

DRAFT



CITY OF MIAMI SPRINGS, FLORIDA

The **Miami Springs Historic Preservation Board** met at 7:00 p.m. on Thursday, September 20, 2012 in the City Hall Council Chambers.

The meeting was called to order at 7:09 p.m.

1) Call to Order/Roll Call

The following were present:

- Vice Chair Sydney Garton
- Charles M. Hill
- Yvonne Shonberger
- Michael Windrem

Absent: Chair Mary Ann Goodlett-Taylor

Also Present: Board Secretary Elora R. Sakal

2) Approval of Minutes: August 16, 2012 Regular Meeting

Minutes of the August 16, 2010 meeting were approved as written.

Board member Hill moved to approve the minutes and Board member Shonberger seconded the motion, which carried unanimously on voice vote.

3) Old Business:

a. Proposed Designation of the H. O. Goodlett House – 141 Shadow Way

Vice Chair Garton commented that Deputy Clerk Hitaffer added some of the information that the Board had placed in the designation report at the last meeting. She noted that there were a couple of items that were only discussed and not incorporated into the designation report.

Board member Hill said that Deputy Clerk Hitaffer gave the Board clarification regarding the date when the town was incorporated into a City.

Vice Chair Garton stated that nothing more was added about Hugh Frank and everyone seems to have an opinion on whether or not there should be more information about him in the report. She asked the Board members what their thoughts were on this topic.

Board member Hill suggested including the information regarding the street name that was named after Hugh Frank.

Vice Chair Garton commented that there are two points of interest stated in the proclamation regarding Hugh Frank. The first one is that they named a street after him and the second is that there was a "Hugh Frank Day". She feels that these topics are significant.

Board member Hill asked if the Board wanted to discuss the fact the Hugh Frank was honored as a pioneer.

Board member Shonberger asked when he was honored as a pioneer and when he had the street named after him and Vice Chair Garton replied that he was honored as a pioneer in 1985 and the street was named after him on October 11, 1974 when he retired. The next day was declared "Hugh Frank Day" on October 12, 1974.

Board member Windrem said that all of those items are related to Hugh Frank and his achievements, but they do not have any bearing on the Goodlett House designation. He does not believe they need to be added to the designation report.

Board member Shonberger asked if the Hugh Frank home had been designated and Vice Chair Garton responded that the Hugh Frank home was not designated.

Board member Shonberger stated that if the Board does not put the information about Hugh Frank in the Goodlett House designation report there needs to be some reminder to include it in the designation report for the Hugh Frank house.

By consensus, the Board agreed to accept the designation report for the H. O. Goodlett House as it currently reads and not include any additional information.

Vice Chair Garton commented that the architecture section of the report was very specific and she asked if anyone had anything else they wanted to add.

Board member Shonberger said that the Board had previously discussed having a final review to ensure that there was no additional information to include in the report.

Vice Chair Garton noted that the architecture section explains that the current homeowners still maintain the architectural integrity of the home.

To answer Board member Windrem's question, Vice Chair Garton replied that the current homeowners are Eden A. Torres and his wife Maria Torres.

Board member Windrem asked if the homeowners were invited to participate in the designation procedure and Vice Chair Garton clarified that they were sent a letter.

Board member Windrem asked if the homeowners had any information or background that could help the board.

Board member Shonberger replied that they did not provide any information.

Vice Chair Garton asked if there was anything to add to the architecture section and the Board agreed that there was nothing else to add.

Board member Hill moved to approve the H.O. Goodlett Highhouse Designation Report. Board member Shonberger seconded the motion, which was carried unanimously on voice vote.

4) New Business:

Vice Chair Garton commented that she has a list of historic sites in Miami Springs that is out of date and she penciled in certain dates that need to be incorporated into the list. There are many dates missing on certain sites such as the year built, year designated and the year demolished. She would like to entertain a motion asking that the list be updated.

Vice Chair Garton explained that the H. H. Highhouse was listed as the first priority to designate and the second home is the Carey-Dant house, which have already been designated and can be deleted from the list. The next home would be the Michael House and priorities should be added to the other houses on the list.

Board member Windrem believes that the Hequembourg House demolition date was October 1, 2010 and he will check to verify that this is the correct date.

Vice Chair Garton commented that there is no column on the list for the demolition date and that the demolition dates need to be found for the Heermance and the Kendall-Rogerson houses.

Board member Windrem stated that Deputy Clerk Hitaffer might have an updated list.

Vice Chair Garton explained that she realized that the list was not updated and she asked the Board Secretary to check to see if there is a more updated list. She will provide her updated list with the penciled in notes so that it can be copied and updated.

Vice Chair Garton commented that the next three priorities for designation are the Michael House, the Hugh Frank House, the Pine Apartments and Dr. Jeffries House.

Board member Shonberger asked how the Pine Apartments got to be so high on the list and Vice Chair Garton replied that there is no address and no year built and it would be nice to get that information.

Vice Chair Garton asked if the Pine Apartments should be removed from the priority list.

Board member Windrem said that the issue is that the board makes a list of priorities that will last approximately 4 years. He suggested that the Board should check their progress twice a year.

Vice Chair Garton stated that the priorities would be four and five on the list and she would ask for a motion to remove the Pine Apartments.

Board member Shonberger made a motion to remove the Pine Apartments from the designation priority list. Board member Hill seconded the motion, which was carried unanimously on voice vote.

Board member Shonberger commented that the Hugh Frank house was used as a bunk house for railroad employees and then it was moved to 230 Fern Way.

Vice Chair Garton stated that a public hearing will have to be established for the designation of the Goodlett House and the next meeting is on October 18, 2012.

Board member Shonberger moved to hold a public hearing on Thursday, October 18, 2012. Board member Hill seconded the motion, which was carried unanimously on voice vote.

Board member Shonberger questioned if the Board is allowed to designate Miami Springs Elementary and what the complications would be.

Board member Windrem said that the Elementary School can be designated in the same way as the Golf Course using the special designation. The school would be very excited and it could be turned into an event with the kids and give good exposure to the Board. He would suggest that Miami Springs Elementary School be placed as the first priority on the list of designations.

Board member Windrem asked in what year Miami Springs Elementary School was built.

Board member Shonberger replied that it was built in 1937.

Board member Windrem said that it is Miami Springs Elementary School's 75th year and it is the perfect time to designate it.

Vice Chair Garton asked the Board members if the Elementary School should be moved to the first priority.

Board member Windrem stated that he does not believe the County would have any response to the designation as long as it is made clear that it is a designation in name only and does not have any zoning restrictions.

Board member Shonberger believes there could be some issues with the County.

To answer Board member Windrem's question, Vice Chair Garton commented that the entity to reach out to would be the School Board.

Discussion ensued regarding whether to change the numbering of the priorities on the designation list.

Board member Windrem suggested not having a numbering system and that the Board could decide twice a year what is the priority to work on for the next six months.

Vice Chair Garton was of the opinion that the priority list works fine.

Board member Windrem said that the Board should have three priorities at a time. The first priority would be the Elementary School, the second would be the Michael House and the last would be the Hugh Frank House.

Board member Windrem moved to make Miami Springs Elementary, the Michael House and the Hugh Frank House the top three priorities. Board member Hill seconded the motion, which carried unanimously on voice vote.

Board member Windrem asked what was going on with the Osceola Apartments and Board member Shonberger responded that it is currently being renovated.

Discussion ensued regarding 22 Pinecrest Drive and 851 Hunting Lodge Drive which are historically designated properties that were allowed to deteriorate to an unsalvageable state.

Board member Hill asked how the Board could have any control over designated homes that are deteriorating and Board member Windrem replied that it would probably be up to the Police and Code Enforcement.

To answer Board member Shonberger's question, Vice Chair Garton stated that the Hunting Lodge was built in 1924 and designated in 1994.

5) Reports/Requests:

None.

6) Adjourn

There was no further business to discuss and the meeting adjourned at 7:55 p.m.

Respectfully Submitted,

Elora R. Sakal
Board Secretary

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.



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, September 27, 2012 has been canceled in advance.

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

Magali Valls, CMC
City Clerk

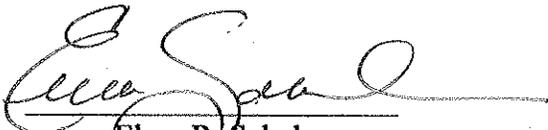
cc: Mayor and Council
City Manager
Assistant City Manager/Finance Director
City Attorney
Code Review Board Members and Secretary
Post



Zoning and Planning Board

Cancellation Notice

The Zoning and Planning Board meeting of Monday, October 1, 2012 has been canceled in advance.


Elora R. Sakal
Board Secretary

cc: City Council
City Manager
Assistant City Manager/Finance Director
City Attorney
City Planner
City Clerk
Zoning and Planning Board Members
Post



City of Miami Springs, Florida

Architectural Review Board

CANCELLATION NOTICE

The Architectural Review Board meeting of October 3, 2012 has been canceled in advance.


Elora R. Sakal
Board Secretary

cc: City Council
City Manager
Assistant City Manager/Finance Director
City Attorney
City Clerk
Planning and Zoning Director
Architectural Review Board Members
Post



City of Miami Springs, Florida

Board of Parks and Parkways

CANCELLATION NOTICE

The Board of Parks and Parkways Regular Meeting of Thursday, October 11, 2012 has been canceled in advance.



Elora R. Sakal
Board Secretary

cc: City Council
City Manager
Assistant City Manager/Finance Director
City Attorney
City Clerk
Board of Parks and Parkways Members
Public Works Director
Post

DRAFT



CITY OF MIAMI SPRINGS, FLORIDA

The **Miami Springs Education Advisory Board** met at 6:30 p.m. on Tuesday, September 18, 2012, in the City Hall Council Chambers.

The meeting was called to order at 6:32 p.m.

1) Call to Order/Roll Call

The following were present:

- Vice Chair Dr. John Salomon
- Michael G. Hunter
- Golnaz Sami*
- Dr. Mara Zapata

* Arrived at 6:34 p.m.

Also Present: Deputy City Clerk Suzanne Hitaffer

2) Approval of Minutes: May 15, 2012 Regular Meeting

Minutes of the May 15, 2012 meeting were approved as written.

Board member Zapata moved to approve the minutes. Board member Hunter seconded the motion, which carried 3-0 on voice vote.

3) Introduction of New Board Members

Vice Chair Salomon announced that Board member Hunter was introduced at the last meeting. He informed the Board that Chair Rob Gordon had resigned to spend more time with his family and his replacement had not been appointed yet. He is thankful for the time that Mr. Gordon spent on the Board.

4) Selection of Chair(s)

Vice Chair Salomon asked the Board members for nominations for Chair and Vice Chair.

Board member Hunter nominated Dr. John Salomon to serve as Chairman. Board member Zapata seconded the nomination, which carried 3-0 on voice vote.

Board member Hunter nominated Dr. Mara Zapata to serve as Vice Chair. Chairman Solomon seconded the nomination, which carried 3-0 on voice vote.

* Board member Sami arrived at this time.

5) Introduction of New Regional and Local School Officials

Chair Salomon announced that there were new school officials in the audience and he welcomed Central Region Superintendent Dr. Albert Payne. He said that Ms. Lubby Navarro from Miami-Dade County Public Schools is present to provide a report from the District.

6) District Presentation

Lubby Navarro, Director, Office of Intergovernmental Affairs, Grants Administration and Community Engagement for Miami-Dade County Public Schools distributed handouts on 21st Century Schools. She is looking forward to a great school year and working on many initiatives to provide resources and better partnerships between the City and the schools.

Ms. Navarro informed the Board that it would be beneficial to review the education compact in terms of the needs of the schools and to identify and survey the Principals to see what issues they want to bring forward, including projects to provide resources or partnerships with community business members.

Ms. Navarro stated that the key driver of any compact is working together with the community and to assist the principals and students. She explained that the compact would be a topic for a future meeting and reviewing it would be a helpful exercise. She added that the partnerships with the schools become very valuable during difficult budget years when there is a lack of funding from the Legislature.

Ms. Navarro reported that the District had embarked on the 21st Century Plan, which is based on bonds for schools. The School District has a \$2BB deficit in the capital program for the repair and routine maintenance of the schools, including technology.

Ms. Navarro stated that the State Governor signed a bill allowing the School Board to provide questions to the voters and the Superintendent prepared a proposal to the School Board for consideration. Part of the proposal requires, based on Statute, that projects throughout the entire County be listed based on a needs assessment of the schools and they were considered and approved by the Department of Education.

Ms. Navarro explained that the School Board voted in favor of placing a question on the November 6th ballot. The District has embarked on a public awareness campaign through community meetings and the Superintendent has spearheaded the effort by speaking to multiple community groups on a daily basis to emphasize the importance and the need for school repairs.

The Superintendent hopes to make the bond referendum very transparent in order to inform community groups and members about the progress of the projects, according to Ms. Navarro. The District is currently exploring a twenty member citizen group that will function as the oversight board and will track the progress of the bond, provide recommendations for projects and give briefings at School Board meetings after the bonds are issued.

Ms. Navarro stated that this opportunity will extend the current 1998 bond into the issuance of a new bond, minimizing the debt that current taxpayers and property owners will have to bear. The proposed \$1.2 billion bond referendum is projected to have a minimal impact on the homeowner of \$5.00 annually per \$100,000 of taxable property value in the first year. The School Superintendent said that in order for students to learn in the 21st century, they must be housed in 21st century buildings. There is a correlation between the facility and the learning that goes on in that facility and the schools must move forward with updated technology.

Ms. Navarro explained that the District hopes that the Board can support the public awareness issue and provide a recommendation in an advisory capacity to the City Council asking them to consider supporting the bond issue. She said that the cities are the heart of the community and they are asking for their support. She added that the program will create 9,200 sustainable construction jobs in the community.

Chair Salomon said that he received the information on 21st Century Schools today from the Chief of Staff for Miami-Dade County Public Schools and the impact to the property owners is very minimal. He feels that many students will benefit and that the Board should make a resolution to support the issue.

Board member Hunter asked if the bond were approved if there were any specific funds available that would be slated for renovation in the City of Miami Springs' schools.

Ms. Navarro replied that there are projects in every school that can be identified by the Principals and every school will benefit based on the needs assessment. There is no associated value because it changes over time; the projects are designated and they will go through the citizen advisory committee with final approval by the State.

Board member Hunter suggested that a list could be provided to the Board of specific projects that will be done in the Miami Springs' schools and the cost associated if the bond issue is approved. He said that a recommendation could be made to Council informing them that the projects will be done based on the approval of the bonds.

Ms. Navarro offered to provide a municipal list of projects through the Office of Facilities, although it would not include the associated cost. She added that the school Principals can report on the specific projects for their schools.

Vice Chair Zapata moved to make a recommendation to Council to support the public awareness of the bond issue based on the Education Advisory Board's support. Board member Sami seconded the motion, which carried unanimously on voice vote.

Ms. Navarro thanked the Board for their support and she hopes this will become a reality for the schools and the students.

Ms. Navarro announced that Region Superintendent Dr. Payne and Region Director Richard Vidal were present and even though there was a reconfiguration, the Central District has the same staff, except for the new Superintendent.

Chair Salomon told an inspirational story about a student at this school who was in a wheelchair and needed clothing. He spoke with the student's parents and learned that they were going through difficult economic times and that any help would be appreciated. Through his efforts, the efforts of the school nurse and other student clubs and organizations, he was able to provide an entire wardrobe for the kid who was very appreciative.

Chair Salomon said that there are moments like this when it is a qualitative experience, not quantitative, that happens within the educational setting; it is not about the actual learning and passing tests; it is these kinds of experiences that shape people. There is an opportunity each and every day to be a force of change in the City for the better. Actions and compassion for others can inspire colleagues and students and people can stand up for those who cannot stand for themselves. Most importantly, the torch of education can be raised higher than in the past as we build a culture that fosters community involvement in education.

Region Superintendent Dr. Albert Payne stated that he is not unfamiliar with Miami Springs, because prior to last year he was the Administrative Director of the Regional Center representing the City. He knows the City well and that the work of the Education Advisory Board is very important.

Dr. Payne noted that some very good questions were raised regarding the general obligation bond, how it would affect the Miami Springs' schools and how the students would benefit if the bond is approved by the voters. The bond will have a minimal cost per household based on the average value of a home at \$200,000, which is less than \$10.00, or \$5.000 per \$100,000. Miami-Dade County Public Schools is educating the community about the importance of the bonds based on the needs of the schools.

In regard to Miami Springs' schools, Dr. Payne said that they are wonderful schools with experienced leadership. He commented that Miami Springs Senior High School Principal Anna Rodriguez came from Ponce Middle School and the transition to the High School has been good for her.

Dr. Payne explained that the Regional Center supports the students and the needs of the schools and the community. He urged parents with concerns to contract the school Principals who have the ability to resolve issues or to contact Administrative Director Richard Vidal who is also available. Dr. Payne said that he can be contacted at 305.883.0403 and the Region Staff is available to serve the community.

Dr. Payne said that he spoke with Mayor Garcia regarding some concerns and they would be meeting to discuss the sidewalks at the High School. He assured the Board that Staff is available to serve the community and they would respond to any questions or concerns since the Regional Center is the direct link to the schools.

The Board members welcomed and thanked Dr. Payne.

7) Individual School Reports

Miami Springs Elementary School Principal Sally Hutchings reported on the base line and FAIR testing. Students are being grouped based on the results. She said that they are an "A" school and there was an increase in overall learning gains.

Principal Hutchings stated that enrollment is down by 90-100 kids at 544 students, which is 91% capacity. She continued to report on various field trips and programs. On behalf of the PTA, Principal Hutchings explained that the catalog sales have begun and they will continue to collect box tops and begin collecting Campbell labels. The PTA will host a Back to School dance and a Halloween dance.

Ms. Hutchings also reported that High school students will volunteer for the after school program. The school is still working on class size; the majority of the classes are "green." The school is partnering with Papa Johns, Chuck E. Cheese, Milam's Market and McDonalds.

Dr. Zapata asked about the after school care and if the students are working on Math and Science.

Principal Hutchings confirmed that the High School Math students are working with the students in the after care program. This is the first week of the enrollment for the enrichment and they were not able to find any advanced science students.

Springview Elementary School Principal Mayte Dovale reported that the school opening went smoothly. She reviewed the various activities, including the Open House, Parent Drop-in Day and the school's ability to earn the points to maintain an "A" in the FLDOE grading scale. Data chats are being held with teachers based on the student assessments and they are working to create the strategies and meet the goals for the School Improvement Plan.

Ms. Dovale said that the school currently has 462 students enrolled and the self-contained gifted program continues for grades 2-5, while first grade is a content based program. She continued to report on the various PTA activities and several events for the month of September, including Grandparents' Day, the Book Fair and PTA Movie Night.

Ms. Dovale reported that the school was awarded the Five Star Award for community involvement and the Golden School Award for volunteerism. The school will receive \$1,000 from Target.

AIE Charter School 5th grade teacher Mara Fenton reported that last year the school enrollment was for grades K-3 and now it is for grades K-7, with a total of 310 students, including the South Miami campus. She said that the Open House was held and the PTO Board was elected. She reviewed the various programs that were implemented in the classrooms, including Success Maker, Think Central, Pearson Science, Reading Plus, the website, etc.

Ms. Fenton added that a playground was built over the summer with the help of more than 300 volunteers. They also planted gardens, installed a stage with a podium and three outdoor classrooms. The PTA is fundraising for a canopy for the playground.

Ms. Fenton continued to report on the success of the Rosetta Stone language program, the various upcoming field trips, school activities, fundraisers and events.

Chair Salomon asked about the number of students who reside in Miami Springs and Ms. Fenton estimated that there were 40-60 kids.

Board member Hunter asked how many kids are Miami Springs' students out of the 310 students, including the South Miami Campus and it was estimated that there are 30-40 students at the South Miami campus and 270 in Miami Springs.

Board member Hunter asked if Reading Plus and Pearson Science were on-line programs that are being used as an additional tutorial methodology.

Ms. Fenton responded affirmatively and added that the programs are used for interventions throughout the day by all students, including those who are in remediation.

To answer Board member Zapata's question, Ms. Fenton clarified that the science program is additional to the hands on experience the students are getting; they conduct labs and are planning to form a Science Club. She also confirmed that the school is using the state adopted science materials, the same as other schools.

Miami Springs Middle School Principal Javier Diaz reviewed some of the school curriculum highlights. He reported that the FCAT school grade is a "C" with the new standards, even though the overall points improved. The most improvement was in the lowest 25% and 58% making learning gains in reading.

Principal Diaz commented that the school painting project was completed during the summer; two computer labs were added bringing the total to eight labs. In addition, eight honor class sections were added to the master schedule for this year. Class size is under 30 now. He continued reporting on the fall sports programs, school events and PTSA projects, including the future installation of a canopy over the outside patio area.

Principal Diaz reported that student enrollment is 1,551 students or 40 less than last year and the school capacity is around 115%.

Miami Springs Senior High School Principal Anna Rodriguez reported that the School Superintendent visited the school to initiate the only ITECH program in Miami-Dade County. She said that the program would not have been possible without everyone's support and their belief in the school leadership. In four years, students will graduate with all types of industry certifications and be able to write computer programs and applications. There are nineteen students that were initiated into the program.

Principal Rodriguez announced that for the first time the school has a Cambridge Program with thirty-six students and they are entering the world of competition with the other schools. She is proud to report that the school moved 60 points on the FCAT and the school grade has not been issued, but there was growth in every area.

Principal Rodriguez said that the award winning Mu Alpha Theta Math Club travels the entire nation under the supervision of the great Sam Koski. She mentioned that Pablo Hernandez is the first Hispanic President of the Club; Henry Laney is a National Merit Scholar semi-finalist. The Anchor Club is collecting cans as part of Pledge and Service Week and toys and uniforms for an elementary school in Little Haiti.

Principal Rodriguez reported on the upcoming Homecoming activities, the FEA Club, Parent/Senior Night, athletic accomplishments, and Saturday tutoring. The school now has wireless "hot spots" for students to be able to use their own computer devices. Students in the ITECH program will receive a laptop to take home.

To answer Chair Salomon's question, Ms. Rodriguez replied that last week the total student population was 1,898 or approximately 80 students less than last year. The school is at approximately 96% capacity.

Board member Hunter asked about the number of Cambridge classes the school is offering.

Principal Rodriguez responded that the Cambridge program began with a solid language arts class and they are planning to build the program in other areas. The program was approved in July and they are hoping to open four additional classes next year.

Board member Sami asked if the ITECH program will be on the magnet application and Ms. Rodriguez responded affirmatively.

To answer Vice Chair Zapata's question, Ms. Rodriguez clarified that most of the ITECH students are from Miami Springs and the Cambridge program is an advanced program that is comparable to Advanced Placement (AP).

Vice Chair Zapata commented that she had always wondered why the schools in Miami Springs do not participate in the AVID program for those students in the academic middle that have huge potential. This program is proven through years of research and data and she would like to see it used in the Miami Springs' schools.

Principal Rodriguez explained that the school has seventeen new AP sections this year for those students who are in the middle and need motivation.

All Angels Academy representative Terry Alexander stated that school began after Labor Day. She reported on the sports programs, PTO meetings, the "We the People" competition, the Florida History Fair, the Farmers Market and the academic enrichment after school programs. She said that the enrollment is 95 students and the school has capacity for more.

8) PTA/PTSA Reports

This item was discussed in conjunction with the School Reports.

9) Education Advisory Board Goals

Chair Salomon asked for comments or suggestions for the Education Advisory Board goals for this year and the needs of the school Principals.

Springview Principal Dovale said that volunteers are always needed to assist in media center and to work with the students. The school has wireless connectivity, smart boards, and document cameras, but there is an issue with mounting the projectors in twelve classrooms, which is estimated to cost \$7,000 to \$8,000.

Lubby Navarro recommended the identification of businesses and stakeholders in the community who could sponsor and partner with the schools. She said that businesses should be invited to visit the schools and the Chamber of Commerce should be invited to the Education Advisory Board meetings. She said that Miami Beach Chamber of Commerce holds an annual fundraiser for schools and the partnership comes through the committee with the help of City resources.

Principal Dovale presented a recommendation from the school Principals to reduce the number of Education Advisory Board meetings because it would allow them to bring more items to the table. She suggested meeting every nine weeks.

Board member Hunter agreed with Ms. Navarro's suggestion to review the education compact as a group and to look at what the compact enables the board to do; it seems that fundraising might be included. He would like to solidify a specific purpose as opposed to just receiving meeting notes from the Principals.

Chair Salomon asked Ms. Navarro if she could highlight significant points in the education compact and distribute it to the Clerk of the Board.

Ms. Navarro responded that she has a running matrix that is her working document. In some cities, they structure their committee agendas with the headers in the compact, based on their projects for the year. She used student achievement as one example and reiterated the importance of identifying business partners and reviewing the education compact. She suggested that the Board should identify a working project that is a staple item on every agenda. The Principals know first hand what the schools need and the Education Advisory Board should support their recommendations.

Vice Chair Zapata asked if it would be helpful for any of the Board members to participate in school committees or in the development of the School Improvement Plan (SIP). She felt that this would allow a tangible awareness of what the plans are and how the Board can support those plans.

Ms. Navarro responded that the Board should identify the needs of the students and it could be based on the recommendations in the SIP. She was hoping to hold an informal study over the summer to lay out this year's project and student achievement should be the driver behind the work.

Chair Salomon asked for suggestions from the Board members in order to move forward.

Vice Chair Zapata suggested that the focus should be on the individual schools. The elementary school students are from this geographical area, the middle school has different needs based on students coming in from other areas and the High School may also have different needs.

Chair Salomon asked the school Principals if they could prepare a document listing the major needs.

Dr. Payne said that he liked Dr. Zapata's suggestion to focus on the individual schools because it is important to identify the needs. He will ask the Principals to develop specific goals for their schools and this information can be passed on to the Education Advisory Board. The Principals should meet with their Staff and give some consideration to what their needs are and the specific goals to address. He said that there should not be too many goals; the goals should be possible to achieve and ones that will make a difference for the students.

Board member Hunter commented that he would like more than a "shopping" list. He would like to know the strengths that can be built upon so that Miami Springs can be identified with areas of excellence, like mathematics. There should be a coordinated plan to feed the program into the future by developing students from the 1st grade and higher who will participate in ITECH or the Cambridge Program. He would leverage the strengths and reach out to the community for support.

Chair Salomon felt that Board member Hunter raised an interesting point and perhaps the strengths and deficiencies of the schools should be addressed in order to create a plan. He reiterated that he would like a copy of the compact matrix in advance of the next meeting.

Board member Hunter added that he would like a complete copy of the education compact.

10) Other

Board member Sami suggested discussing the status of the Youth Advisory Council. She asked how many applications were received and the Board Secretary informed the Board that only one application was submitted from a non-resident.

Board member Sami stated that the Board should readdress the issue and Board member Hunter suggested that the school Principals could help with implementing the Youth Advisory Council.

Chair Salomon clarified that a system was put in place last school year for the Youth Council and he does not know why there was an issue with attracting students to participate. He said that this could be an item for the next agenda.

Ms. Sami explained to the Principals that the Youth Advisory Committee is comprised of a student from each school in the fifth grade or higher and they must be a resident of Miami Springs. She has applications for any of the schools that might need them.

Chair Salomon summarized the following items requested for the next meeting:

- A copy of the education compact, including the matrix and the complete version.
- Information from the Principals listing the strengths and deficiencies of the schools.
- Discussion on how to involve the Chamber of Commerce through the City Council.

11) Adjourn

There was no further business to discuss and the meeting adjourned at 7:54 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.



CITY OF MIAMI SPRINGS, FLORIDA

The **Ecology Board** met in Regular Session at 7:00 p.m., on Tuesday, September 25, 2012 in the Council Chambers at City Hall.

1) Call to Order/Roll Call

The meeting was called to order at: 7:05 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 June 26, 2012 were approved as written.

Board member Aguila moved to approve the minutes. Board member Malek seconded the motion which was carried unanimously on voice vote.

3) Old Business:

a) Report on C.U.T.E Project

Board member Malek said that there is no new information regarding the C.U.T.E project. He went by the schools in Miami Springs and noticed that they were in pretty bad condition. He believes that the next step would be to talk to someone at the schools to see what information he can get to move forward.

Vice Chair Anderson-Booher commented that anyone who wants to enter the school grounds has to go through a process to become a level one volunteer.

Board member Aguila noted that the application to become a level one volunteer can be completed online.

Chairman Crossland stated that he believes it should be up to the schools to maintain their property.

b) Litter Report by Ecology Board Members

Board member Aguila said that she looked at the parks and they were pretty clean because Public Works maintains those areas. She would like to see recycling bins at the parks because there are none. She suggested asking Public Works Director Tom Nash if recycling bins can be placed at all of the parks in Miami Springs.

Chairman Crossland stated that he looked at the bicycle/walk paths and he found that they were surprisingly clean. The issue with the bike/walk paths is the heavy amount of traffic that goes by and people throw trash out of their windows.

Vice Chair Anderson-Booher commented that the area with the most trash is by the Bell South building.

Discussion ensued regarding school swales collecting a lot of trash.

To answer Vice Chair Anderson-Booher's question, Board member Aguila said that there is a recycling bin in front of the Starbuck's.

Vice Chair Anderson-Booher stated that Canal Street has a lot of trash and sometimes the area around the tennis courts gets littered.

Chair Crossland asked what areas would be the main focus to clean and Board member Aguila stated that Ludlam Drive, Royal Poinciana and around the schools would be good areas to focus on.

Chairman Crossland suggested the Downtown Area should be a main focus as well and the Board members agreed.

Board member Aguila commented that the swale around the clay pit is also an area that collects a lot of trash.

Discussion ensued regarding the ownership of the parking lot across from Miami Springs Senior High School.

The board would like to know the answers to the following questions from Mr. Nash:

- Who owns the parking lot across from Miami Springs Senior High School?
- Who owns the swale around the clay pit?
- Who owns the swale around the schools?

Board member Aguila offered to ask Blessed Trinity how their maintenance works for the swales around the school.

The Board members agreed to place this item on the next agenda for further consideration.

c) Environmental Tips for the Gazette

Chair Crossland said that he continues to provide information to Carol Foster and if any other Board members would like to send her information they can do so by emailing her directly or sending the information to Board Secretary Elora Sakal and she will forward it to Ms. Foster.

4) New Business:

a) Adopt A Street Discussion

Board member Aguila commented that she found some information online from another state for an Adopt-A-Street program and she asked Board Secretary Sakal to provide the Board with copies to review. The packet has a lot of good information and she feels that it would be a good starting point.

To answer Board member Aguila's question, Board Secretary Sakal stated that she will attach the packet to the minutes for the record.

Chairman Crossland said that this packet is great and simple and it would probably work for the City.

Board member Aguila commented that that Home Depot might like to donate supplies.

5) Other Business:

Board member Aguila said that she was not able to attend the 4th of July event and she is unaware if there was recycling available.

Vice Chair Anderson-Booher replied that there was recycling at the 4th of July event.

Board member Aguila hopes to see recycling bins at the upcoming Halloween event.

Board member Aguila questioned if Vice Chair Anderson-Booher could make an appointment to watch the Sunshine Law video because it is important information to know.

Board member Aguila commented that she has learned from the video that Board members cannot communicate with each other through email and all correspondence must be sent to the Board Secretary and she can distribute it to all Board members.

Board member Aguila said that she would like to see the recycling bins for the parks as a new item on the next agenda.

Discussion ensued regarding signage being placed outside City Hall to advise residents of advisory board meetings.

Board member Aguila asked who the Board members would need to speak to regarding the signage and Board Secretary Sakal replied that she believes the person to talk to would be the City Manager.

By consensus, the Board agreed that they would like to know if signs can be placed outside advising the residents of an advisory board meeting.

Discussion ensued regarding the contact information for the Education Advisory Board and asking for their assistance regarding the issue with trash around the school.

6) Adjournment

There was no further business to be discussed and the meeting was adjourned at 7:43 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".

County of Stanislaus



DEPARTMENT OF PUBLIC WORKS

Adopt-a-Road Program Guide

MISSION

Manage and improve infrastructure through safe and efficient use of resources and assets for the benefit of our citizens.

VISION

Strive to be the leading Public Works Department through innovative stewardship of infrastructure and environment.



Date: _____

Dear Prospective Volunteer:

Thank you for your interest in the County of Stanislaus Adopt-a-Road Program. The Adopt-a-Road Program Guide is designed to make the program easy to understand and participate in. The list below describes the contents of this Guide and gives simple directions to follow. To complete the application process, you will need to fill out and return pages 6, 8, & 10 of the Guide. Our Coordinator will meet with you to fill out page 7, and after each clean-up, you will need to fill out and return page 12, (and page 8 if updated). Please read each section of this Guide and call the Program Coordinator at (209) 525-4130 if you have any further questions.

Sincerely,
Gary Hayward
Adopt-a-Road Program Manager

The following is a summary of the activities detailed in the following guide.

GUIDE CONTENTS:

Fact Sheet (Page 3)

This sheet provides general information about the Adopt-a-Road Program.

Frequently Asked Question Sheet (Page 4 – 5)

This sheet answers some of the most frequently asked questions about the program.

Adopt-a-Road Application (Page 6)

The form needs to be filled out by the organization or individual wanting to adopt a road. The group leader should mail the application to the Adopt-a-Road Program Coordinator.

Acceptance and Conditions (Page 7)

The form defines the responsibilities of the adopting organization as well as the County of Stanislaus, Department of Public Works. The form needs to be filled out and signed by the group leader. This form shall be mailed along with the application. The Program Coordinator must receive the signed form before the first cleanup can be scheduled.

GUIDE CONTENTS - CONTINUED

Hold Harmless (Page 8)

This form needs to be signed by each volunteer participating in the cleanup. All participants under the age of 18 must have a parent or guardian signature. A copy must be sent to the Program Coordinator and the group leader should keep the original. If any new volunteers participate during following cleanups and did not sign the original, have them sign and send an updated copy to the Program Coordinator.

Recognition Sign Request (Page 9 and 10)

Group leaders must complete this form to request the installation of two (2) Adopt-a-Road recognition signs. As shown on this sheet, the County will provide two (2) plates showing the organizations name, one (1) located at the beginning of each street section. Organizations also have the option of placing their organizations logo on the plates after the logo has been approved by the County.

Equipment Kit Contents (Page 11)

The group leader should use this list as a guide when picking up the safety equipment. All listed items should be included inside the Equipment Kit. If any items are missing, please inform the Program Coordinator. During your Adopt-a-Road cleanup, safety equipment is required. This equipment can be reserved for your group by calling the Program Coordinator at least five (5) business days in advance of the cleanup date to arrange for a specific time to pick up the safety equipment.

Completion Form (Page 12)

After each cleanup, group leaders must mail, fax, e-mail, or bring in the Completion Form to the Program Coordinator to report the figures as requested. The group leader should make several Blank copies of this form to keep in their adopt-a-road file for later use.

Safety Guidelines (Page 13)

All volunteers participating in the cleanup will need to be familiar with the Safety Guidelines Sheet. This can be used as a reference in the field, in addition to the Safety Orientation Class.

Items to Bag, Move, or Leave (Page 14 – 15)

Volunteers working along the roadside will find all types of garbage to bag. However, some of the items found should be left where they are found. The list on page 16 clarifies which items to bag, move, or leave

Garbage Bag Placement Plan (Page 16)

This drawing on this page shows a sample setup for an Adopt-a-Road cleanup. Safety is the number one priority during all cleanups. Your Program Coordinator will make adjustments to the setup of safety equipment and garbage bag placement, if necessary.

County of Stanislaus

Adopt-A-Road Fact Sheet

The Adopt-a-Road Program involves volunteer organizations picking up litter on the roadside of local County of Stanislaus streets. The cleanup area may be as much as the volunteer organization can control, but no less than 1/2 mile long. Volunteer organizations will need to clean each street section 2-4 times per year. In addition, the leaders of each organization along with the initial volunteers are required to attend a Safety Orientation class. Group leaders will be responsible for training any additional future volunteers. Organizations are also required to fill out an Adopt-a-Road Application, and Release of Liability form, before cleanup can begin. Organizations are required to contact the Program Coordinator two business days prior to their scheduled cleanup and within 1 business day following the cleanup. In addition, once cleanup is completed the organization will need to fill out a Completion Form and return to the Program Coordinator via mail, fax, or e-mail.

The County of Stanislaus, to show its appreciation, will provide two (2) Adopt-a-Road signs, one at each end of the adopted section to show where the organization is working. Signs will display the organizations name and logo (to be provided by organization), but no addresses or phone numbers are allowed.

The County will supply garbage bags and safety equipment to the volunteers and will provide garbage pickup service.

The Adopt-A-Road Program hopes to prove successful in improving appearance through litter pickup and is a great way for community based organizations/groups and businesses to show their involvement in the community. This Program will provide another opportunity for business and community based organizations/groups to work together in this effort. Anyone interested in this program should contact the following:

County of Stanislaus
1716 Morgan Road
Modesto, CA 95358
(209) 525-4130
www.stancounty.com

County of Stanislaus

Adopt-A-Road Frequently Asked Questions

FREQUENTLY ASKED QUESTIONS:

1. *What is the Adopt-A-Road Program?*

It is a program where organizations take on the responsibility of picking up litter on a specific section of roadway. Volunteer organizations are recognized by having their name and/or logo (logo to be provided by organization) on two (2) roadside signs provided by the County of Stanislaus.

2. *How do organizations adopt a road?*

(1) Contact the Adopt-a-Road Program Coordinator, at the County of Stanislaus, Department of Public Works at 1716 Morgan Road, Modesto, California, 95358, (209) 525-4130. (2) A member of our staff will discuss with you which street(s) are available for adoption and send you a Program Guide to complete. (3) After completion of the application, and review by our Program Coordinator, arrangements will be made to finalize the adoption.

3. *Is this anything like the Adopt-a-Highway Program sponsored by the California Department of Transportation (CalTrans)?*

Yes, the Adopt-a-Road Program is very similar to the state program, but it only involves local streets within the County of Stanislaus.

4. *Isn't working along the road too dangerous for volunteers?*

Each volunteer's safety is extremely important to us. Therefore the leaders of each organization along with the initial volunteers are required to attend a Safety Orientation class. Group leaders will be responsible for training any additional future volunteers. In addition, safety vests and brightly colored garbage bags will be provided.

5. *If someone is injured while participating in the Adopt-a-Road Program, who is responsible for their injuries?*

The Adopt-a-Road Program is a volunteer program. All volunteers agree to participate in this program at their own risk. During the adoption process each member of the organization will be required to sign a Hold Harmless form.

6. *Is there a minimum length of street to be considered?*

Yes, a minimum of 1/2 mile long is necessary for operational efficiency and bookkeeping. Exceptions may be made for difficult areas on a case-by-case basis.

QUESTION/ANSWER SHEET – CONTINUED

7. How long is an adoption period?

An adoption period is two (2) years.

8. How many times per year does an organization have to pick up litter along the adopted street?

Each adopted street must be cleaned of litter 2-4 times per year, depending on the street section. Some sections have a history of accumulating a lot of litter (4 times), while others only require an occasional cleanup (2 times).

9. Once the organization's volunteers fill up the garbage bags, who picks them up?

Once the County Program Coordinator has been notified by an organization that trash pickup has been completed, the County will schedule pickup of the bags.

10. Who provides the Adopt-a-Road Signs?

The County of Stanislaus will provide two (2) Adopt-A-Road signs, one sign at each end of the adopted street section. The signs will provide the sponsoring organizations name in sufficient detail to identify the organization. Organizations also have the option of placing their organization's logo/name on the sign. Organizations requesting a logo or name written in a special writing style (font) will be able to take the plate (described below) to a private sign shop where upon their logo and/or name can be placed. **All logos must be approved by the County.** Once the plate is completed and returned to the County, arrangements will be made to place the plate on the permanent adopt-a-road sign within 30 days after the initial cleanup. No street address or telephone number will be included on the signs. The County will maintain the signs.

11. What size are the Adopt-a-Road Signs?

Each permanent adopt-a-road sign measures 36" x 36". Within the sign is a removable plate which measures 30" x 12". Adopting organizations will be able to have their name placed on this plate by the County.

12. How soon after adoption will the Organization be recognized with an Adopt-a-Road Sign?

Volunteers will be recognized for participation in the Adopt-a-Road program within thirty (30) days after the first cleanup.

Please call the Adopt-a-Road Program Coordinator with any further questions at (209) 525-4130 or haywrdg@stancounty.com.

County of Stanislaus

Adopt-A-Road Application

Name of Organization

Date of Application

Mailing Address

City, State, Zip Code

Name of Contact

Telephone

Name of Alternate Contact

Alternate Telephone

Mailing Address, City, State, Zip Code

Street Section you are interested in adopting. List in order of preference. Please specify limits from/to.

1. _____
2. _____
3. _____

The adopter agrees to follow safety tips and to indemnify and hold harmless the County of Stanislaus, its Board of Supervisors, officers, directors, agents, employees, and volunteers from and against any and all claims, demands, actions, losses, liabilities, damages, costs, and expenses, including reasonable attorneys' fees and damages of any nature whatsoever to any person or property, arising out of or resulting from the performance or non-performance of this Agreement.

Signed _____
Authorized Signature of Adopting Organization

Date

County of Stanislaus

Adopt-A-Road Application Acceptance and Conditions

The adopting Organization agrees to participate in the program by 1) picking up litter along the specified roadway within the time limits agreed upon below, 2) following the Safety Tips and procedures as described in the Safety Orientation class, and 3) signing the release of liability forms included.

If, in the sole judgment of the County of Stanislaus, it is found that the adopting group is not meeting the terms and conditions of this agreement, upon thirty (30) days notice, the Department of Public Works may terminate the adoption agreement.

The County of Stanislaus will provide two (2) 36" x 36" Adopt-a-Road signs, one at each end of the adopted street section. Affixed to each sign will be a 30" x 12" plate displaying the organizations name in sufficient detail to identify the organization. Organizations requesting a logo or name written in a special writing style (font) will be able to take the 30" x 12" aluminum plate (provided by the County) to a private sign shop where upon their logo and/or name can be placed. The County of Stanislaus retains the right to reject, without cause or explanation, any symbol or seal the County of Stanislaus determines unacceptable. **All logos must be approved by the County.** Once the plate is completed and returned to the County, arrangements will be made to place the plate on the permanent adopt-a-road sign. Organizations will be recognized via their name/logo on the permanent signs for participation in the Adopt-a-Road program within thirty (30) days after the first cleanup.

The County of Stanislaus recognizes _____ as the adopting organization and promoting a litter-free environment on the section of roadway described as _____ between _____ and _____ in the community for a period beginning on _____ and ending on _____ with cleanup to be _____ times per year.

Gary Hayward
Adopt-a-Road Program Coordinator

Print Name of Authorized Signature for Group

Authorized Signature for Group

Date

Jan	Feb	Mar
April	May	June
July	Aug	Sep
Oct	Nov	Dec

Anticipated Clean-Up Months
Coordinator to check all that apply)

County of Stanislaus

County of Stanislaus
Department of Public Works

Adopt-a-Road Program Hold Harmless

(Date)

I/We have read and understand the safety tips provided by the County of Stanislaus, Department of Public Works.

I/We will abide by these safety tips.

I/We agree to indemnify and hold harmless the County of Stanislaus, its Board of Supervisors, officers, directors, agents, employees, and volunteers from and against any and all claims, demands, actions, losses, liabilities, costs, and expenses, including reasonable attorneys' fees and damages of any nature whatsoever to any person or property, arising out of the performance or non-performance of this Agreement, regardless of whether caused in part by a party indemnified hereunder.

Print Name	Address	Signature
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____

County of Stanislaus

Adopt-A-Road Program Recognition Sign Request



The County of Stanislaus will provide two (2) 36" x 36" Adopt-a-Road signs, one at each end of the adopted street section. Affixed to each sign will be a 30" x 12" plate displaying the organizations name in sufficient detail to identify the organization. Organizations requesting a logo or name written in a special writing style (font) will be able to take the 30" x 12" aluminum plate (provided by the County) to a private sign shop where upon their logo and/or name can be placed. The County of Stanislaus retains the right to reject, without cause or explanation, any symbol or seal the County of Stanislaus determines unacceptable. **All logos must be approved by the County.** Once the plate is completed and returned to the County, arrangements will be made to place the plate on the permanent adopt-a-road sign. Organizations will be recognized via their name/logo on the permanent signs for participation in the Adopt-a-Road program within thirty (30) days after the first cleanup. No street address or telephone number will be included on the signs. The County will maintain the signs.

Lettering Size

ORGANIZATION NAME:

The County will provide each organization with a plate (size of letters dependant on size of organizations name) stating organizations name as part of the Adopt-a-Road program.

RECOGNITION SIGN - CONTINUED:

The following is proposed lettering sizes that may be used for the organizations name by the County, for the first and/or second lines of the Adopt-a-Road plate:

3" Letters = 12 Capital Letters, 16 Lower Case Letters

4" Letters = 9 Capital Letters, 10 Lower Case Letters

5" Letters = 7 Capital Letters, 10 Lower Case Letters

Organizations requesting a logo or name written in a special writing style (font) will be able to take a 30" x 12" aluminum plate (provided by the County) to a private sign shop where upon their logo and/or name can be placed. The County of Stanislaus retains the right to reject, without cause or explanation, any symbol or seal the County of Stanislaus determines unacceptable. **All logos must be approved by the County.** Once the plate is completed and returned to the County, arrangements will be made to place the plate on the permanent adopt-a-road sign. Organizations will be recognized via their name/logo on the permanent signs for participation in the Adopt-a-Road program within thirty (30) days after the first cleanup.

Logos with or without wording shall be placed on the aluminum plate measuring 30" x 12" and shall be no larger than 29" x 11".

Plate Colors

County Provided Plate:

Background -- White (Reflective)

Letters -- black (non-Reflective)

Special Logo -- A maximum of 50% solid color is permitted of which no more than 30% can be red, yellow, orange, or any combination thereof.

Check One (1):

- County will be supplying sign plate with organizations name as written below:

Organization name as it will appear on Recognition Sign (**Please Print Clearly**)

Signature of Organizations Leader

- Organization will place its own logo/name on plate. (Blank plate will be provided by the County, and logo is to be pre-approved by the County).

County of Stanislaus

Adopt-A-Road Program Equipment Kit Contents

The equipment kit is designed to provide Adopt-a-Road volunteers with the necessary materials and tools to have a successful and safe cleanup event.

The Program Coordinator will arrange for a Safety Orientation to all adopting volunteer groups prior to their first cleanup, and will supply the Equipment Kit. Additional safety information is provided in the Safety Guidelines sections on pages 13 - 15.

The following items are included in the Equipment Kit:

- 1 Portable "Road Work Ahead" sign
- 2 Litter Pik-Stixs
- 10 Safety Vests
- 1 Box - Plastic Litter Bags (approx. 100 bags)

The kit is designed to provide enough materials for ten volunteers. If any items are missing, notify the Program Coordinator immediately. Also, if you have any questions regarding the proper use of equipment, please ask.

County of Stanislaus

Adopt-A-Road Program Completion Form

This form is used by the Adopt-A-Road Program Coordinator to keep track of program participants and the frequency of projects they are involved in. **Please remember to fill out and return a copy of this form after each cleanup.**

Cleanup completion date: _____

Group leader: _____ Phone #: _____

Name of organization: _____

Street adopted: _____

Number of miles adopted: _____

Number of volunteers that participated: _____

Number of hours the cleanup lasted: _____

Approximately how many bags of trash: _____

We anticipate our next cleanup will be on (date): _____

We participated in the recycling program: Yes No (circle one)

We turned in _____ (approx.) lbs. of recycling to _____ transfer station (Optional)

Were there any unusual incidents or injuries during the cleanup? _____

If so, please describe: _____

Note: Call Gary Hayward, Adopt-a-Road Program Coordinator at (209) 525-4130 the following business day after each cleanup to report completion.

Mail to: Gary Hayward, Adopt-a-Road Program Coordinator
County of Stanislaus
Department of Public Works
1716 Morgan Road
Modesto, CA 95358

Or Fax to: Gary Hayward, Adopt-a-Road Program Coordinator, (209) 525-4140

Or E-Mail to: haywrdg@stancounty.com

County of Stanislaus

Adopt-A-Road Program Safety Guidelines

You will be participating in a volunteer community cleanup near a County road, your safety and the safety of others is extremely important to us. In addition to the Safety Orientation, please read and follow these safety guidelines:

- ❖ Review these safety tips each time before beginning work.
- ❖ Always park legally at a safe place when at the work area.
- ❖ Review the area for hazards before beginning.
- ❖ Do not touch possible hazardous materials. Contact the County Program Coordinator for further instructions.
- ❖ Wear County provided safety vests or bright colored clothing.
- ❖ Dress appropriately for weather conditions. Long pants are highly recommended at all times.
- ❖ Always face oncoming traffic while working, if possible.
- ❖ Always be alert and have an escape route planned.
- ❖ Designate a lookout person with large groups.
- ❖ Wear protective gloves, sturdy boots or shoes.
- ❖ Hats and sunscreen are recommended.
- ❖ Do not walk on the roadway.
- ❖ Never work in a median or center of the road.
- ❖ Avoid over exertion.
- ❖ Have a first aid kit available.
- ❖ Have water or other refreshment available for all participants.
- ❖ Never consume alcoholic beverages before or during the work period.
- ❖ Have transportation to medical services available.
- ❖ Do not enter or reach into drainage facilities.
- ❖ Do not touch or come near dangerous wildlife.
- ❖ Do not touch poisonous or thorny plants.
- ❖ Never work along the road in the dark or low light conditions.
- ❖ Do not work in the rain or fog.
- ❖ Do not work when the road is wet or icy.
- ❖ Do not work on high traffic volume days such as holidays or the day before holiday weekends.
- ❖ Be sure of your footing on slopes, uneven ground, and unstable conditions such as rocks or loose soil.

The most important tip is to use good judgment and stay alert.

County of Stanislaus

Adopt-A-Road Program Items to Bag, Move, or Leave

BAG IT

1. These items may be placed in a bag.

- A. Small items made of paper, cardboard, plastic, Styrofoam, wood, rubber, glass, or metal.

MOVE IT

1. These items should be placed alongside your stacked bags at the edge of the shoulder.

- A. Items with pointed edges that might tear a bag.
B. Large items that would prevent a bag from being properly tied closed.
C. Heavy items that could tear a bag provided that the item can be moved without causing physical injury.

If in doubt, leave the item alone!

LEAVE IT

1. These items should be left where found without taking further action.

- A. Items that could cause physical injury if moved.
B. Any item in an unsafe location (within two (2) feet of a traffic lane or on unstable ground, etc.).

2. Report these items to the Program Coordinator that day, or on the next working day, during normal business hours. You may leave a voice message.

- A. Items you are not permitted to bag or move that will not be easily visible to the garbage pickup crews collecting your filled bags. (If possible, place a filled bag near the item to mark its location.)

- B. Securely closed items containing hazardous substances.*

3. Report these items to the Customer Service Center as soon as possible at (209-525-4130).

If the call is after normal business hours, or on weekends, the call will be forwarded to a County Communications office and an on-call supervisor will be notified.

- A. Any item that you cannot identify and suspect may be hazardous.
B. Unclosed or leaking items containing hazardous substances.*
C. Items with hazardous material labels.*
D. Items that could pose an immediate danger.*
E. Items that could be crime-scene evidence.*

Keep a safe distance away from the item and do not disturb it in any way!

****See next page for examples.***

BAG IT, MOVE IT, OR LEAVE IT – CONTINUED

Items of Concern:

Hazardous Substances*

Any item that you cannot identify and suspect may be hazardous

Spills of liquid or powdery substances

Fuels, Motor oils, transmission fluids, petroleum products

Antifreeze

Batteries

Paints

Aerosol cans (that are not empty)

Human urine, bloody waste, (gauze, etc.)

Syringes, labeled medicines, unlabeled medicines, and other drug paraphernalia

Items with hazardous material labels

Animal Carcasses (Report to 558-7387 Animal Control)

Extremely Hazardous Items / Possible Crime-Scene Evidence**

Bloody items that may be crime-scene evidence

Explosives, possible bombs (capped pipes, wrapped packages, etc.)

Weapons (guns, knives, etc.), unspent ammunition

*** Report these items to the Sheriff's Department at 209-525-2468 or Department of Environmental Resources at 209-525-6700 on that day.**

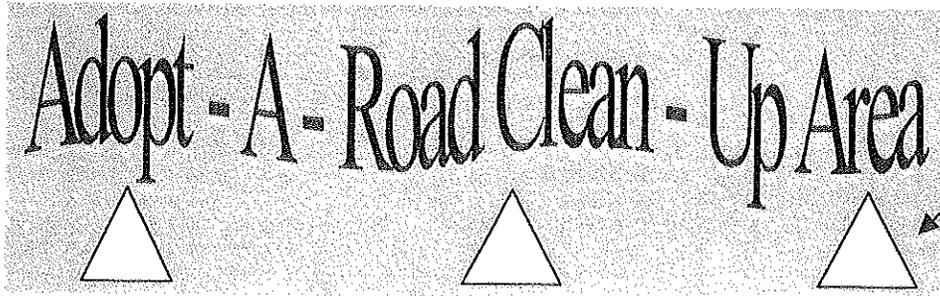
**** If you do not have access to a cell phone or call box, then someone other than your group's safety leader must leave the site to make the call to the Sheriff's Department or Department of Environmental Resources. Then, unless advised to leave the area, the organization's leader must stay at the site until someone of authority arrives. Keep a safe distance away from the item and do not disturb it in any way!**

In a life threatening emergency always call 911!

County of Stanislaus

Adopt-A-Road Program Garbage Bag Placement Plan

Fence line or
Private Property ___ X ___ X ___ X ___ X ___ X ___ X ___ X



Edge of Pavement _____
Street Edge Line _____

Street Lane Line _____

Street Center Line _____

**CITY OF MIAMI SPRINGS GENERAL EMPLOYEES'
RETIREMENT SYSTEM
MINUTES OF THE MEETING HELD
AUGUST 15, 2012**

The regular meeting of the Board of Trustees of the City of Miami Springs General Employees' Retirement System was called to order at 9:15 AM by Tom Cummings in the Commission Chambers at the City of Miami Springs City Hall at 201 Westward Drive, Miami Springs, Florida.

TRUSTEES PRESENT

Tom Cummings, Chair
Sherryl Bowein, Secretary
Robert Whittington, Trustee
Ronald G. Gorland, Trustee
Francisco Arguelles, Trustee

OTHERS PRESENT

Audrey Ross, Pension Resource Centers (PRC)
Steve Cypen, Cypen & Cypen
Steve Palmquist, Gabriel, Roeder, Smith (GRS)
Grant McMurry, ICC Capital
John McCann, Thistle Asset Consulting
Moira Ramos, City of Miami Springs-Finance Dept.
William Alonso, City of Miami Springs-Finance Dir.

**SEPTEMBER 30, 2011 ACTUARIAL VALUATION REPORT PRESENTATION: GRS
(STEVE PALMQUIST)**

Mr. Palmquist reviewed the September 30, 2011 Valuation report and stated that the required contributions for both the employees and employer will increase for the fiscal year ending September 30, 2013. The employer contributions will increase from 11.46% of covered payroll to 13.44% of covered payroll, and the employee contributions will increase from 5.73% to 6.72% of covered payroll. Mr. Palmquist noted that the Plan is lowering their assumed rate of return from 7.8% to 7.5% over the next 3 years. This fiscal year it was lowered by .1% to 7.7%, and they will continue to do this each year until the assumed rate of return reaches 7.5%. The Plan experienced a net loss of \$327,186 during the year which was primarily due to the recognized investment return below the assumed rate of return. Also the Plan's funded ratio decreased from 97.4% last year to 94% this year. Mr. Palmquist noted that the funded ratio will more than likely continue to decrease over the next 2 years until all the changes are fully implemented into the Plan. Lastly he reviewed the participant data and commented that there were more members that entered the DROP this year than expected, which caused the payroll to decrease. Also there are fewer active members contributing to the Plan since more and more members are entering the DROP. Mr. Cypen recommended adding a disclosure to the bottom of the DROP participant page that reflects the payroll of the DROP members as well.

MOTION: Mr. Whittington made a motion to approve the September 30, 2011 Actuarial Valuation report as amended to add in the disclosure of the DROP participants payroll.

SECOND: Mr. Arguelles seconded the motion.

CARRIED: The motion carried 5-0.

INVESTMENT MANAGER REPORT: ICC CAPITAL MANAGEMENT (GRANT MCMURRY)

Mr. McMurry stated that it was not a great quarter, but since the end of the quarter they have gained some back. He explained that traders respond to news and with the election going on and no one is jumping back into the market. For the quarter ending June 30, 2012 the total fund net of fees was down -3.70% and the market was down -0.84%, but for the fiscal year to date they are positive but still behind the index at 13.58% versus 15.87%. Mr. McMurry discussed the current market environment and commented that the Treasuries are still low and that is why a lot of people are moving out of them and into Corporates, which are continuing to do well. Lastly he stated they he does have confidence in the market place, but it is a slow recovery as there is still \$2T in cash sitting on the sidelines waiting to be invested.

INVESTMENT CONSULTANT REPORT: THISTLE ASSET CONSULTING (JOHN MCCANN)

Mr. McCann stated that it was a tough quarter, especially for equities. The total fund net of fees for the quarter is behind the benchmark at -3.66% versus -0.57%. For the fiscal year to date the fund is still ahead of the Plan's assumed rate of return at 13.55% versus 14.94%. Mr. McCann noted that the equities were negative and behind the index, but fixed income was positive and slightly ahead.

Mr. McCann reviewed the search that he performed for International Equity Managers He stated that there are 5 managers listed on this report and all of the 5 managers he currently works with. He reviewed and compared each manager's short term and long term performance. Mr. McCann noted that some of these managers take higher risk but it pays off in their performance. Now is a good time to get into International because the market has already been negative for a couple years so it will start to come back up and that is when you want to be in it. Also by adding in International it provides much more diversification for the portfolio. Mr. McCann stated that if the board does invest in International then he would allocate 10% from the ICC Capital equities portfolio. The Trustees discussed the search and the idea of going into some International. They decided that they would like to bring the managers in for an interview, but they would like to wait until after the election to make a decision about investing. Mr. McCann recommended interviewing the top 3 managers on his search, Harding Loevner, WHV, and Thornburg. Ms. Ross noted that she will coordinate a date for a special meeting to interview the Managers.

MINUTES

The board reviewed the minutes of the May 3, 2012 regular meeting.

MOTION: Mr. Gorland made a motion to approve the minutes of the May 3, 2012 regular meeting as amended.

SECOND: Ms. Bowein seconded the motion.

CARRIED: The motion carried 5-0.

DISBURSEMENTS APPROVAL

Ratification of warrants processed since the August 15, 2012 meeting:

Warrant #	Payee	Amount	Invoice Date
311	Salem Trust Company 01/01/2012 - 03/31/2012 (Custodian Fee)	\$1,852.81	4/15/12
	Mutual of Omaha (Inv# 000248160462 - May 2012 Life Insurance Fee)	\$142.79	4/15/12
	Thistle Asset Consulting, Inc. (Invoice #20120316 - Performance Monitoring for the Quarter Ending March 31, 2012)	\$4,398.00	4/23/12
	Resource Centers, LLC (Inv #11823 - May 2012 Admin Fee)	\$1,350.00	4/30/12
	Cypen & Cypen (Invoice # 6255 - May 2012 Legal Fee)	\$1,250.00	5/1/12
312	Mutual of Omaha (Inv# 000250773860 - June 2012 Life Insurance Fee)	\$119.56	5/16/12
	Marcum, LLP (Invoice # 10411882 - September 30, 2011 Audit)	\$7,530.00	4/30/12
313	Holland & Knight LLP - Invoice #2776263 for professional services rendered through April 15, 2011 (Pension Plan Compliance Review - IRS Determination Letter).	\$50.00	5/3/12
	Holland & Knight LLP - Invoice #2785555 for professional services rendered through May 15, 2011 (Pension Plan Compliance Review - IRS Determination Letter).	\$50.00	5/28/12
	Hilton Orlando Lake Buena Vista - Hotel Reservations for Bob Whittington (FPPTA Conference June 24-27, 2012)	\$238.00	5/29/12
	Resource Centers, LLC - Invoice #11878 (June 2012 Admin Fee)	\$1,350.00	5/31/12
	Cypen & Cypen - Invoice #6301 (June 2012 Legal Fee)	\$1,250.00	6/1/12
4	Holland & Knight LLP - Invoice #2795864 for professional services rendered through June 15, 2011 (Pension Plan Compliance Review - IRS Determination Letter).	\$75.00	6/25/12
	Mutual of Omaha (Inv# 000252760136 - July 2012 Life Insurance Fee)	\$122.76	6/14/12
	Gabriel Roeder Smith & Company - Invoice #118742 (Charges to date for 9/30/11 Valuation Report = \$2,032 & Benefit Calculation for Casas = \$300)	\$2,332.00	6/13/12
	Resource Centers, LLC - Invoice #11929 (July 2012 Admin Fee)	\$1,365.99	6/29/12
	Marcum, LLP (Invoice #10414720 (Billing for the September 30, 2011 Audited Financial Statements)	\$1,728.00	5/31/12
	FPPTA - Conference Registration for Robert Whittington (June 24-27, 2012 in Orlando, FL) - PREPAID	\$500.00	5/15/12
	Salem Trust Company 4/01/2012 - 6/30/2012 (Custodian Fee)	\$1,772.85	7/15/12
315	Mutual of Omaha (Inv# 000255044455 - August 2012 Life Insurance Fee)	\$122.76	7/17/12
	Gabriel Roeder Smith & Company - Invoice #119023 (Charges to date for 9/30/11 Valuation Report = \$1,251; Calculation of non-taxable Monthly Benefit for Cardini = \$150 & Benefit Calculations for Gonzalez, Hernandez, Scott, Vasallo & Watson = \$1,500)	\$2,901.00	7/5/12
	Cypen & Cypen (Invoice # 6328 - July 2012 Legal Fee)	\$1,250.00	7/3/12
	Thistle Asset Consulting, Inc. (Invoice #20120617 - Performance Monitoring for the Quarter Ending June 30, 2012)	\$4,398.00	7/23/12
	ICC Capital Management, Inc. (Invoice #57532434 - 7/1/2012 - 9/30/2012 Quarterly Management Fee)	\$17,440.44	7/6/12
	Robert Whittington - Travel Reimbursement from FPPTA Conference June 24-27, 2012 in Orlando, FL	\$517.59	7/5/12

MOTION: Mr. Arguelles made a motion to approve Warrants 311 through 315.

SECOND: Mr. Gorland seconded the motion.

CARRIED: The motion carried 5-0.

BENEFIT APPROVALS:

- **Application for Refund of Contributions:**
 - * Robert Williams
- **Applications to Enter the DROP:**
 - * Angel Casas
 - * Rosita Hernandez
- **Applications for Retirement:**
 - * Anna Gonzalez (normal)
 - * Maria Scott (early)

MOTION: Mr. Gorland made a motion to approve the application for a refund of contributions for Robert Williams.

SECOND: Mr. Arguelles seconded the motion.

CARRIED: The motion carried 5-0.

MOTION: Mr. Gorland made a motion to approve the applications to enter the DROP for Angel Casas and Rosita Hernandez.

SECOND: Mr. Whittington seconded the motion.

CARRIED: The motion carried 5-0.

MOTION: Mr. Gorland made a motion to approve the applications to for retirement for Anna Gonzalez (normal retirement) and Maria Scott (early retirement).

SECOND: Mr. Arguelles seconded the motion.

CARRIED: The motion carried 5-0

FINANCIAL STATEMENTS

Ms. Ross presented to the board the financial statements through the end of June 2012.

The Board received and filed the financial statements through the end of June 2012.

OLD BUSINESS

The Board had a discussion regarding their returns and earnings compared to their peers. The Trustees think it is time to take some action and maybe hire another manager to work along with ICC or to replace them because they have been on a downward trend for quite sometime now. The board had a lengthy discussion and directed Mr. McCann to do a manager search (domestic equities) and bring it to the special meeting that will be scheduled.

NEW BUSINESS

Mr. Gorland passed out a 30 projection report that was completed by GRS. The board reviewed the different cost saving scenarios that were calculated such as reducing the multiplier, closing out the Pan and or freezing it. Mr. Palmquist explained the scenarios in detail and commented that they only scenario that would save the money up front would be by reducing the multiplier. In the other scenarios the City wouldn't see the savings for another 30 years. The board discussed the different scenarios that were presented to them today and asked where this information was geared towards. Mr. Gorland stated that this is a study/projection that the City asked and paid GRS to do for their own informational purposes.

Ms. Ross stated that it was that time of year again when the board should determine the interest percentage that will be credited to the active members' individual accounts for the fiscal year ending September 30, 2012. Ms. Ross commented that last year's rate was 2.00%. After a short discussion, the Board agreed to reduce the percentage rate to 1% this year.

MOTION: Mr. Whittington made a motion to approve the 1% interest percentage that will be credited to the active members' individual accounts for the fiscal year ending September 30, 2012.

SECOND: Mr. Gorland seconded the motion.

CARRIED: The motion carried 5-0.

Ms. Ross stated that the litigation service provider for this fund, Pomerantz, Haudek Grossman & Gross, LLP is asking the board for their permission to use them as a reference when responding to request for proposals. The board concurred.

REPORTS

• Administrator: PRC (Audrey Ross)

- Ms. Ross stated that she had the Salem Trust authorized signors form here with her today that needs to update since the Trustees have changed and Mr. Louissaint is no longer with us.
- Ms. Ross presented the board with the retainer fee increase letter from Pension Resource Centers. She explained that they have been working for this fund since 2006 and they have not increased their fees since then. Due to more activity in the fund and the cost of living increasing, the Pension Resource Centers is asking for a monthly fee increase effective September 1, 2012 from \$1,350 to \$1,550 and also implementing a 3.5% COLA each January 1 so that we don't have to come back every couple of years and ask for such a big increase. The board had a lengthy discussion on this and commented that they did not like the implementation of an automatic COLA, but did not see any problems with the monthly increase since they have never received one.

MOTION: Mr. Whittington made a motion to approve the Pension Resource Centers' monthly retainer fee increase from \$1,350 to \$1,550 effective September 1, 2012 with no COLA.

SECOND: Mr. Gorland seconded the motion.

CARRIED: The motion carried 5-0.

• **Attorney**

- Mr. Cypen reviewed his memo regarding the new House Bill 401. This bill states that if a member gets divorced then their spouse is considered predeceased for pension purposes and automatically removes them as the beneficiary. He commented that a lot of Attorneys are seeking the General Attorney's opinion regarding this, but in the meantime all members need to make sure their beneficiary forms are up to date at all times.
- Lastly Mr. Cypen reviewed the proposed amendment regarding the DROP accounts. This amendment would implement a 1% fixed rate interest option along with the current variable rate option the Plan has. By implementing something like this, it gives the member a more secure option so that they don't at least lose their principle while they are in the DROP. These changes would only affect new DROP members going forward. The board discussed the amendments and asked the how they would go about getting something like this passed and implemented. Mr. Cypen commented that this document needs to go to the City Council for review/approval before it can be implemented. Mr. Gorland stated that he will present this document to the City Council.

NEXT MEETING DATE

Thursday November 1, 2012 @ 8:30 AM

ADJOURN

There being no further business, a motion was made to adjourn the meeting at 11:38 AM.

Respectfully submitted,

Sherryl B. Bowein, Secretary

**City of Miami Springs Police and Firefighters'
Retirement System
Minutes of the Meeting Held
AUGUST 15, 2012**

The regular meeting of the Board of Trustees of the City of Miami Springs Police and Firefighters' Retirement System was called to order at 9:15 AM by Chairman Peter Baan in the Commission Chambers at the City of Miami Springs City Hall at 201 Westward Drive, Miami Springs, Florida.

TRUSTEES PRESENT

Peter Baan, Chair
Oscar Garcia, Trustee
Gene Duffy, Trustee
Jonathan Kahn, Trustee
Raymond Buckner, Trustee

OTHERS PRESENT

Audrey Ross, Pension Resource Centers (PRC)
Steve Cypen, Cypen & Cypen
Steve Palmquist, Gabriel, Roeder & Smith (GRS)
Grant McMurry, ICC Capital Management
John McCann, Thistle Asset Consulting
Moira Ramos, City of Miami Springs – Finance Dept.
William Alonso, City of Miami Springs – Finance Dir

SEPTEMBER 30, 2011 ACTUARIAL VALUATION PRESENTATION: GRS (STEVE PALMQUIST)

Mr. Palmquist reviewed the September 30, 2011 Valuation report and stated that the required contributions for both the employees and employer will increase for the fiscal year ending September 30, 2013. The employer contributions will increase from 17% of covered payroll to 22.71% of covered payroll, and the employee contributions will increase from 16.9% to 22.6% of covered payroll. Mr. Palmquist noted that the Plan is lowering their assumed rate of return from 7.8% to 7.5% over the next 3 years. This fiscal year it was lowered by .1% to 7.7%, and they will continue to do this each year until the assumed rate of return reaches 7.5%. The Plan experienced a net loss of \$1,999,999 during the year which was primarily due to the recognized investment return below the assumed rate of return. Also the Plan's funded ratio decreased from 96% last year to 85.8% this year. Mr. Palmquist noted that the funded ratio will more than likely continue to decrease over the next 2 years until all the changes are fully implemented into the Plan. Lastly he reviewed the participant data and commented that there were more members that entered the DROP this year than expected, which caused the payroll to decrease. Also there are fewer active members contributing to the Plan since more and more members are entering the DROP. Mr. Cypen recommended adding a disclosure to the bottom of the DROP participant page that reflects the payroll of the DROP members as well.

MOTION: Mr. Kahn made a motion to approve the September 30, 2011 Actuarial Valuation report as amended to add in the disclosure of the DROP participants payroll.

SECOND: Mr. Garcia seconded the motion.

CARRIED: The motion carried 5-0.

INVESTMENT MANAGER REPORT: ICC CAPITAL MANAGEMENT (GRANT MCMURRY)

Mr. McMurry stated that it was not a great quarter, but since the end of the quarter they have gained some back. He explained that traders respond to news and with the election going on and no one is jumping back into the market. For the quarter ending June 30, 2012 the total fund net of fees was down -3.61% and the market was down -0.84%, but for the fiscal year to date they are positive but still behind the index at 13.33% versus 15.87%. Mr. McMurry discussed the current market environment and commented that the Treasuries are still low and that is why a lot of people are moving out of them and into Corporates, which are continuing to do well. Lastly he stated they he does have confidence in the market place, but it is a slow recovery as there is still \$2T in cash sitting on the sidelines waiting to be invested.

INVESTMENT CONSULTANT REPORT: THISTLE ASSET CONSULTING (JOHN MCCANN)

Mr. McCann stated that it was a tough quarter, especially for equities. The total fund net of fees for the quarter is behind the benchmark at -3.56% versus -0.57%. For the fiscal year to date the fund is still ahead of the Plan's assumed rate of return at 13.29% versus 14.94%. Mr. McCann noted that the equities were negative and behind the index, but fixed income was positive and slightly ahead.

Mr. McCann reviewed the search that he performed for International Equity Managers. He stated that there are 5 managers listed on this report and all of the 5 managers he currently works with. He reviewed and compared each manager's short term and long term performance. Mr. McCann noted that some of these managers take higher risk but it pays off in their performance. Now is a good time to get into International because the market has already been negative for a couple years so it will start to come back up and that is when you want to be in it. Also by adding in International it provides much more diversification for the portfolio. Mr. McCann stated that if the board does invest in International then he would allocate 10% from the ICC Capital equities portfolio. The Trustees discussed the search and the idea of going into some International. They decided that they would like to bring the managers in for an interview, but they would like to wait until after the election to make a decision about investing. Mr. McCann recommended interviewing the top 3 managers on his search, Harding Loevner, WHV, and Thornburg. Ms. Ross noted that she will coordinate a date for a special meeting to interview the Managers.

MINUTES

The board reviewed the minutes of the May 3, 2012 regular meeting.

MOTION: Mr. Kahn made a motion to approve the minutes of the May 3, 2012 regular meeting as amended.

SECOND: Mr. Duffy seconded the motion.

CARRIED: The motion carried 5-0.

DISBURSEMENTS APPROVAL

Ratification of warrants processed since the May 3, 2012 Meeting

Warrant #	Payee	Amount	Invoice Date
266	Salem Trust Company 01/01/12 - 03/31/2012 (Custodian Fee)	\$2,827.01	4/15/12
	Thistle Asset Consulting, Inc. (Inv #20120317 - Reports - Executive March 31, 2012)	\$4,398.00	4/23/12
	Resource Centers, LLC (Inv #11824 - May 2012 Admin Fee)	\$750.00	4/30/12
	Cypen & Cypen (Inv #6254 - May 2012 Legal Fee)	\$1,250.00	5/1/12
267	FPPTA - Conference Registration for Gene Duffy (June 24-27, 2012 in Orlando, FL)	\$500.00	5/16/12
	FPPTA - Conference Registration for Raymond Buckner (June 24-27, 2012 in Orlando, FL)	\$500.00	5/16/12
	Hilton Orlando Lake Buena Vista - Hotel Reservation for Gene Duffy - Confirmation #3465635324 (FPPTA Summer Conference June 24-27, 2012 in Orlando, FL)	\$357.00	4/16/12
	Hilton Orlando Lake Buena Vista - Hotel Reservation for Raymond Buckner - Confirmation #3472326409 (FPPTA Summer Conference June 24-27, 2012 in Orlando, FL)	\$357.00	4/16/12
	Marcum, LLP (Invoice # 10407133 - September 30, 2011 Audit)	\$7,295.00	4/30/12
268	FPPTA - Conference Registration for Pete Baan (June 24-27, 2012 in Orlando, FL)	\$500.00	6/5/12
	FPPTA - Conference Registration for Jon Kahn (June 24-27, 2012 in Orlando, FL)	\$500.00	6/5/12
	Holiday Inn - Hotel Reservation for Pete Baan - Confirmation #66229081 (FPPTA Summer Conference June 24-27, 2012 in Orlando, FL)	\$312.00	6/5/12
	Holiday Inn - Hotel Reservation for Jon Kahn - Confirmation #66231788 (FPPTA Summer Conference June 24-27, 2012 in Orlando, FL)	\$312.00	6/5/12
	Resource Centers, LLC - Invoice #11879 (June 2012 Admin Fee)	\$750.00	5/31/12
	Cypen & Cypen (Invoice #6300 (June 2012 Legal Fee)	\$1,250.00	6/1/12
	Holland & Knight LLP - Invoice #2785556 for professional services rendered through May 15, 2011 (Pension Plan Compliance Review - IRS Determination Letter).	\$50.00	5/29/12
269	Gene Duffy - Travel Reimbursement (FPPTA Conference June 24-27, 2012 in Orlando, FL)	\$379.25	6/27/12
	Peter Baan - Travel Reimbursement (FPPTA Conference June 24-27, 2012 in Orlando, FL)	\$339.90	7/2/12
	Jonathan Kahn - Travel Reimbursement (FPPTA Conference June 24-27, 2012 in Orlando, FL)	\$324.77	7/2/12
	Marcum, LLP - Invoice # 10414721 (Billing for 9/30/11 P&F Financial Statements)	\$1,979.00	5/31/12
	Resource Centers, LLC - Invoice #11930 (July 2012 Admin Fee)	\$765.98	6/29/12
	Gabriel Roeder Smith & Company - Inv #118743 for services rendered through 5/31/12. (Preparation of the 10/01/2011 Actuarial Valuation Report)	\$1,754.00	6/13/12
270	Salem Trust Company 4/1/12 - 6/30/2012 (Custodian Fee)	\$2,710.15	7/15/12
	Cypen & Cypen Invoice #6327 (July 2012 Legal Fee)	\$1,250.00	7/3/12
	Thistle Asset Consulting, Inc. Inv #20120618 (Executive Reports for the Quarter Ending June 30, 2012)	\$4,398.00	7/23/12
	ICC Capital Management, Inc. Inv #57532433 (7/1/2012 thru 9/30/2012 Quarterly Management Fee)	\$26,653.12	7/6/12
	Gabriel Roeder Smith & Company - Inv #119024 for services rendered through 6/30/12. (Preparation of the 10/01/2011 Actuarial Valuation Report)	\$683.00	7/5/12

MOTION: Mr. Duffy made a motion to approve Warrants 266 through 270.

SECOND: Mr. Kahn seconded the motion.

CARRIED: The motion carried 5-0.

FINANCIAL STATEMENTS

Ms. Ross presented to the board the financial statements through the end of June 2012.

The Board received and filed the financial statements through the end of June 2012.

OLD BUSINESS

The Board had a discussion regarding their returns and earnings compared to their peers. The Trustees think it is time to take some action and maybe hire another manager to work along with ICC or to replace them because they have been on a downward trend for quite sometime now. The board had a lengthy discussion and directed Mr. McCann to do a manager search (domestic equities) and bring it to the special meeting that will be scheduled.

NEW BUSINESS

Mr. Bann passed out a proposed pension scenario report that he put together with ways to reduce pension costs. The board reviewed the different cost saving scenarios that were presented such as reducing the multiplier, closing out the Pan and or freezing it. Mr. Palmquist explained the scenarios in detail and commented that they only scenario that would save the money up front would be by reducing the multiplier. In the other scenarios the City wouldn't see the savings for another 30 years. The board discussed the different scenarios that were presented to them today and asked Mr. Palmquist to do a 30 year projection cost study regarding the different cost savings scenarios. The board asked Mr. Palmquist to estimate the cost of this study so they know how much they will be looking at.

MOTION: Mr. Duffy made a motion to approve and authorize GRS to do a 30 year cost study on ways to reduce the pension costs (the study is not to exceed \$15K).

SECOND: Mr. Bucnkner seconded the motion.

CARRIED: The motion carried 5-0.

OTHER BUSINESS

Ms. Ross stated that the litigation service provider for this fund, Pomerantz, Haudek Grossman & Gross, LLP is asking the board for their permission to use them as a reference when responding to request for proposals. The board concurred.

REPORTS

• Administrator: PRC (Audrey Ross)

- Ms. Ross stated that she had the Salem Trust authorized signors form here with her today that needs to update since the Trustees have changed and Mr. Louissaint is no longer with us.
- Ms. Ross presented the board with the retainer fee increase letter from Pension Resource Centers. She explained that they have been working for this fund since 2006 and they have not increased their fees since then. Due to more activity in the fund and the cost of living increasing, the Pension

Resource Centers is asking for a monthly fee increase effective September 1, 2012 from \$750 to \$1,025 and also implementing a 3.5% COLA each January 1 so that we don't have to come back every couple of years and ask for such a big increase. The board had a lengthy discussion on this and commented that they did not like the implementation of an automatic COLA, and also that the increase percentage wise was too large.

MOTION: Mr. Duffy made a motion to approve the Pension Resource Centers' monthly retainer fee increase from \$750 to \$900 effective September 1, 2012 with no COLA.

SECOND: Mr. Kahn seconded the motion.

CARRIED: The motion carried 5-0.

• Attorney (Steve Cypen)

- Mr. Cypen reviewed his memo regarding the new House Bill 401. This bill states that if a member gets divorced then their spouse is considered predeceased for pension purposes and automatically removes them as the beneficiary. He commented that a lot of Attorneys are seeking the General Attorney's opinion regarding this, but in the meantime all members need to make sure their beneficiary forms are up to date at all times.
- Lastly Mr. Cypen reviewed the proposed amendment regarding the DROP accounts. This amendment would implement a 1% fixed rate interest option along with the current variable rate option the Plan has. By implementing something like this, it gives the member a more secure option so that they don't at least lose their principle while they are in the DROP. These changes would only affect new DROP members going forward. The board discussed the amendments and asked the how they would go about getting something like this passed and implemented. Mr. Cypen commented that this would be a negotiated item for the Police Pension board so it would have to go through bargaining.

NEXT MEETING DATE

Thursday November 1, 2012 @ 8:30 AM

ADJOURN

There being no further business, a motion was made to adjourn the meeting at 11.38 AM.

Respectfully submitted,

Oscar Garcia, Secretary



DRAFT

CITY OF MIAMI SPRINGS, FLORIDA

The regular meeting of the **Miami Springs Code Enforcement Board** was held on **Tuesday, October 2, 2012** at 7:00 p.m. in the Council Chambers at City Hall, 201 Westward Drive.

1) Call to Order/Roll Call

The meeting was called to order at 7:04 p.m. by Tex Ziadie in the absence of Chairman Marlene Jimenez and no elected Vice-Chairman. Tex Ziadie called the roll.

Present: John Bankston
 Rhonda Calvert
 Walter Dworak
 Jorge Filgueira
 Jacqueline Martinez-Regueira
 Robert Williams

Also Present: Code Compliance Officer Harold (Tex) Ziadie
 Council Liaison-Councilwoman Jennifer Ator

Absent: Chairman Marlene B. Jimenez

2) Invocation/Salute to the Flag

All present participated.

New member Jorge Filgueira was welcomed to the Board. Member Filgueira took the Oath of Office. The Board was asked to elect a new Vice-Chairman. Member Walter Dworak, who had served as acting Vice-Chairman, said that he was willing to serve. Vice-Chairman Dworak was elected to the office on voice vote with all members voting "aye."

3) Approval of Minutes:

Minutes of the August 7, 2012 meeting were approved as written.

Member John Bankston moved to approve the minutes of August 7, 2012. Member Robert Williams seconded the motion, which was passed unanimously by acclamation, all members voting "aye".

Tex Ziadie asked the Board to consider the New Business on the agenda first, so that the one case could be heard and the resident not delayed to listen to the rest of the meeting. The Board agreed.

Tex Ziadie administered the oath to all who were present to give testimony.

4) NEW BUSINESS- CASES

- 1) Case# 11-656
Address: 249 Iroquois Street
Owner: Pedro A. Cruz
Violation: Maintenance of Property
Code Section 93-13

Tex Ziadie presented the case as follows:

During routine inspections on 4-7-11, it was noted that this house had no paint on the structure. A check of the computer records indicated that there was a permit open on the property since 2007. A Courtesy Notice to paint the house within 30 days was left at the front door and pictures were taken.

Tex Ziadie met with the owner on 5-12-11. The owner stated that he is in the middle of a family situation and is short on money and may lose the house. He is trying to save the house. He asked for a couple of weeks to find out if he will be able to keep the house. He showed Tex the rear of the house where the addition is. It was framed with no drywall or finishing.

On June 9, 2011, Tex Ziadie received a phone call from the property owner, Mister Pedro Cruz, who stated that he was still working to save the property and that he needed some more time. After that date, Tex Ziadie spoke to Mister Cruz on several occasions and each time was asked for more time.

On July 12, 2012, a Notice of Violation Letter was sent to Mister Cruz by Certified Mail and Regular Mail.

On 9-6-12, Tex Ziadie received an undated letter from the Mister Cruz, stating that he would lose his house to foreclosure. A Summons to appear at the October Code Enforcement Board Meeting was sent to Mister Cruz on 9-12-12 and delivered by the Police Department, Certified Mail and Regular Mail.

Subsequent to the Summons being issued, Mister Cruz called Tex to discuss the case. He stated that he had a potential buyer and was working on selling the house.

Mister Cruz presented his case as follows:

Mister Cruz stated that he had begun a large addition to his property back in 2007. It was to be his dream house. However, he had problems and ended up getting a divorce. Thereafter he lost a lot of money and could no longer afford to complete the addition. Now he will lose the house to foreclosure. He has contracted with a realtor to sell the house on a short sale and he has a prospective buyer. Mister Cruz provided a copy of a contract with the realtor that he had just signed (Attached as Exhibit "A").

The Board members asked Mister Cruz some questions about the contract and how his mortgage would be paid off.

Rhonda Calvert made a motion that Mister Cruz be allowed until the Code Enforcement Board meeting in January (it is scheduled for January 1, 2013, but will likely be re-scheduled due to the holiday). If he has not sold the house by then, he will need to come back to the meeting in January to appear before the Board again. The motion was seconded by Member John Bankston and passed unanimously on roll call vote.

5) OLD BUSINESS-Report on prior cases

Tex Ziadie reported on the following old cases:

221 Deer Run-Roof permit issued and work proceeding.

930 N. Royal Poinciana Blvd.-The pool has been drained and the grass cut. The excess material on the back porch still has not been removed. The Christian Service League is working with the owner to get the property in compliance. The fine is still running on both cases.

132 Whitethorn Drive-In compliance. However Tex is keeping the case open as he still wants Mister Michelson to remove some other material.

990 Morningside Drive-Demolition complete (pictures displayed).

6) Council Liaison Report and Request

Councilwoman Ator was present. She did not have any formal statement for the Board except to thank them for their service and ask if they had any questions for her.

Tex Ziadie gave the Board an update on the staffing of the Building and Code

Compliance Department. Part Time Code Compliance Officer Jose Sadin has resigned to accept a Full Time teaching position. The second Part Time Code Compliance Officer position will be left open for this Fiscal year in order to assist with the Budget deficit. Former Full Time Building Specialist Christine Rodriguez will be moving back to Miami and she will be accepting the Part Time Code Compliance Officer position effective the first week of November.

7) Adjournment

There being no further business the meeting was duly adjourned at 7:26 p.m.

Respectfully Submitted:



Tex Ziadie
Code Compliance Officer
Director-Building Department
Acting as Clerk of the Board

Approved as written during meeting of:

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

Exhibit A



This Exclusive Right of Sale Listing Agreement ("Agreement") is between PEDRO CRUZ ("Seller") and

MIAMI PREMIERE REALTY / Lani Rangel ("Broker").

1. AUTHORITY TO SELL PROPERTY: Seller gives Broker the EXCLUSIVE RIGHT TO SELL the real and personal property collectively "Property" described below, at the price and terms described below, beginning the ___ day of ___ and terminating at 11:59 p.m. the ___ day of ___ ("Termination Date"). Upon full execution of a contract for sale and purchase of the Property, all rights and obligations of this Agreement will automatically extend through the date of the actual closing of the sales contract. Seller and Broker acknowledge that this Agreement does not guarantee a sale. This Property will be offered to any person without regard to race, color, religion, sex, handicap, familial status, national origin or any other factor protected by federal, state or local law. Seller certifies and represents that he/she/it is legally entitled to convey the Property and all improvements.

2. DESCRIPTION OF PROPERTY: (a) Real Property Street Address: 249 IROQUOIS ST, MIAMI SPRINGS, FL 33166

Legal Description: GOLF COURSE ADD HIALEAH PB 8-91 LOT 25 & S20FT LOT 26 BLK 3 LOT SIZE 60.000 X 135 OR

(b) Personal Property, including appliances: See Attachment

(c) Occupancy: Property is not currently occupied by a tenant. If occupied, the lease term expires

3. PRICE AND TERMS: The property is offered for sale on the following terms, or on other terms acceptable to Seller:

(a) Price: \$110,000.00

(b) Financing Terms: Cash Conventional VA FHA Other

(c) Seller Financing: Seller will hold a purchase money mortgage in the amount of \$ with the following terms:

(d) Assumption of Existing Mortgage: Buyer may assume existing mortgage for \$ plus an assumption fee of \$. The mortgage is for a term of years beginning in at an interest rate of % fixed variable (describe) Lender approval of assumption is required is not required unknown. Notice to Seller: You may remain liable for an assumed mortgage for a number of years after the Property is sold. Check with your lender to determine the extent of your liability. Seller will ensure that all mortgage payments and required escrow deposits are current at the time of closing and will convey the escrow deposit to the buyer at closing.

(e) Seller Expenses: Seller will pay mortgage discount or other closing costs not to exceed % of the purchase price; and any other expenses Seller agrees to pay in connection with a transaction.

4. BROKER OBLIGATIONS AND AUTHORITY: Broker agrees to make diligent and continued efforts to sell the Property until a sales contract is pending on the Property. Seller authorizes Broker to:

(a) Advertise the Property as Broker deems advisable including advertising the Property on the internet unless limited in (4) (a)(i) or (4)(a)(ii) below.

(b) Place appropriate transaction signs on the Property, including "For Sale" signs and "Sold" signs (once Seller signs a sales contract) and use Seller's name in connection with marketing or advertising the Property.

(c) Obtain information relating to the present mortgage(s) on the Property.

(d) Place the property in a multiple listing service(s) (MLS). Seller authorizes Broker to report to the MLS/Association of Realtors this listing information and price, terms and financing information on any resulting sale. Seller authorizes Broker the MLS and/or Association of Realtors to use, license or sell the active listing and sold data.

(e) Provide objective comparative market analysis information to potential buyers; and

(f) (Check if applicable) Use a lock box system to show and access the Property. A lock box does not ensure the Property's

(g) (Check if applicable) Use a lock box system to show and access the Property. A lock box does not ensure the Property's

(h) (Check if applicable) Use a lock box system to show and access the Property. A lock box does not ensure the Property's

(i) (Check if applicable) Use a lock box system to show and access the Property. A lock box does not ensure the Property's

Seller and Broker/Sales Associate acknowledge receipt of a copy of this page, which is Page 1 of 5 Pages.



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EXHIBIT A

54 security; Seller is advised to secure or remove valuables. Seller agrees that the lock box is for Seller's benefit and releases Broker,
55 persons working through Broker and Broker's local Realtor Board / Association from all liability and responsibility in connection with
56 any loss that occurs. Withhold verbal offers. Withhold all offers once Seller accepts a sales contract for
57 the Property.

58 (g) Act as a single agent of Seller with consent to transition to transaction broker.

59 (h) Virtual Office Websites: Some real estate brokerages offer real estate brokerage services online. These websites are referred to
60 as Virtual Office Websites ("VOW"). An automated estimate of market value or reviews and comments about a property may be
61 displayed in conjunction with a property on some VOWs. Anyone who registers on a Virtual Office Web site may gain access to
62 such automated valuations or comments and reviews about any property displayed on a VOW. Unless limited below, a VOW may
63 display automated valuations or comments/reviews (blogs) about this Property.

64 Seller does not authorize an automated estimate of the market value of the listing (or hyperlink to such estimate) to be
65 displayed in immediate conjunction with the listing of this Property.

66 Seller does not authorize third parties to write comments or reviews about the listing of the Property (or display a
67 hyperlink to such comments or reviews) in immediate conjunction with the listing of this Property.

68 5. SELLER OBLIGATIONS: In consideration of Broker's obligations, Seller agrees to:

69 (a) Cooperate with Broker in carrying out the purpose of this Agreement, including referring immediately to Broker all
70 inquiries regarding the Property's transfer, whether by purchase or any other means of transfer.

71 (b) Provide Broker with keys to the Property and make the Property available for Broker to show during reasonable times.

72 (c) Inform Broker prior to leasing, mortgaging or otherwise encumbering the Property.

73 (d) Indemnify Broker and hold Broker harmless from losses, damages, costs and expenses of any nature, including attorney's
74 fees, and from liability to any person, that Broker incurs because of (1) Seller's negligence, representations, misrepresentations,
75 actions or inactions, (2) the use of a lock box, (3) the existence of undisclosed material facts about the Property, or (4) a court or
76 arbitration decision that a broker who was not compensated in connection with a transaction is entitled to compensation from
77 Broker. This clause will survive Broker's performance and the transfer of title.

78 (e) To perform any act reasonably necessary to comply with FIRPTA (Internal Revenue Code Section 1445).

79 (f) Make all legally required disclosures, including all facts that materially affect the Property's value and are not readily
80 observable or known by the buyer. Seller represents there are no material facts (building code violations, pending code
81 citations, unobservable defects, etc.) other than the following:

82 _____
83 Seller will immediately inform Broker of any material facts that arise after signing this Agreement.

84 (g) Consult appropriate professionals for related legal, tax, property condition, environmental, foreign reporting
85 requirements and other specialized advice.

86 6. COMPENSATION: Seller will compensate Broker as specified below for procuring a buyer who is ready, willing and able
87 to purchase the Property or any interest in the Property on the terms of this Agreement or on any other terms acceptable to
88 Seller. Seller will pay Broker as follows (plus applicable sales tax):

89 (a) 6 % of the total purchase price plus \$ _____ OR \$ _____, no later than the
90 date of closing specified in the sales contract. However, closing is not a prerequisite for Broker's fee being earned.

91 (b) _____ (\$ or %) of the consideration paid for an option, at the time an option is created. If the option is
92 exercised, Seller will pay Broker the paragraph 6(a) fee, less the amount Broker received under this subparagraph.

93 (c) _____ (\$ or %) of gross lease value as a leasing fee, on the date Seller enters into a lease or agreement to
94 lease, whichever is soonest. This fee is not due if the Property is or becomes the subject of a contract granting an
95 exclusive right to lease the Property.

96 (d) Broker's fee is due in the following circumstances: (1) If any interest in the Property is transferred, whether by sale, lease,
97 exchange, governmental action, bankruptcy or any other means of transfer, regardless of whether the buyer is secured by
98 Broker, Seller or any other person. (2) If Seller refuses or fails to sign an offer at the price and terms stated in this Agreement,
99 defaults on an executed sales contract or agrees with a buyer to cancel an executed sales contract. (3) If, within _____ days
100 after Termination Date ("Protection Period"), Seller transfers or contracts to transfer the Property or any interest in the Property
101 to any prospects with whom Seller, Broker or any real estate licensee communicated regarding the Property prior to Termination
102 Date. However, no fee will be due Broker if the Property is relisted after Termination Date and sold through another broker.

103 (e) Retained Deposits: As consideration for Broker's services, Broker is entitled to receive _____ % of all deposits that
104 Seller retains as liquidated damages for a buyer's default in a transaction, not to exceed the paragraph 6(a) fee.

105 7. COOPERATION AND COMPENSATION WITH OTHER BROKERS: Broker's office policy is to cooperate with all other
106 brokers except when not in Seller's best interest: and to offer compensation in the amount of 3 % of the
107 purchase price or \$ _____ to Buyer's agents, who represent the interest of the buyers, and not the interest of Seller
108 in a transaction; and to offer compensation in the amount of 3 % of the purchase price or \$ _____
109 to a broker who has no brokerage relationship with the Buyer or Seller; and to offer compensation in the amount of
110 3 % of the purchase price or \$ _____ to Transaction brokers for the Buyer; None of the above (if this
111 is checked, the Property cannot be placed in the MLS.)

112 Seller RC (_____) and Broker/Sales Associate (Signature) (_____) acknowledge receipt of a copy of this page, which is Page 2 of 5 Pages.

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EXHIBIT A

113 8. BROKERAGE RELATIONSHIP:

114

SINGLE AGENT NOTICE

115 FLORIDA LAW REQUIRES THAT REAL ESTATE LICENSEES OPERATING AS SINGLE AGENTS DISCLOSE TO BUYERS AND
116 SELLERS THEIR DUTIES.

117* As a single agent, MIAMI PREIERE REALTY / Lanie Rangel
118 and its associates owe to you the following duties:

- 119 1. Dealing honestly and fairly;
- 120 2. Loyalty;
- 121 3. Confidentiality;
- 122 4. Obedience;
- 123 5. Full disclosure;
- 124 6. Accounting for all funds;
- 125 7. Skill, care, and diligence in the transaction;
- 126 8. Presenting all offers and counteroffers in a timely manner, unless a party has previously directed the licensee otherwise in writing; and
- 127 9. Disclosing all known facts that materially affect the value of residential real property and are not readily observable.

129* 9/27/12 [Signature]
130 Date Signature

131 CONSENT TO TRANSITION TO TRANSACTION BROKER

132 FLORIDA LAW ALLOWS REAL ESTATE LICENSEES WHO REPRESENT A BUYER OR SELLER AS A SINGLE AGENT TO CHANGE FROM A
133 SINGLE AGENT RELATIONSHIP TO A TRANSACTION BROKERAGE RELATIONSHIP IN ORDER FOR THE LICENSEE TO ASSIST BOTH
134 PARTIES IN A REAL ESTATE TRANSACTION BY PROVIDING A LIMITED FORM OF REPRESENTATION TO BOTH THE BUYER AND THE
135 SELLER. THIS CHANGE IN RELATIONSHIP CANNOT OCCUR WITHOUT YOUR PRIOR WRITTEN CONSENT.
136

137* As a transaction broker, MIAMI PREIERE REALTY / Lanie Rangel
138 and its associates, provides to you a limited form of representation that includes the following duties:

- 139 1. Dealing honestly and fairly;
 - 140 2. Accounting for all funds;
 - 141 3. Using skill, care, and diligence in the transaction;
 - 142 4. Disclosing all known facts that materially affect the value of residential real property and are not readily observable to the buyer;
 - 143 5. Presenting all offers and counteroffers in a timely manner, unless a party has previously directed the licensee otherwise in writing;
 - 144 6. Limited confidentiality, unless waived in writing by a party. This limited confidentiality will prevent disclosure that the seller will accept a price less than the asking or listed price, that the buyer will pay a price greater than the price submitted in a written offer, of the motivation of any party for selling or buying property, that a seller or buyer will agree to financing terms other than those offered, or of any other information requested by a party to remain confidential; and
 - 145 7. Any additional duties that are entered into by this or by separate written agreement.
- 149 Limited representation means that a buyer or seller is not responsible for the acts of the licensee. Additionally, parties are giving up their rights to the undivided loyalty of the licensee. This aspect of limited representation allows a licensee to facilitate a real estate transaction by assisting both the buyer and the seller, but a licensee will not work to represent one party to the detriment of the other party when acting as a transaction broker to both parties.

153* _____ I agree that my agent may assume the role and duties of a transaction broker. (must be initialed or signed)

154* 9/27/12 [Signature] _____
155 Date Signature Signature

156 MIAMI PREIERE REALTY / Lanie Rangel
157* As a transaction broker, MIAMI PREIERE REALTY / Lanie Rangel
158 and its associates, provides to you a limited form of representation that includes the following duties:

- 159 1. Dealing honestly and fairly;
- 160 2. Accounting for all funds;
- 161 3. Using skill, care, and diligence in the transaction;

162* Seller (RS) () and Broker/Sales Associate (LR) () acknowledge receipt of a copy of this page, which is Page 3 of 5 Pages.

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EXHIBIT A

163 4. Disclosing all known facts that materially affect the value of residential real property and are not readily observable to the buyer;
164 5. Presenting all offers and counteroffers in a timely manner, unless a party has previously directed the licensee otherwise in writing;
165 6. Limited confidentiality, unless waived in writing by a party. This limited confidentiality will prevent disclosure that the seller
166 will accept a price less than the asking or listed price, that the buyer will pay a price greater than the price submitted in a
167 written offer, of the motivation of any party for selling or buying property, that a seller or buyer will agree to financing terms
168 other than those offered, or of any other information requested by a party to remain confidential; and
169 7. Any additional duties that are entered into by this or by separate written agreement.
170 Limited representation means that a buyer or seller is not responsible for the acts of the licensee. Additionally, parties are giving up
171 their rights to the undivided loyalty of the licensee. This aspect of limited representation allows a licensee to facilitate a real estate
172 transaction by assisting both the buyer and the seller, but a licensee will not work to represent one party to the detriment of the other
173 party when acting as a transaction broker to both parties.

174* _____ 9/27/12 _____
175 Date Signature Signature

176 9. CONDITIONAL TERMINATION: At Seller's request, Broker may agree to conditionally terminate this Agreement. If
177 Broker agrees to conditional termination, Seller must sign a withdrawal agreement, reimburse Broker for all direct expenses
178* incurred in marketing the Property and pay a cancellation fee of \$ _____ plus applicable sales tax. Broker may
179 void the conditional termination and Seller will pay the fee stated in paragraph 6(a) less the cancellation fee if Seller transfers
180 or contracts to transfer the Property or any interest in the Property during the time period from the date of conditional
181 termination to Termination Date and Protection Period, if applicable.

182 10. DISPUTE RESOLUTION: This Agreement will be construed under Florida law. All controversies, claims and other
183 matters in question between the parties arising out of or relating to this Agreement or the breach thereof will be settled by first
184 attempting mediation under the rules of the American Arbitration Association or other mediator agreed upon by the parties. If
185 litigation arises out of this Agreement, the prevailing party will be entitled to recover reasonable attorney's fees and costs,
186 unless the parties agree that disputes will be settled by arbitration as follows: Arbitration: By initialing in the space provided,
187* Seller (____) (____), Listing Associate (____) and Listing Broker (____) agree that disputes not resolved by mediation will
188 be settled by neutral binding arbitration in the county in which the Property is located in accordance with the rules of the
189 American Arbitration Association or other arbitrator agreed upon by the parties. Each party to any arbitration (or litigation to
190 enforce the arbitration provision of this Agreement or an arbitration award) will pay its own fees, costs and expenses,
191 including attorney's fees, and will equally split the arbitrators' fees and administrative fees of arbitration.

192 11. MISCELLANEOUS: This Agreement is binding on Broker's and Seller's heirs, personal representatives, administrators, successors
193 and assigns. Broker may assign this Agreement to another listing office. This Agreement is the entire agreement between Broker and
194 Seller. No prior or present agreements or representations shall be binding on Broker or Seller unless included in this Agreement.
195 Signatures, initials and modifications communicated by facsimile will be considered as originals.
196 The term "buyer" as used in this Agreement includes buyers, tenants, exchangors, optionees and other categories of
197 potential or actual transferees.

198* 12. ADDITIONAL TERMS:
199* Property must close and use Alfredo Garcia-Mendoza
200* PA as the Title/Closing Agent for this transaction.

201* _____
202* _____
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215* _____

216* Seller (____) and Broker/Sales Associate (____) acknowledge receipt of a copy of this page, which is Page 4 of 5 Pages.

Exhibit A

217* Date: _____ Seller's Signature: _____ Tax ID No: _____

218* Telephone#'s: Home (786) 715-7672 Work _____ Cell _____ Fax: _____

219* Address: 249 IROQUOIS STREET E-mail: _____

220* Date: _____ Seller's Signature: _____ Tax ID No: _____

221* Telephone#'s: Home _____ Work _____ Cell _____ Fax: _____

222* Address: _____ E-mail: _____

223* Date: _____ Authorized Listing Associate or Broker: Lanie Rangel, fmel

224* Brokerage Firm Name: MIAMI PREIERE REALTY Telephone: _____

225* Address: 9211 SUNSET DRIVE, #102

226* Copy returned to Customer on the _____ day of _____, _____ by: personal delivery mail E-mail facsimile.

The copyright laws of the United States (17 U.S. Code) forbid the unauthorized reproduction of this form by any means including facsimile or computerized forms.

227* Seller (Signature) and Broker/Sales Associate (Signature) acknowledge receipt of a copy of this page, which is Page 5 of 5 Pages.
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CITY OF MIAMI SPRINGS, FLORIDA

The **Board of Adjustment** met in Regular Session at 7:00 p.m., on Monday, October 1, 2012 in the Council Chambers at City Hall.

1) Call to Order/Roll Call

The meeting was called to order at 7:05 p.m.

The following were present: Vice Chairman Francisco Fernández
Ernie Aloma
Kevin Berounsky
Bill Tallman

Absent: Chairman Manuel Pérez-Vichot

Also present: City Attorney Jan K. Seiden
Zoning and Planning Director Jim H. Holland
Board Secretary Elora R. Sakal

2) Approval of Minutes

Minutes of the September 5, 2012 meeting were approved as written.

Board member Tallman moved to approve the minutes. Board member Berounsky seconded the motion which was carried unanimously on voice vote.

3) Old Business: None.

4) New Business:

- A) Case # 07-V-12
Roy Sandri
290 Hunting Lodge Drive
Zoning: R-1A
Lot Size: 75 ft. x 300 ft.**

Applicant is requesting a variance from Code Section 150-034 (A) to permit air conditioning compressors in a side yard.

City Attorney Seiden explained that since there are four members present tonight, applicants must get three affirmative votes to grant their variance.

Zoning and Planning Director Holland commented that this is a new house that is under construction. A niche was created in the wall on the west side to accommodate the air conditioning unit and pool equipment. The home next door which would be impacted by the equipment is some 64-feet away from the property line. The former house that was there had the air conditioning and pool equipment on the same side yard that is being proposed.

To answer Vice Chairman Fernández' question, Mr. Holland replied that courtesy notices were sent out and there were no letters in support or objection.

Vice Chairman Fernández asked if the variance from last month's meeting was similar to this one and City Attorney Seiden explained that it was somewhat similar due to the fact that it is a house that is under construction.

City Attorney Seiden said that his comments remain the same as the comments he had for the previous variance last month. He respectfully disagrees with Mr. Holland's recommendation. He understands the 64-foot setback, but he believes that the code is pretty clear. If a home is being built from a blank slate it should be built to meet the code.

Applicant Roy Sandri stated that the plans had originally been approved and when he went to make a change to another part of the home, the plan was disapproved after construction had already started.

City Attorney Seiden said that inspections have been made on the home and no electric lines have been installed and it is at a very preliminary stage.

Mr. Sandri commented that the previous home was not within the setback and the air conditioning unit was between the setback and the fence.

Board member Aloma said that as previously discussed at the last Board of Adjustment meeting with the other variance, if there is a home that has a setback of 25-feet and the home behind it also has a setback of 25-feet; it would be a total of 50-feet. The City is forcing homeowners to put their air conditioning unit 50 feet from the house behind them and it would be compliant. He does not believe that the code makes any sense.

City Attorney Seiden explained that it makes perfect sense because it sets a standard that the City wants all equipment in the rear yard. The reality is that it is a 20,000 square foot lot and the code should be read by the architect and equipment should be placed in the correct area.

Architect Alex Plasencia expressed his views on what the code means when it says the rear yard. He said that in this case he has a design limitation because the home is on a lot that is 75' x 300' deep.

Vice Chairman Fernández asked how long the home is and Mr. Plasencia responded that the home is approximately 200 feet long.

Board member Aloma asked why this option is offered to residents for cases such as this one if the code is so specific and City Attorney Seiden replied that a resident is entitled to come before the Board of Adjustment and ask for relief.

City Attorney Seiden commented that the perspective from Mr. Plasencia deals with financial issues and those are not hardship issues.

Vice Chairman Fernández stated that the Board is to grant relief when there is a hardship. In his opinion, when there is a clean slate there is no hardship.

Mr. Plasencia said that a site is dictating a type of house that makes it very difficult and inefficient to put a unit in the back of the home.

To answer Board member Aloma's question, City Attorney Seiden replied that the definition of a side yard is any part of the side of the house even if there is a recess section that would engulf the entire unit.

City Attorney Seiden read the code section to the board members.

Mr. Plasencia explained that if any point along the side of the home is considered a side yard then any point behind a portion of the house would be considered a rear yard.

Board member Tallman clarified that it must be behind the rear most portion of the house.

City Attorney Seiden said that he would have preferred Mr. Plasencia to come to the City before the plans were drawn so that he would have been aware of what the code was.

Mr. Plasencia stated that he did the plans and the drawings and they were submitted and approved so they started construction. The refrigerant lines are underground and ready for this location. To move this unit to the back represents a major engineering issue.

City Attorney Seiden asked Mr. Plasencia if he notified or called to the attention of the staff in the Building Department that he had placed the unit in that location and Mr. Plasencia replied that the drawing showed clearly where the units were going.

Discussion ensued regarding the involvement of the Building Department and if the Board of Adjustment felt that they needed to be present at a meeting to explain the situation.

Mr. Holland commented that the original approval was made by him and he took the interpretation of a rear yard the same way that Mr. Plasencia does and he was corrected.

Joanne Mercurio of 300 Hunting Lodge Drive commented that she is the neighbor who is 64 feet away from this home. The house that was there previously had air conditioning units in the back and they were quiet. Her home is situated in such a way that if the air conditioning unit is installed in the side yard it would impact her backyard which is where she does most of her entertaining.

Ms. Mercurio said that if the Board approves the variance, she would request that the homeowner put some type of a wall to protect the noise that would impact her back yard.

Board member Berounsky asked if it would make a difference if it was on the same side of the property but in the rear yard and Ms. Mercurio responded that it would make a big difference because there is no neighbor in the back yard.

Ms. Mercurio noted that a wall has been built in front of the house that goes from one property line to the other property line and it is nowhere near a 10% setback and she worries that emergency equipment will not be able to get to the back of the home without removing her fence. She agrees with the ordinance that air conditioners should be placed in the rear yard.

City Attorney Seiden explained that the reason why Council changed the ordinance is because even though units are quieter now, there are very rarely any rear yard impacts to neighbors.

Board member Tallman referred to the last meeting and said that the purpose of this board is to look for a hardship and to make allowances for cases where there is hardship, but not to take a piece of the code and unilaterally bend around it.

Discussion ensued regarding the type of screening that would need to be conditioned by the Board if they decided to approve the variance.

The motion for denial failed on roll call vote of 2-2 with Board member Tallman and Vice Chairman Fernández being the supporting votes and Board member Aloma and Board member Berounsky being the dissenting votes.

City Attorney Seiden explained to the applicant that he has the right to appeal within 30 days. He suggested that the applicant come to the City Council Meeting to watch the Board of Appeals case that will take place that is similar to his. He mentioned to Ms. Mercurio that she will be advised if there is a Board of Appeals meeting.

Board member Aloma suggested that the applicant should provide the actual shop drawing on the air conditioning unit and information showing if it is a soft start and what the decibel levels are when the unit is running.

City Attorney Seiden said that if the applicant can establish what has actually been constructed on the property, it would be helpful during the appealing process.

Board member Tallman suggested that providing the hardship for the engineering may be another point to bring to Council with respect with what it would take to move the air conditioning unit from an engineering standpoint.

**B) Case # 08-V-12
Francisco Bravo
1161 Ibis Avenue
Zoning: R-1B
Lot Size: 9,525 sq. ft.**

Applicant is requesting a variance from Code Section 150-034 (A) to permit air conditioning compressors in a side yard.

Mr. Holland commented that there is a conflict in the code between two of the sections. One part of the section states that *"no portion of a central air conditioning or heating unit shall be located in any minimum rear yard setback."* The applicant is proposing an addition to the rear of his house that is eleven inches above the minimum setback which does not give enough room for an air conditioning compressor.

The side yard setback from that location is 14 feet and the neighbor to the east is at 7.5 feet so there is 21.5 feet between the houses where the unit would sit. The impacted property owner which is the neighbor to the east submitted a letter of support and he also has equipment in his side yard in the form of sprinkler pumps.

City Attorney Seiden asked Mr. Bravo where the current equipment exists and Mr. Bravo replied that it is currently on the west side of the home.

Mr. Bravo explained that he is going to leave the current air conditioning unit where it is and place the new air conditioning unit for the addition on the east side of the home.

To answer City Attorney Seiden's question, Mr. Bravo said that he did consider placing the new unit on the same side as the other unit but it is in the setback so it is a non-build-able area.

Board member Aloma approved the variance. Vice Chairman Fernández seconded the motion.

To answer Board member Berounsky's question, Mr. Bravo replied that he was told by Code Enforcement that he could not place the new unit where the current unit is because it did not comply with the code.

Vice Chairman Fernández commented that the applicant can place it in the rear yard if he makes his addition a foot smaller and creates a notch. He asked Mr. Bravo if creating a notch would be a possibility.

Mr. Bravo replied that anything is possible but he would have to re-do all of the plans and go through all of the paperwork again.

Board member Aloma feels that these cases should not be coming to the Board of Adjustment. The homeowners are not aware of what they can and cannot do so they go to the Building Department expecting to be told what is permitted. Once they are approved by the Building Department they begin building or constructing and then they are brought to the Board of Adjustment.

Vice Chairman Fernández said that it goes beyond what Board member Aloma stated. Homeowners hire an architect or an engineer that is supposed to be an expert. If they are not familiar with the code then they should read it. Homeowners are paying for expertise and are not receiving it.

To answer City Attorney Seiden's question, Mr. Bravo explained that the process began in July of 2011 when his already approved permit was disapproved. His architect paid a revision fee and met with Mr. Holland. Plans were approved to place hedges on the front and sides of the compressor and now he is here trying to get relief.

The motion for approval failed on roll call vote of 2-2 with Board member Aloma and Board member Berounsky being the supporting votes Board member Tallman and Vice Chairman Fernández being the dissenting votes.

City Attorney Seiden explained to Mr. Bravo that he has the right to file an appeal. It will most likely be heard at the same time as the item that was denied tonight as well.

Vice Chairman Fernández commented that the more appeals that Council receives regarding this issue, the more inclined they may be to make changes to the code.

City Attorney Seiden stated that if Mr. Bravo feels that creating a notch in the addition may be of interest to him, he can let the City know and they will try and help him get the plans through on an expedited basis.

Discussion ensued regarding the history and reasoning for Council's change of the code.

Board member Aloma feels that the code should be changed. He suggested that the code could include a limit on the noise that an air conditioning unit can make.

- C) Case # 09-V-12
Nalini Dawne Perera
1395 Ludlum Drive
Zoning: R-1C
Lot Size: 87.47 ft. x 104.54 ft.**

Applicant is requesting a variance from Code Section 150-012 (C) (1) a five-foot metal picket fence in a front yard.

Mr. Holland said that the code requirement for a fence in the front yard is 3.5 feet. The plans were approved in error by him. The contractor indicated that he did not fabricate the fence until after the plans were approved by the Building Department and the timeline checks out that this is the case. He did not receive any letters of support or objection.

Ms. Perera commented that she has tried very hard to comply with the City from the beginning when she started renovating the home. She was very surprised when this happened because it is not in her nature to do something that would cause an inappropriate action such as this. She apologized very much for what may have been an oversight on her part.

Mr. Holland explained that it was not an oversight on her part and that it was an oversight on his part.

Board member Berounsky said that he does not agree with anything being five feet in the front yard. Fortunately it is not a solid fence and she has done her due diligence and was not trying to intentionally disobey the code.

City Attorney Seiden clarified that this case will not set precedent for any future cases related to fencing height in the front yard.

Vice Chair Fernandez asked out of curiosity if it would be possible to cut the fence to a lower height and Board member Aloma replied that it would damage the design at the top of the fence which appears to be the lateral stiffening of the fence.

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

City Attorney Seiden advised Ms. Perera that her variance has been approved but she cannot finish the installation until after the 10-day appeal period. She may contact Mr. Holland after the 10-day appeal period to get confirmation to move forward or not.

Vice Chairman Fernández said that for the record, the issue is not the fence in the front yard; it is the height of the fence.

**D) Case # 10-V-12
Aero Systems Aviation Corp.
5415 N.W. 36th Street
Zoning: N.W. 36th Street District
Lot Size: 250 ft. x 135 ft.**

Applicant is requesting a variance from Code Section 150-030 (C)(12) to permit an off-premise commercial sign.

Mr. Holland commented that this sign is for the new Best Western Hotel that is currently under construction. The owner of the Best Western property is also the owner of the Aero Systems site. He believes that the sign as proposed is too large and is in conflict with provisions of the N.W. 36th Street District as far as signage is concerned. The maximum area for signage is 30 square feet per acre.

Mr. Holland stated that if the sign exceeds 20 square feet then landscaping at the base of the sign has to be accomplished. The recommendation is for approval of this variance, subject to the limitation of 23.24 square feet of area of the sign, and that the landscaping is incorporated as a base. A representative of Aero Systems is present and there were no letters in support or opposition.

Vice Chairman Fernández asked what would happen if the property on 36th Street changes hands at a later date and Mr. Holland replied that it would be the property owner's responsibility.

Ralph Bodden, Representative for Aero Systems said that there is a fenced in area with forty parking spaces and the sign would be on the N.W. corner of 36th Street and Hugh Frank Drive or the S.E. corner of the property.

Board member Aloma stated that the size is definitely a concern and there would have to be a condition of any consideration.

Anthony Krewsheshki of U.S. Airmotive said that he wanted to know where the sign would be placed and what it would look like.

Rose Krewsheshki of U.S. Airmotive asked what kind of sign it was going to be and Mr. Bodden replied that it is going to be a sign that says "Best Western turn here".

Discussion ensued regarding clarification to Mr. and Mrs. Krewsheshki on what the sign was going to look like and where it was going to be placed.

Board member Tallman moved to approve the variance. Board member Berounsky seconded the motion which was carried unanimously on voice vote.

City Attorney Seiden advised Mr. Bodden of the 10-day appeal period.

5) Other Business: None.

6) Adjournment

There was no further business to be discussed and the meeting was adjourned at 8:05 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".
