger suggested three motions as follows:

**Vice Chair Garton moved that the Historic Preservation Board no longer be in charge of issuing letters dealing with Curb Appeal and whatever entity within the City that would like to do that is fine. Board member Windrem seconded the motion and it was carried 5-0 on voice vote.**

**Board member Shonberger moved that the next house to be evaluated for historic designation be the H. O. Goodlett House at 141 Shadow Way. Vice Chair Garton seconded the motion, which carried unanimously on voice vote.**

**Vice Chair Garton moved that the board review houses in Miami Springs that were built in 1920's and 1930's and bring back the addresses for review as to whether they would qualify for historic designation and add them to the list of potential historic sites. Board member Shonberger seconded the motion, which was carried unanimously on voice vote.**

Discussion ensued regarding the information that is available and the location of historic homes that were built in the 1920's and 1930's.

## **5) Reports/Requests:**

### **a. Council Liaison**

Council Liaison Dan Espino was not present.

**b. Board members**

Vice Chair Garton reported that the Golf Course historic designation plaque was installed. She added that she purchased a framed 85<sup>th</sup> Anniversary picture and she gave it to Carlos Santana to hang in the Country Club.

Chair Goodlett-Taylor announced that the next meeting of the Historic Preservation Board is scheduled for Thursday, February 16, 2012.

Discussion ensued regarding the condition of the Osceola Apartment Hotel on Azure Way.

**6) Adjourn**

There was no further business to discuss and the meeting adjourned at 7:39 p.m.

Respectfully Submitted,

Suzanne Hitaffer  
Clerk of the Board

Approved as written at meeting of:

\*\*\*\*\*  
**The comments, discussions, recommendations and proposed actions of City Citizen Advisory Boards do not constitute the policy, position, or prospective action of the City, which may only be established and authorized by an appropriate vote or other action of the City Council.**  
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**DRAFT**

## ***CITY OF MIAMI SPRINGS, FLORIDA***

The **Ecology Board** met in Regular Session at 7:00 p.m., on Tuesday, January 24, 2012 in the Council Chambers at City Hall.

### **1) Call to Order/Roll Call**

The meeting was called to order at: 6:58 p.m.

The following were present:

- Chairman Martin Crossland
- Vice Chair Wendy Anderson-Booher
- Ann Trina Aguila
- Carl Malek

Also present: Board Secretary Elora R. Sakal

### **2) Approval of Minutes**

Minutes of the August 23, 2011 were approved as written.

**Vice Chair Anderson-Booher moved the item. Board member Aguila seconded the motion which was carried unanimously.**

### **3) Old Business**

#### **a. Recycling at City Buildings & City Events**

Chairman Crossland believes that the board discussed a lot at the last meeting but unfortunately nothing has happened with the plans other than the rain barrels.

Board member Aguila mentioned that the survey questions were also given.

Vice Chair Anderson-Booher said that the community garden is also in progress.

Board member Malek stated that there will also be a community garden at the Curtiss Mansion.

Board member Aguila explained that there was an invitation to the public in the Gazette to participate at the community garden.

Chair Crossland said that both the survey questions and the community garden have moved on without any encouragement from the City Council. He stated that Miami Springs is one of the few cities in Miami Dade County that does not have a uniform recycling policy.

Chair Crossland explained that he has attempted to contact Councilman Bob Best but has not had any luck speaking with him. He distributed an email that he sent to Councilman Best. He said that the offer in the email seemed to be simple and the only cost to the City might be the recycling bins.

Board member Malek stated that they could try to see if they can find a company that would donate bins to the city.

Board member Aguila noted that there was a complaint that the bins did not look nice.

Vice Chair Anderson-Booher said that they have looked at pictures of different bins. She said an issue that was brought up was that recycling bins that are placed strategically throughout the city would be emptied by Public Works and not the County so the city would have to come up with the funds to have those bins emptied as well as the garbage bins.

Vice Chair Anderson-Booher explained that Public Works does not know if they have the manpower for someone to empty the recycling bins and they would possibly have to hire an extra person.

Chair Crossland stated that the Ecology Board's job would be to show the city that it could be done.

Board member Aguila asked who would know if it is possible to implement the recycling bins and Chair Crossland replied that the board cannot do anything until the City Council approves of the recommendation.

Board member Aguila asked if they are able to talk to Council as a private citizen and Vice Chair Anderson-Booher replied that she is able to speak as a private citizen but cannot speak as a board member or mention the board whatsoever.

Vice Chair Anderson-Booher stated that there are recycling bins at the Community Center, the pool, East Drive, and the play grounds.

Chair Crossland asked if they were being used and Vice Chair Anderson-Booher replied that they are being used but they are emptied by a private recycling company.

Chair Crossland explained that everyone should have the same policy throughout the entire city.

Vice Chair Anderson-Booher mentioned that she does not believe that there were recycling bins at the BBQ Blast that was held last Saturday on the circle.

Board member Aguila said that their priority should be to get the recycling issue on the agenda.

Chair Crossland said that if Council is reading the minutes then they should allow the Ecology Board to move forward with the project because that is what they are here for. He believes that the board can come up with a reasonable idea for the recycling bins.

Board member Malek stated that the Ecology Board is not here to talk about things, but rather to do things.

Vice Chair Anderson-Booher reiterated that they have been successful with the rain barrel workshop being done twice in two years.

Board member Aguila said that each board member needs to contact their Council person before the next meeting.

Chair Crossland asked the board members if they thought the email that he sent was okay and if there was anything they would like to add and the board members replied that it was okay and they had nothing to add.

Chair Crossland explained that recycling bins should be done city-wide and when there are activities on the circle there should be recycling bins.

Vice Chair Anderson-Booher mentioned that her notes said that the Clean Up The Environment (C.U.T.E) project was on hold until the Board of Parks and Parkways checked it out.

Board member Malek stated that he believes it was something that Allene Paz mentioned to them.

Board member Malek said that he spoke with Councilman Dan Espino regarding the recycling idea and he thought that it was a great idea. He had contacts for all of the different organizations in Miami Springs and said he would contact them and let them know and possibly get together and go from there.

Board member Aguila asked if Councilman Espino put the item on the agenda and Board member Malek said that he did not ask him that yet but he did want to let him know of the idea.

Board member Malek explained that it would be a good idea to get other people involved such as the boy scouts, girl scouts, and different clubs at the high school.

Vice Chair Anderson-Booher noted that high school students can receive community hours that they need to accomplish for graduation.

Board member Malek said that the benefits to having recycling bins are that the city is being cleaned up, property values may increase, and people are being healthy and getting exercise by walking around and picking up trash.

Board member Aguila noted that she participated in the strategic planning meeting and she spread the message regarding recycling.

Vice Chair Anderson-Booher asked how that meeting went and Board member Aguila replied that it was a very small group but she believes it went very well.

Vice Chair Anderson-Booher stated that she does not know what is so hard about the recycling project but it seems that it is so difficult to move forward.

Chair Crossland mentioned that the Ecology Board is offering to do the project for the City Council.

Board member Malek noted that the Ecology Board should be present at the next council meeting.

Chair Crossland asked if they can speak and Board member Malek replied that they can as a private citizen during the open forum.

Board member Aguila said that it would be a good reminder for them so Council could put it on the agenda for the next meeting.

Vice Chair Anderson-Booher noted that she believes Council is reading the minutes but it has not been put on the agenda.

Board member Aguila asked if the City Manager is in charge of putting items on the agenda and board member Malek said he was not positive but thought that he did and that they can also find out through the City Clerk.

**Board member Aguila stated that they need the recycling bins and the Clean Up The Environment (C.U.T.E) project on the agenda.**

Vice Chair Anderson-Booher asked if the board would be requesting funds for the Clean Up The Environment (C.U.T.E.) project or just an approval and Board member Aguila replied that they are asking to research it and then present a plan.

Chair Crossland noted that what might worry Council is the liability and Vice Chair Anderson-Booher agreed.

Board member Aguila brought up two other projects including the grey water usage and the CFL light bulbs.

Vice Chair Anderson-Booher said that those projects can come back up later on so that there are not too many projects to be approved all at once.

Discussion ensued regarding a recycling bin at the University of Miami.

Chair Crossland noted that everyone should get in contact with their Council person and attempt to get the two projects placed on the agenda.

b. Accomplishment Objectives

This item was discussed under the previous item of Recycling at City Buildings & City Events.

4) New Business:

None.

5) Adjournment

There was no further business to be discussed and the meeting was adjourned at 7:29 p.m.

Respectfully Submitted,

Elora R. Sakal  
Board Secretary

Approved as \_\_\_\_\_ during meeting of: \_\_\_\_\_

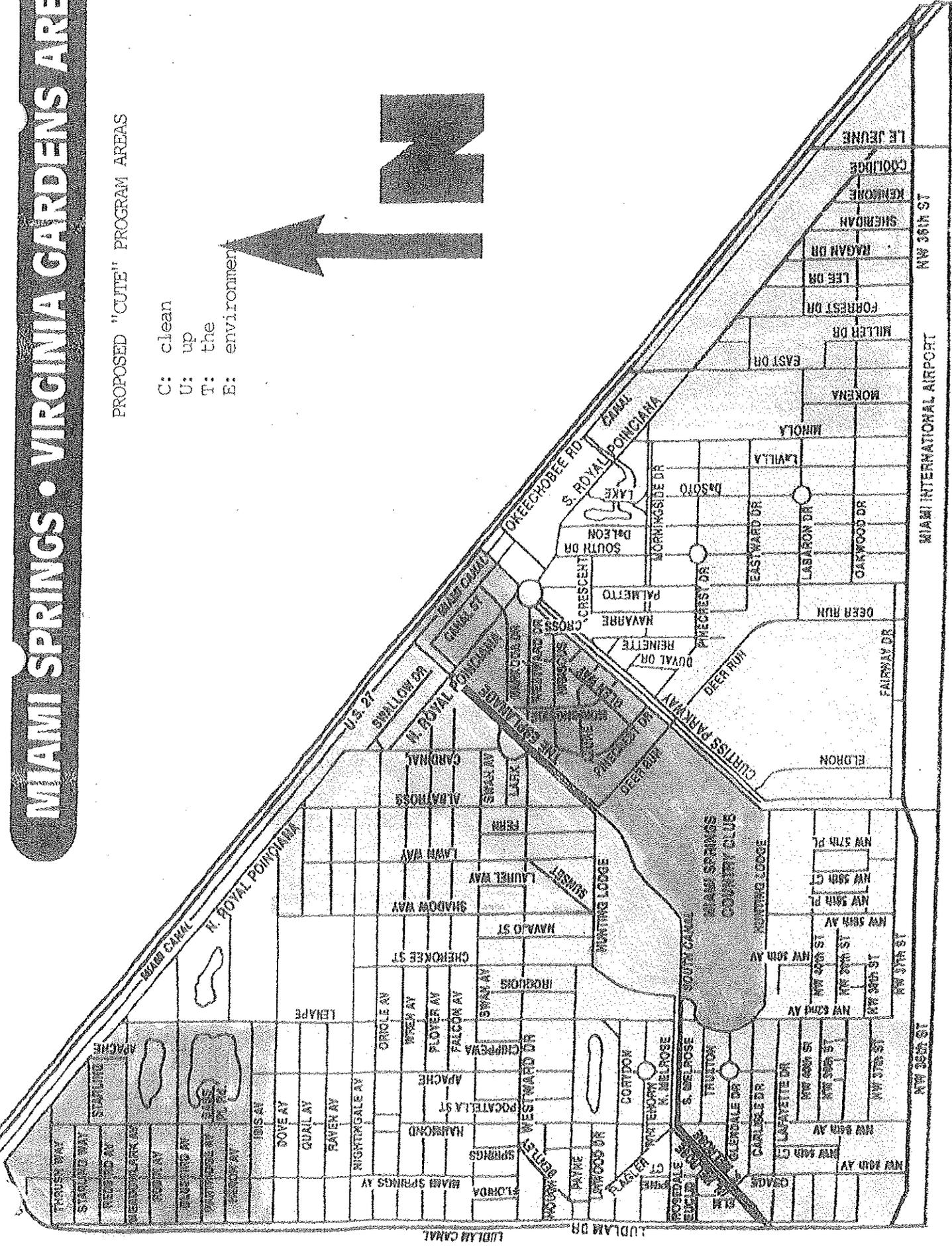
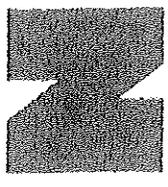
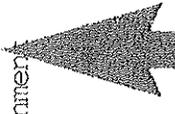
Words ~~-stricken through-~~ have been deleted. Underscored words represent changes. All other words remain unchanged.

\*\*\*\*\*  
*"The comments, discussions, recommendations and proposed actions of City Citizen Advisory Boards do not constitute the policy, position, or prospective action of the City, which may only be established and authorized by an appropriate vote or other action of the City Council".*  
\*\*\*\*\*

# MIAMI SPRINGS • VIRGINIA GARDENS AREA

PROPOSED "CUTE" PROGRAM AREAS

- C: clean
- U: up
- T: the
- E: environment



MIAMI INTERNATIONAL AIRPORT

NW 38th St

NW 37th St

NW 36th St

NW 35th St

NW 34th St

NW 33rd St

NW 32nd St

NW 31st St

NW 30th St

NW 29th St

NW 28th St

NW 27th St

NW 26th St

NW 25th St





## CANCELLATION NOTICE

### CODE REVIEW BOARD

Due to the fact that the City Council has not directed the Code Review Board to review any ordinances this month, the regular meeting of Thursday, January 26, 2012 has been canceled in advance.

A handwritten signature in cursive script, reading "Magali Valls", is written over a horizontal line.

Magali Valls, CMC  
City Clerk

cc: Mayor and Council  
City Manager  
City Attorney  
Code Review Board Members and Secretary  
Post





*City of Miami Springs, Florida*

*Architectural Review Board*

**CANCELLATION NOTICE**

The Architectural Review Board meeting of February 1, 2012 has been canceled in advance.



Elora R. Sakal  
Board Secretary

cc: City Council  
City Manager  
City Attorney  
City Clerk  
City Planner  
Architectural Review Board Members  
Post



**DRAFT**



**ZONING AND PLANNING BOARD  
CITY OF MIAMI SPRINGS, FLORIDA**

The regular meeting of the Miami Springs Zoning and Planning Board was held on Monday, February 6, 2012 in the Council Chambers at City Hall following the Board of Adjustment meeting.

**1. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 8:02 p.m.

Present were: Chairman Manuel Pérez-Vichot  
Vice Chairman Francisco Fernández  
Ernie Aloma  
Kevin Berounsky  
Ariana Fajardo  
Alternate Bill Tallman

Also Present: City Attorney Jan K. Seiden  
City Planner Jim H. Holland  
Secretary to the Board Elora Sakal

**2. APPROVAL OF MINUTES OF REGULAR MEETING: April 4, 2011**

Minutes of the April 4, 2011 were approved as written.

**Board Member Aloma moved to approve the minutes. Board Member Berounsky seconded the motion which was carried unanimously on voice vote.**

### 3. NEW BUSINESS

Case # 01-V-12

El Pub Latin Quarters, Inc.

4909 NW 36<sup>th</sup> Street

Zoning: NW 36<sup>th</sup> Street District

City Planner James H. Holland attached a new memo to the back up information regarding the documents that were reviewed. There were a couple of conditions of recommendations of the site plan subject to any conditions imposed by the Board of Adjustment that have been discussed and are of record.

City Planner Holland said that there are a few items that will be needed prior to the issuance of a building permit which would be to obtain the approval from the Permitting Environment and Regulatory Affairs Department of Miami - Dade County, formerly known as Department of Environmental Resources Management (DERM) for the drainage plan. An irrigation plan also must be provided at the same time.

Chairman Pérez-Vichot stated that El Pub Latin Quarters, Inc. will basically be complying with the City's landscaping, drainage, parking and lighting code.

City Attorney Seiden explained that the Board of Adjustment is basically only passing the parking layout along.

Chairman Pérez-Vichot asked if City Planner Holland had received any courtesy notice responses and City Planner Holland replied that he did not receive any letters in return.

City Planner Holland mentioned that the case number on the agenda was incorrect and the case number is actually 01-ZP-12.

Chairman Pérez-Vichot clarified that the dumpster is being screened with a wall and a gate that will also follow the guidelines of the code. The applicants have agreed to comply with the technical requirements. The only thing the board is looking at is the parking spaces.

**Board member Aloma made a motion to approve the request as submitted. Board member Fajardo seconded the motion which was carried unanimously on voice vote.**

4. ADJOURN

The meeting was duly adjourned at 8:04 p.m.

Respectfully submitted,

\_\_\_\_\_  
Elora Sakal  
Board Secretary

Approved as \_\_\_\_\_ on:

\*\*\*\*\*  
*“The comments, discussions, recommendations and proposed actions of City Citizen Advisory Boards do not constitute the policy, position, or prospective action of the City, which may only be established and authorized by an appropriate vote or other action of the City Council”.*  
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***CITY OF MIAMI SPRINGS, FLORIDA***

The **Board of Adjustment** met in Regular Session at 7:00 p.m., on February 6, 2012 in the Council Chambers at City Hall.

**1) Call to Order/Roll Call**

The meeting was called to order at 7:04 p.m.

The following were present:

Chairman Manuel Pérez-Vichot  
Vice Chairman Francisco Fernández  
Ernie Aloma  
Kevin Berounsky  
Ariana Fajardo  
Alternate Bill Tallman

Also present:

City Attorney Jan K. Seiden  
City Planner James H. Holland  
Board Secretary Elora R. Sakal

**2) Approval of Minutes**

Minutes of the October 3, 2011 meeting were approved as written.

**Board member Tallman moved to approve the minutes. Vice Chairman Fernández seconded the motion which was carried unanimously on voice vote.**

Minutes of the November 7, 2011 meeting were approved as written.

**Vice Chairman Fernández moved to approve the minutes. Board member Aloma seconded the motion which was carried unanimously on voice vote.**

*(New Business was discussed before Old Business)*

**3) Old Business:**

- A) Case # 30-V-11  
El Pub Latin Quarters, Inc.  
4909 N.W. 36<sup>th</sup> Street  
Zoning: N.W. 36<sup>th</sup> Street District**

Applicants are seeking numerous variances from Code Section 150-164 to permit an existing stand-alone restaurant.

Chairman Pérez–Vichot clarified that the applicant is requesting a number of variances as a result of the new Code for N. W. 36<sup>th</sup> Street.

City Planner Holland stated that he distributed a revised memorandum outlining some site plan changes that he wanted to make for the betterment of the overall community and this created the need for three additional variances. He said that the architect also changed the count and location of the parking spaces that resulted in one additional space.

City Planner Holland added that all except for two of the variances were as a result of the NW 36<sup>th</sup> Street District. There is one variance request to permit the existing roof sign to remain and a request to reduce some of the angle parking spaces on the north end from 19-feet to 18-feet in depth. He supports this particular variance.

To answer Chairman Pérez–Vichot’s question, the City Planner clarified that the proposed changes are not shown on the site plan that was submitted and he distributed a revised site plan for the Board’s review.

City Planner Holland explained that the initial proposal had an exit only onto NW 36 Street and the architect decided that they could do something different with the exit from the parking lot. He mentioned that some landscaping opportunities were also added.

Chairman Pérez–Vichot stated that there is definitely an improvement and that it comes closer to complying with the new regulations. He felt somewhat uncomfortable because the improvement is welcome and a model was created by the Downtown consultants in order to have a continuity of 36<sup>th</sup> Street to follow a certain model, and the screening of the parking lot should be part of this.

Chairman Pérez–Vichot commented that some of the variances are very clear and almost impossible to comply with. The free standing restaurant variance should not be an issue because it is an existing building.

Vice Chair Fernandez expressed his concern that there has to be a hardship for variances. He noted that there is a situation with an existing restaurant and it is grandfathered in, but going into a new venture the Code specifically prohibits free standing restaurants. He asked City Attorney Seiden what is the hardship and who made the representation on behalf of the City that there could be a restaurant.

City Attorney Seiden explained that the nature of variances is changing from strict hardship standards to character of neighborhood standards. They were unable to give the request as much consideration through solely the administrative processes because of the non-conforming status of the property for those years and since the existence of the code, he felt that it was important to go through the process. He added that the process would deal with some of the new code that might need to be changed.

City Attorney Seiden said that to inflict what the City considers to be an oversight or a problem in the code on people who want to improve a building that is an eyesore and want to do something nice, it will act as the City's initial test case, and it would make no sense to make an issue of it. He commented that it is within the character of the neighborhood and within the character of what would be developed on 36<sup>th</sup> Street.

Chairman Pérez-Vichot noted that the code should be changed instead of granting variances.

City Attorney Seiden commented that it is a technical problem and he agrees with Chairman Pérez-Vichot that the code should be revised. He added that there will be monthly meetings with the consultants who designed the code and in that period of time, he will speak with them to go over some of the problems that were found. He explained that when a code is put into effect, it is not always perfect and the intent is to change it. The direction from Council is to be as cooperative as possible in the development of 36<sup>th</sup> Street.

Chairman Pérez-Vichot said that a lot of the variances were very self explanatory and were obvious for approval such as the parking lot screening.

City Planner Holland explained that it is required that the parking lot be screened with a concrete block wall and this would apply to NW 36<sup>th</sup> Street, and this is why a variance is required.

Chairman Pérez-Vichot commented that the parking area is new, and the concrete wall is a requirement and there is no hardship.

City Planner Holland noted that there is some additional green space and the parking can be shielded with landscaping material rather than a block wall.

Chairman Pérez–Vichot said that that is another item that needs to be cleared. He added that the code requires a front set back of ten-feet for green space and this has been complied with. In his opinion, the signage and roof equipment screening should comply with the new code. He agrees that anything that can be done to improve the building is welcome, but he has a problem with the signage and screening.

Vice Chair Fernández said that the building has been an eyesore for years and it is the Board’s responsibility to be a facilitator, but they are not involved in creating the code. The City spent funds to develop a concept for NW 36<sup>th</sup> Street and the funds were possibly spent incorrectly. He feels that if the code is not amended properly that it should be corrected. The Board of Adjustment should not have to legislate what those corrections are.

Vice Chair Fernández mentioned that in concept, he is fine with the proposal and anything is better than what is there now. He said that the Board does not want to create a precedent that could impact the overall goal for the NW 36<sup>th</sup> Street plan.

Board member Aloma stated that there would be no need for the Board of Adjustment if everything in the code was “black and white.” His point is that the Board members are being asked to make a tough decision and although the intent is to abide by the code, in this case the benefits of granting the variances far outweigh the negatives. He agreed with the Chairman that it would be possible to comply with some of the requirements.

Samuel Adam Rubert, Representative for El Pub Latin Quarters, Inc. introduced architect Anne Jackaway whose firm had accomplished many other projects throughout Florida. He also introduced Lisett Herran who is the managing member of El Pub Latin Quarters, Inc., and Michael Herran who will be the General Manager of the business, who has more than twenty years of restaurant experience.

Mr. Rubert explained that all parties involved had spent countless hours with the City staff and Calvin, Giordano and Associates, Inc. in an effort to design a site that will comply in every way possible with the code without having to tear down the building. He added that the building would be brought up to code, completely gutted and refinished.

Mr. Rubert stated that they have tried to comply in every way possible, it is a massive project and some requirements could be cost prohibitive or possibly break the deal. He said that it has been six years since the building was occupied and it is time to bring in quality operators to run the business the way it should be run and brighten up that block. He stated that they agree with Staff’s recommendation of approval and would like to answer any questions the board may have.

Chairman Pérez–Vichot said that if the Board agrees, they would review each variance request one by one and determine which can be approved.

Chairman Pérez–Vichot stated that he has no issue approving the first variance to permit a free-standing restaurant [Code Section 150-164 (B) (2) (d) (1)]; Stand Alone Restaurants are not Permitted. The setbacks would be respected as existing, which is not an issue; he also has no problem with allowing an FAR of less than 1.0.

Vice Chairman Fernández asked to start over with the list of requested variances.

- Permit a free-standing restaurant [Code Section 150-164 (B) (2) (d) (1)]; Stand alone restaurants are not permitted.
- Permit existing parking lot to be located in a front and side yard [Code Section 150-164 (B) (4) (a)]; Accessory parking lots must be located behind the principal structure.

Chairman Pérez–Vichot stated that the second variance is no longer needed since there is no parking in the front yard and it was moved back ten feet, and the City Planner agreed.

- To permit vehicular access directly from NW 36 Street; [Code Section 150-164 (B) (4) (b)]; Vehicular access to parking is not allowed from NW 36 Street;

Board members agreed there was no problem with permitting vehicular access directly from NW 36<sup>th</sup> Street.

Vice Chair Fernández asked if NW 36<sup>th</sup> Street fell under the City or State jurisdiction.

City Planner Holland replied that 36<sup>th</sup> Street is the State's jurisdiction and since the driveway is existing, they cannot take it away, although they would not grant any new driveways, which is a provision in the code that should be deleted.

- To permit a minimum depth of parking spaces to 18 feet; [Code Section 150-016 (A) (9)]; A depth of 19 feet is required;

Chairman Pérez–Vichot asked if Miami-Dade County has a depth of 18 feet for parking spaces and City Planner Holland replied in agreement.

Chairman Pérez–Vichot said he was fine with this variance.

- To permit setbacks reflective of existing conditions [Code Section 150-164 (D) (2)]; required setbacks are: front and rear 10' feet, side five feet;

Chairman Pérez–Vichot noted that he has no problem with approving this variance.

- To permit a F.A.R. of less than 1.0 [Code Section 150-164 (D) (3) (a)]; minimum floor area ratio is 1.0;

Chairman Pérez–Vichot stated that he did not have an issue with this variance. He asked for a motion on the five variance requests, as previously discussed.

**Vice Chair Fernández moved to approve the requested variances to permit a free standing restaurant, to permit vehicular access from N. W. 36<sup>th</sup> Street, to permit the depth of the parking spaces to be 18-feet, to permit setback reflective of the existing conditions and to permit a floor area ratio (FAR) of less than 1.0. Board member Berounsky seconded the motion which was carried unanimously on voice vote.**

- To permit a parking lot without screening [Code Section 150-164 (F) (2)]; all parking to be screened from public view; screening consists of a minimum six-foot block fence; To waive the off-street loading requirements [Code Sections 150-164 (F) (4) (a), (b), & (c)]; at least one loading space of 12' x 35' is required.

Chairman Pérez–Vichot commented that the code provides for a block fence and landscaping. He does not have an issue with the loading space but he believes that the building should maintain screening. He asked City Planner Holland if the screening can be modified so that it is not a six foot high wall that would actually impede visibility.

City Planner Holland said that the Board could make it a part of their condition to grant the variance that the parking lot be screened with landscaping material except for the driveways.

Chairman Pérez–Vichot suggested more screening on the east side and noted that the north side screening seemed to be satisfactory in the sketch.

City Planner Holland mentioned that screening on the north side is not required because it is a commercial district.

Chairman Pérez–Vichot stated that the landscaping on the east side seemed a little weak and is lacking dimension. He reiterated that he is talking about screening only for the parking area.

City Planner Holland suggested that the reduction of a couple of parking spaces would be possible since the requirement is 60 parking spaces and there are 65 spaces between the off-site lot and the new parking lot.

Chairman Pérez–Vichot noted that the row of parking on the south side could possibly be shifted to the east in order to gain approximately five feet that would be adequate for planting, and on the north side they could lose one space.

Architect Anne Jackaway stated there is no need to remove the parking space and a wall could be added if required.

City Planner Holland commented that landscaping would be utilized in lieu of a wall on both La Villa Drive and 36<sup>th</sup> Street. He added that parking space 22 could be eliminated to provide additional space for landscaping on the east adjacent to La Villa and spaces 23 through 29 on the south side could be shifted to the west in order to provide more landscaping opportunity.

Vice Chair Fernández said that in regards to shifting the parking spaces, the trees are probably being used to shield the dumpster.

Chairman Pérez-Vichot replied that there is a wall enclosing the dumpster.

City Attorney Seiden asked the Board members how they felt about the loading space.

Chairman Perez-Vichot responded that they could afford the loading space and since it is an existing lot with the same building footprint they would have to give up 12' x 35'.

City Planner Holland mentioned that deliveries are made at a time when no customers are there.

To answer City Attorney Seiden's question, the Board members agreed that they approved of the suggestions that were made for landscaping.

- To permit the retention of the existing roof signage and the attachment of wall signage which reflects the logo of the business [Code Section 150-164 (G) (2) (c)]; Symbolic designs are prohibited;
- To permit existing Pilot House signage [Code Sections 150-164 (G) (17) and 150-030 (C) (7)]; Roof signs are prohibited;

Chairman Pérez-Vichot did not see why the existing roof signage should be retained if it is no longer going to be the Pilot House.

City Planner Holland replied that half of the building is going to remain the Pilot House.

City Attorney Seiden stated that they are trying to incorporate the historic nature of the signage. He was surprised that Calvin, Giordano agreed with the proposal because of the historic nature.

Board member Aloma asked what the condition of the sign was. He added that it would have to comply with the new wind load requirements.

Mr. Rubert explained that they are going to repair the sign and make it a marker as people come down NW 36<sup>th</sup> Street.

City Attorney Seiden commented that El Pub Latin Quarters, Inc. really wanted to keep the sign and tie in the old history of the building.

Board member Fajardo asked what would happen when the next owner comes in, given the historical nature of the sign.

City Attorney Seiden responded that the next owner will not be able to have a roof sign if it is not historic.

Board member Fajardo explained that the Board is setting a precedent and it needs to be clear that the only reason that the sign is being allowed is because of the historical nature.

City Attorney Seiden said that this is a specific case and in every case of precedent that the Board of Adjustment deals with, they have to deal with factual issues and the fact of the matter is that the sign is a landmark.

- To permit the use of conventional paving rather than decorative pavers [Code Section 150.164 (G) (2) (f)]; Decorative paving is required for all areas except pedestrian/bike paths;

City Attorney Seiden commented that most of the issues the consultants raised in regard to pavers were related to ground up buildings that were going to be swiveled so that the entrances were going to be off of streets into areas where there would be porte cocheres and similar amenities. He explained that this is a different situation than what was envisioned.

Chairman Pérez--Vichot said that he would reverse it and make it decorative paving for bike and pedestrians and keep the parking lot with regular paving and City Planner Holland agreed.

The Chairman asked for a motion on the remaining variance requests.

**Board member Fajardo moved approval of the permit of the parking lot without the screening with the following conditions: that parking space number 22 will be eliminated and that area will be used for more green space to shield the parking lot more from the street; that parking spaces 23 to 29 will be moved further west, eliminating some of the green area to the west of those parking spaces and then moving that green area over to the east of parking space number 23 so there is more shielding there as well.**

Vice Chair Fernández asked to make it a condition that the landscaping be maintained.

Board member Aloma commented that in granting variances, the Board does not ask for maintenance and he feels that it is a code issue.

City Attorney Seiden agreed that maintenance of property is a code requirement in the City.

The Board agreed that the motion should be continued to include the next two variances.

Board member Fajardo stated that the next two variances deal with the existing roof signage and to permit the Pilot House Sign to remain. She recommends approval of the variance and would like to be very specific that in this particular case they are keeping the Pilot House sign because it is a landmark of historic value.

**Board member Fajardo continued her motion to approve the request to permit the existing roof signage and permit Pilot House Signage to remain because of its historic nature and to permit conventional paving over the decorative pavers. Board member Aloma seconded the motion which was carried unanimously on voice vote.**

Chairman Perez-Vichot stated that the following variances remain:

- To permit existing mechanical equipment without screening [Code Section 150-164 (G) (8)]; Roof mounted equipment must be screened.

Chairman Perez-Vichot commented that he has a serious problem with granting this variance.

Board member Aloma stated that all the mechanical equipment will be new and he agrees that it must be screened according to code.

City Planner explained that the only visible mechanical equipment on the roof would be for southbound traffic on La Villa Drive.

The Chairman emphasized that all mechanical equipment must be screened.

Board member Aloma agreed that the equipment should be screened and added that it should be installed 10-feet from the edge or else it will require railings.

**Vice Chair Fernández moved to deny approval of permitting the existing mechanical equipment without screening. Board member Aloma seconded the motion, which carried unanimously on voice vote.**

- To waive the requirements for designated bike/pedestrian access [Code Section 150-164 (G) (15)]; Pedestrian access must be separate from vehicular access points;

Vice Chair Perez-Vichot was of the opinion that this requirement would apply to a major development, not a project like this, and it is already separated.

- To limit the requirement for street trees because of existing conditions [Code Sections 150-164 (G) (16) (a) (iv) & (v)]; Shade trees required every 30' at least 5 feet from curb line;

Chairman Perez-Vichot noted that the Code requires a minimum of five-feet away from the curb and there are some existing trees.

City Planner Holland stated that there are some opportunities along 36<sup>th</sup> Street for tree planting; and there is space on the east side.

Mr. Rubert clarified that trees are planted on the near west side of the building and on the alley and the problem is there is a triangle that must be maintained on 36<sup>th</sup> Street and the trees might be too close to the driveway.

Ms. Jackaway said that the site is literally sitting on the property line and they did provide two trees on either side.

Mr. Rubert added that the code requires planting on the building line and there is nowhere to plant because it extends to the curb.

Chairman Perez-Vichot said that he was referring to the parking area and Mr. Rubert stated that the trees are planted as close as possible.

City Planner Holland confirmed that the visibility triangle is typically 10' x 10' and it would extend from the sidewalk, not the property line in this case, and no vegetation can exceed 2-1/2 feet in height. It is typical to permit columns up to eighteen inches, and a tree trunk would be acceptable. He agrees that there is sufficient room to move the planting out of the triangle.

Michael Herran, Building Manager, stated that if the variance is not granted they would be required to plant the trees on the building because they cannot be planted five feet from the curb every thirty feet from La Villa to the alley.

City Planner Holland clarified that the problem on La Villa was resolved and the discussion is related to planting two shade trees in the green area on 36<sup>th</sup> Street.

Board member Aloma commented that they are requesting a variance because 30-feet on the east side would encroach the building and the variance does not distinguish the difference between 36<sup>th</sup> Street and La Villa.

City Attorney Seiden explained that approval will deal with only the two green areas and the motion should include the condition that it does not violate any visibility.

- To permit an existing sign having a height of greater than one-third of the height of the building [Code Section 150-164 (G) (17) (a)]; self explanatory.

To answer Chairman Perez-Vichot's question, City Planner Holland confirmed that the code for the 36<sup>th</sup> Street district provides that signs can be no greater than one-third of the height of the building.

City Planner Holland said that one provision in the code is that the maximum size for a sign is 30 square feet per acre and that is an outdated way of calculating sign area. In this instance, given the area of the lot, a sign of 8.3 square feet would be allowed.

Ms. Jackaway clarified that they are in compliance with the additional signage that is being placed on the building.

Building Manager Michael Herran stated that the Mad Man Jack sign was designed to comply and fit within the original sign that was on the Pilot House. The sign he is proposing is in an area of 64 square feet and that is very small considering the overall size of the building. He explained that an 8.3 square foot sign is way below the standards of the City and the County.

Discussion ensued regarding the size of the proposed signage.

Mr. Herran stated that the actual footprint of the Mad Man Jack sign with the backing is 64 square feet and it is recessed into the building behind the existing street sign and the proposed walkway.

City Attorney Seiden commented that the Board should deal with the last four variances and he would add his opinions after the vote.

**Board member Aloma moved to approve the last four variances to waive the requirements for the pedestrian access, to limit the requirement for street trees because of existing conditions, limited to the two green areas on the south side, based on the visibility triangle, to permit an existing sign and to permit signs greater than 30 square feet per acre. Board member Berounsky seconded the motion, which carried unanimously on voice vote.**

City Attorney Seiden read the following into the record:

*“As a condition of the variance approval, the applicant must execute one of the standard covenants running with the land that specifies the off-street parking for this project and ensures that such off-street parking will continually be maintained during the operation and use of the approved by the City for this property. The covenant shall attach and include by reference, the applicant’s separate and shared joint use parking agreement with the owners of all properties identified as off-street parking areas for this project.”*

City Attorney Seiden added that this includes the lot behind and also the parking lot across the street behind the Morton Square property. This will require the applicant to prepare the paperwork and the City will assist as needed. He would imagine that the property owner and the group would tie their restaurant into a larger project at some point since there is a lot of property available for development on 36<sup>th</sup> Street, and at this point the covenant will guarantee sufficient parking.

City Attorney Seiden suggested a general motion to approve all the variances, both approvals and denials and the language for the parking agreement.

**City Attorney Seiden stated that the motion is to confirm the variances granted and denied, or withdrawn, pursuant to this meeting, based upon the submittals in the record and provided to the Board and specifically including the language required for the covenant running with the land and the shared parking use agreement. Board member Aloma seconded the motion, which carried unanimously on voice vote.**

City Attorney Seiden clarified that all actions taken tonight must be approved by Council within ten-days. He added that the Architectural Review Board does not exist at this point in time because of resignations, with the exception of one person. The City Council agenda for February 13<sup>th</sup> will include a decision to waive the Architectural Review Board required review in light of the circumstances. Council will look at the application and there is also a ten-day appeal period. He suggested that the Board of Adjustment could have a representative present.

**4) New Business:**

- A) Case # 01-V-12  
Edy Guerra & Beatriz Terry  
145 Deer Run  
Zoning: R-1A Single Family Residential  
Lot Size: 125 ft. x 75 ft.**

Applicants are seeking a variance from Code Section 150-017 Recreational vehicles (B) *Parking and storage*: To store a recreational vehicle in the side yard.

City Planner Jim Holland stated that he visited the property and found that where the boat is presently located in the side yard is the only place it will fit on the lot. He said that Mr. Guerra submitted a drawing that indicated a gate. His recommendation would be to approve the variance with the condition that a gate be constructed in the front yard to preclude visibility from the street. He noted that there is a hedge and some fencing to the east of the boat and it is not particularly visible from that neighbor.

City Planner Holland advised the board members that he did not receive any courtesy response letters.

Chairman Pérez-Vichot asked if the boat encroaches into the front yard and City Planner Holland replied that it does not.

Applicant Edy Guerra commented that he had a courtesy notice response in agreement from his neighbor.

City Attorney Seiden stated that he would need the letter for the record.

Chairman Pérez–Vichot asked the applicant if the top on the boat could be removed and the applicant stated that it cannot be removed.

Chairman Pérez–Vichot explained that the applicant would need to screen the front of the boat with a gate of at least six feet high.

Applicant Edy Guerra understood and agreed to install a gate of at least six feet high.

Chairman Pérez–Vichot asked if there was anyone who would like to speak in favor or opposed to the proposed variance and there were no comments.

Chairman Pérez–Vichot clarified that there is no other location on the property for the boat and there is no access from the alley.

**Board member Aloma moved to approve the variance with the condition that the applicant will properly screen the front of the boat with a gate of at least six feet. Board member Fajardo seconded the motion which was carried unanimously on voice vote.**

City Attorney Seiden explained to the applicant that this Board only makes recommendations to Council who will review the minutes at their regular meeting on Monday, February 13, 2012, but they will not discuss the case. He reminded the applicant of the ten-day appeal period and advised them to stay in touch the City Planner after the appeal period to see if any appeals have been filed.

**5) Other Business:**

None.

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**6) Adjournment**

There was no further business to be discussed and the meeting was adjourned at 8:04 p.m.

Respectfully Submitted,

Elora R. Sakal  
Board Secretary

Approved as \_\_\_\_\_ during meeting of: \_\_\_\_\_

Transcription assistance provided by Suzanne Hitaffer.

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

\*\*\*\*\*  
*“The comments, discussions, recommendations and proposed actions of City Citizen Advisory Boards do not constitute the policy, position, or prospective action of the City, which may only be established and authorized by an appropriate vote or other action of the City Council”.*  
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