



Miami Springs
Police Department

Memorandum

To: James R. Borgmann, City Manager

From: Peter G. Baan, Chief of Police

Subject: Phone System, LETF Expenditure

Date: 08/19/2011

The City is currently considering the purchase of a new Voice Over Internet Protocol Phone System. Since this system will provide numerous enhancements over the current phone system, the Police Department's share of the initial installation and maintenance contract can be funded out of the Law Enforcement Trust Fund. The following are a few of the many system enhancements:

- Each phone number can be configured with multiple voicemail boxes
- Ability to record calls
- Users moving between offices or buildings simply take their phone with them
- Forward incoming calls to anywhere

I recommend that 38.6% (Police Department's share) of the total cost of the system and the maintenance contract for 3 years be funded from the Law Enforcement Trust Fund. Below is a breakdown of the cost:

38.6% of the initial installation and hardware of \$24,313.00	\$ 9,384.82
38.6% of the \$1,000.00/month maintenance contract for 36 months	\$13,896.00
Total:	\$23,280.82

cc: William Alonso, Finance Director

Agenda Item No. 10C

City Council Meeting of:

AUG 22, 2011

Sheet1

	A	B	C	E	F
	MIAMI SPRINGS FARMER'S MARKET NOV. 5, 12-13, 19, 26, 1 DEC.2, 10				
2	Budget Items				
3					
4	SITE / LOGISTICS				
5	Event Application		100		refundable to The Chamber
6	Set-up Staffing Charges		400		Pub Wks?
7	Teardown Staffing Charges		400		Pub Wks?
8	Produce Vendor fee				7000 10 X \$100 X 7 events
9	Orchid Vendor fee (Nov. 12-13)				4000 Nov. 12-13; 20 X \$200
10	Security Charges (NOV.12-13 only)		360		\$22.50hr X 16hrs (1600-0800):2 armed guards;
11	Market Manager fee		2500		250 hrs. @ \$10
12	Subtotal		3760	11000	
13					
14	FOOD SERVICE				
15	food trucks (3 per event)				2100 \$100 fee x 3 trucks X 7 events
16	local food vendors (3 per event)		0		0 invited free
17	civic organizations (2 per event)		0		0 invited free
18	churches (2 per event)		0		0 invited free
19	Subtotal		0	2100	
20					
21	RENTALS AND STAGING				
22	Tables and Chairs		0		City's used
23	Staging and Flooring		0		City's used
24	Tenting + Installation		0		will be borrowed
25	Security fencing (Nov.12-13 only)		1500		fencing; install/strike(Nov.12-13)
26	Portable bathroom trailer		2450		\$350 X 7 events
27	Subtotal		3950	0	
28					
29	ENTERTAINMENT/SPEAKERS				
30	Guest Speakers		600		Nov.12-13 only; \$150 X 4
31	Speaker Lodging (NOV.12-13 only)		240		3nts @ \$80
32	Speaker Meal per diem ("		80		2 days @ \$40
33	Entertainment		3500		500 ea. Event
34	Disc Jockey or Music Services		1050		150 ea. Event
35	Subtotal		5470	0	
36					
37	A & P ITEMS				
38	Printing Charges		350		flyers, postcards, b/c,
39	Postage		480		1000 pieces; growers, suppliers

40	Print Advertising Product	2340	6 X 1/4-pg. Gazette; 2 X 2ci x 2ci Herald; 1 X El Herald
41	Brochures/Pamphlet/Posters	400	cards, banners, posters
42	Subtotal	3570	0
43			
44			
45	MISC. ITEMS / CONTINGENCY		
46	administrative costs	500	supplies, phone, Internet
47	Special Event Insurance	1800	\$263 per event X 7
	FL Assoc. of Comm. Farmer's		
48	Markets	100	membership fee
49	Volunteer Thank-You Party	500	50pax. X \$10
50	Contingency	2000	
51	Subtotal	4900	
52	Total	21,650	13,100



August 21, 2011

Dear Mayor Garcia

Vice Mayor Best

Councilman Espino

Councilman Lob

Councilwoman Ator:

JENNIFER

As you are acutely aware, the Curtiss Mansion Inc. Board of Directors has worked diligently for the past 13 years to create/re-create the last remaining home of national hero and City founder, Glenn H. Curtiss. It has been the challenge of a lifetime, but we were determined to give the people of Miami Springs, as well as the global community, a place to gather and salute our nation's unsung heroes, celebrate local/regional/national/aviation/transportation histories and lay groundwork for the excitement of the future. We believe that we have accomplished these goals, along with the dictum to make the Mansion as self-sustaining as possible so it will not be a burden on the taxpayers.

Recent community attention has been focused on the details of making use of historic preservation tax credits for the rehabilitation of the Mansion. Although the opportunity was presented to me by the City Manager over two years ago, it is just now being addressed in open forum. Standard procedures indicate that the optimal and practical period in which to start the process is at the beginning of the build out for reasons that have become all too clear over the past month.

As I stated at a recent City Council meeting, CMI performed our due diligence well over two years ago and was assured by the director of Miami-Dade County's Historic Preservation Department as well as the president of the National Historic Trust in Washington that the offer was legitimate. Other historic projects in Miami, notably the War Museum and the Marine Stadium, learned of this same opportunity and changed their whole process to allow for the incorporation of tax credit sales to benefit their sites. The Wishneff team visited City officials no less than four times to answer questions and concerns.

We have now arrived at the 11th hour and time is working against us since everything must be in order, including US Park Service approval, before the site is open to the public. On the one hand, the only way to allow for the correct tax-credit procedures to be in place is to delay the opening of the Mansion. The alternative is very intense individual and corporate fundraising efforts by CMI. Since CMI had planned on the use of the tax-credit funds to finalize the Mansion parking, lighting and landscaping, we were gearing up for the corporate efforts after the Mansion doors opened and we had a showplace, not just a dream, for visitation purposes.

Strategic Planning... ...A Consensus Building Process



Writing the strategic plan is easy...

The challenge is turning it into a
blueprint for service delivery

This can only be achieved through
consensus:

- within your organization, and
- among your residents



How Do You Build Consensus?

- Community Input:
 - Community Forums/Focus Groups
 - A Special Business Community Forum
 - Community Survey
- Internal Input:
 - Elected Officials
 - Professional Staff



What Kind of Input Are We Talking About...???

- The City's Primary Purpose
- The Future...How will we look ___ years from now...???
- The City's Major Challenges & Opportunities
- Prioritization of City Services
- Other Community Concerns



The Keys to Achieving Community-Wide Consensus...

- Active Listening
- Skillful Facilitation:
 - Ensuring Active Participation
 - Objective Consolidation of Data
 - Distinguishing Consensus From Unanimity



To Summarize...Here are the Typical Steps:

- Reach out to the community
- Obtain input from elected officials and professional staff
- Write a "draft" strategic plan
- Obtain input on the "draft" from the community, elected officials, and professional staff
- Finalize the strategic plan
- Update the plan every ___ years



Thank You!



Planning Department FY 2011-12 Budget Request
Break-down of Professional Services

Ross GIS, Inc.*	\$7,760.00
LaRue Planning & Management Services, Inc.**	0.00

Pass-Through Expenses:

Site Plan Reviews 5 @ \$500.00	\$ 2,500.00
Subdivision Plat Reviews 2 @ 900.00	1,800.00
Revitalization Specialist 40 hrs @ \$150.00	6,000.00
SUBTOTAL (offset with fees paid by developers)	\$10,300.00
 TOTAL	 \$18,060.00

The net effect on the budget is actually \$7,760 since \$10,300 will be offset by revenues from contractors.

* Assumes Council approval of new contract during the current fiscal year, will use \$11,540 available from the FY2011 budget and \$7,760 from the FY2012 budget.

Otherwise, the budget request will be \$19,300.00.

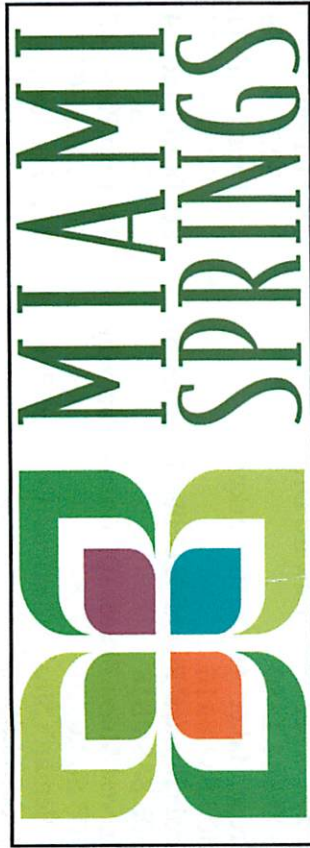
** Assumes Council approval of contract amendment on August 22, 2011.



Proposal

Maps/Map Templates/Documents/Layers	
<ul style="list-style-type: none">• Maps and ESRI Map Documents for Land Use, Flood Zones, Aerial Photos, and additional mxd files upon request. In addition to creating mxd files, additional layers will be created including the following:• Annotation/labels and layers that represent parks, schools, and other significant features.• Land Use Map and Layer.• Flood Zone Map and Layer.• Street Annotation Layer and Street Map.• Address Annotation Layer and Address Map.• Creation of an 11x17 map atlas, including the mxd, pdf, and a section layer that will be created and used to build the atlas. Each page will represent one section in the City.• GIS maps and Layers showing Lots, Blocks, and Plats.	\$14,800
Aerial Photos: 2003, 2005, 2007, 2009, 2010 Aerial photos are available. Image catalogs will be created to interface with the aerial imagery.	\$2,000
Hourly Rate	\$95 or on a contract basis.

Internet Atlases	
An atlas is an HTML web page with a map of the full extent of the city. When you click on a part of the map, it brings up a detailed PDF of that quarter section you just clicked on. Each quarter section map will show the addresses, streets, and flood zones.	
Online PDF Street Atlas and Flood Atlas	\$2,500

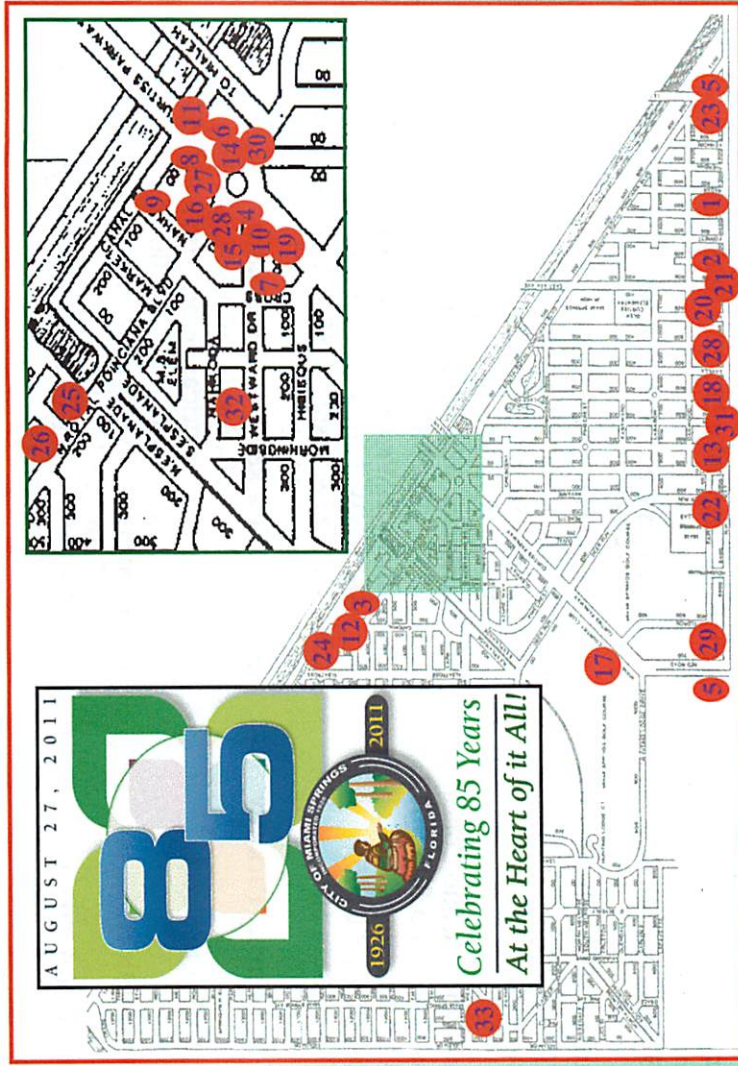


Come Dine With Us!

Enjoy our small town...

At the Heart of it All!

Enjoy Miami Springs Restaurants.
 Excellent quality. Independent owners.
 Big city variety with small town service.



1. **Airport Café & Liquors** 4467 NW 36th Street
305.883.7806
2. **Airport Diner** 4545 NW 36th Street
305.887.0886
3. **Bella Bakery** 357 N. Royal Poinciana Blvd.
786.953.8408
4. **Big Tomato** 1 Westward Drive
305.888.5359
5. **Burger King** 3700 Curtiss Parkway &
4201 NW 36th Street
6. **BurritoVille** 1 Curtiss Parkway
305.863.2224
7. **Cozy Corner** 90 Westward Drive
305.884.1880
8. **Crepe Maker** 46 Curtiss Parkway
305.884.6416
9. **Eddie Rhodes' Riverside Grille** 78 Canal St.
305.888.0818
10. **Harvest Moon Bistro** 102 Curtiss Parkway
305.863.0707
11. **Holleman's Steak & Seafood** 1 Curtiss Pkwy
305.888.8907
12. **The Hurricane Bar & Grill**
363 N. Royal Poinciana Blvd. 305.884.5077
13. **IHOP Restaurant** 5175 NW 36th St.
305.863.3100
14. **Johnny's Soda Fountain & Luncheonette**
45 Curtiss Parkway 305.888.5359
15. **Jr's Burgers** 7 Westward Blvd.
786.360.5347
16. **Los Granizados: Sandwiches, Sno Cones,
Shakes** 58 Curtiss Pkwy 305.805.9612
17. **Miami Springs Golf & Country Club**
650 Curtiss Pkwy 305.883.6145
18. **McDonald's** 4999 NW 36th St.
305.885.7698
19. **Papa John's Pizza** 102 Curtiss Parkway
305.883.7225
20. **Patio Tipico** 4591 NW 36th Street
305.805.0855
21. **Peru Place** 4579 NW 36th Street
305.8663.7233
22. **Ping House** 5315 NW 36th Street
305.871.6144
23. **Pollo Tropical** 4211 NW 36th Street
305.884.2268
24. **Roman's Pizza** 391 N. Royal Poinciana Blvd.
305.884.3703
25. **Siamo Brick Oven Pizza**
307 N. Royal Poinciana Blvd. 305.888.1300
26. **Springs Sunoco "The Garage Café"**
325 N. Royal Poinciana Blvd.
27. **Starbucks** 52 Curtiss Parkway
305.885.2296
28. **Subway** 1 Westward Drive, 305.888.5252
4889 NW 36th St., 305.986.9471
29. **Suvi Thai & Sushi** 2683 NW 36th Street
305.887.2212
30. **Thai Patra Rama Thai Restaurant**
61 Curtiss Parkway 305.884.4390
31. **Tom's NFL American Sports Bar and Grill**
5001 NW 36 St. 305.888.6022
32. **Treats Café** 261 Westward Drive
305.883.2233
33. **Woody's West End Tavern** 600 Payne Drive
305.888.0087

SAMPLE STRA

GUIDING PRINCIPLES...
...What The City
Stands For



Business

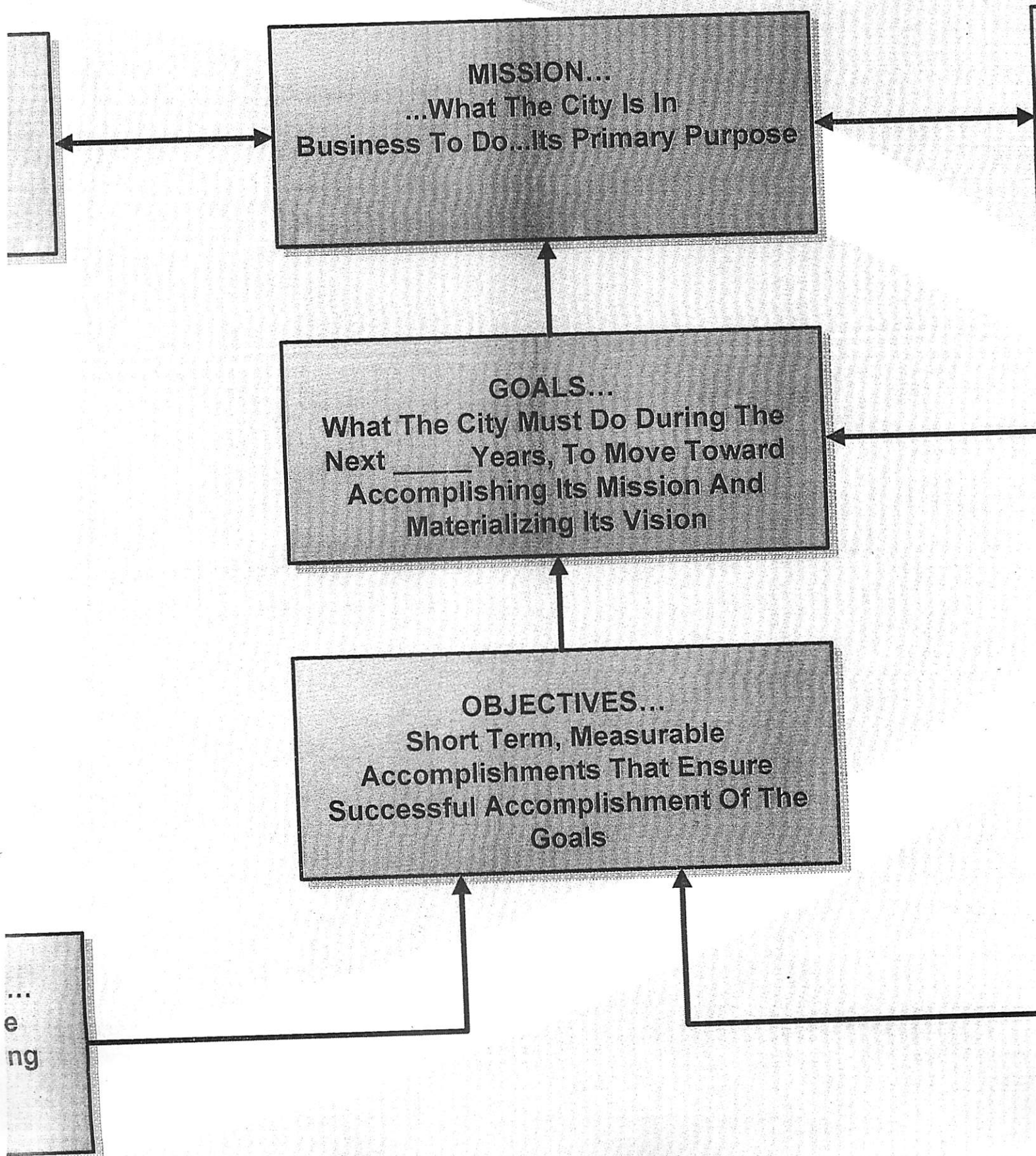
**What
Next
Acco**

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PERFORMANCE INDICATORS...
What You Track To Determine
Success Or Failure In Achieving
The Objectives



SAMPLE STRATEGIC PLAN FRAME



PLAN FRAMEWORK

