



CITY OF DORAL PARKS AND POLICE 4 KIDS FOUNDATION BOARD MEETING AGENDA

Wednesday, October 4, 2017 at 6:00 p.m.

Doral Government Center
3rd Floor Training Room
8401 NW 53rd Terrace
Doral, FL 33166

1. Call to Order / Roll Call of Foundation Members

Director Elizabeth Canchola
Director Fernando Horruitiner
Director Edgar Martinez
Director Alberto Ruiz
Director Jodi Steinbauer

2. Pledge of Allegiance

3. Approval of Minutes

A. August 30, 2017 Meeting Minutes

4. Public Comments

5. Financial Items:

A. Bank Reconciliation for August 2017 (Exhibit A)

B. PP4K Time Tracking Sheet

6. Presentation Items:

A. Presentation: Drug Free World Foundation Program (Director Canchola)

7. Discussion Items:

A. Discussion: Drug Free World Program Implementation (Director Canchola)

B. Discussion: John I. Smith Update (Director Canchola)

C. Update: Doral Day with the Miami Heat (Director Steinbauer) (City Clerk's Office)

D. Open Discussion

8. New Business

9. Next Meeting Date:

To Be Discussed – Scheduled for Wednesday, November 22, 2017 (Day Before Thanksgiving)

10. Adjournment

Anyone wishing to obtain a copy of an agenda item may contact the **City Clerk at 305-593-6725** or view the agenda packet on the City's website at or at City of Doral Government Center, 8401 NW 53rd Terrace, Doral, Florida 3366 during regular business hours (Monday – Friday, 8:00 A.M. – 4:30 P.M.). Pursuant to Florida Statute 286.0105, anyone wishing to appeal any decision made by the City Council with respect to any matter considered at this meeting or hearing shall need a record of the proceedings and, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.



CITY OF DORAL PARKS AND POLICE 4 KIDS FOUNDATION BOARD MEETING MINUTES

Wednesday, August 30, 2017 at 6:00 p.m.

Doral Government Center
3rd Floor Training Room
8401 NW 53rd Terrace
Doral, FL 33166

1. Call to Order / Roll Call of Foundation Members
Meeting was called to order at 6:09 PM

Director Elizabeth Canchola	Present
Director Fernando Horruitiner	Present
Director Edgar Martinez	Present
Director Alberto Ruiz	Present
Director Jodi Steinbauer	Present

Also present were:

Haydee Sera, City Attorney's Office
Lazaro Quintero, Parks & Recreation Assistant Director
Jessica Escolona, Finance Department
Officer Luis Martinez, Police Department
Zeida Sardina, Office of Councilwoman Fraga
Karina La Rosa, Office of the City Clerk

2. Pledge of Allegiance

3. Approval of Minutes

A. July 19, 2017 Meeting Minutes

Motion to approve the July 19, 2017 meeting minutes made by Director Steinbauer and seconded by Director Canchola. By consensus, motion passes unanimously.

4. Public Comments

There were no comments during public comments.

5. Presentation Items:

A. Presentation: Human Trafficking by The LOF Center (Director Ruiz)

Mr. Jorge Veitia, LOF Center Representative, provided the Board Members with a Human Trafficking Presentation.

Board Members ensued discussion on how PP4K can get a start on engaging the Doral community regarding the Human Sex Trafficking topic and suggested that the LOF Center collaborate with the Police Department.

B. Presentation: Drug Free World Foundation (Director Canchola) (Police Department)

Drug Free World Foundation representatives presented to the Board Members how they may partner with PP4K to educate the community.

By consensus, the Board suggested that the Drug Free Foundation partner with the Police Department to reach out to the Doral Schools.

6. Financial Items:

A. Bank Reconciliation for July 2017 (Exhibit A)

Jessica Escolona, Finance Department, provided the Board with the Bank Reconciliations for the month of July 2017 and a recap of the checks deposited in fiscal year 2017 thus far.

B. FY 2017 Filed Tax Forms (Exhibit B)

Jessica Escolona, Finance Department, provided the Board with Form 990 prepared by the accountant.

C. Approval of Invoice for Preparation of Federal Tax Return 990 (Exhibit C)

Motion to approve payment in the amount of \$1,088.20 for the preparation of the Federal Tax Return Form 990 made by Director Canchola and seconded by Director Horruitiner. By consensus, motion passes unanimously.

By consensus, the Board is requesting three quotes for accounting services to be discussed during the next board meeting.

7. Discussion Items:

A. Discussion: Acceptance of the Miami Foundation Public Space Challenge Grant (Director Canchola)

Director Canchola provided the Board Members with an update on the grant and was pleased to announce that PP4K was awarded the grant for a traffic signal park in the amount of \$10,000.00 to be used for the design of the traffic park.

Motion to approve the acceptance of the Miami Foundation Public Space Challenge Grant made by Director Ruiz and seconded by Director Horruitiner. By consensus, motion passes unanimously.

By consensus, the Board would like give a presentation to the City Council at the next September 13, 2017 Council Meeting to inform Council and staff of the grant awarded.

B. Discussion: Doral Day with the Miami Heat (Director Steinbauer) (Exhibit D)

Director Steinbauer informed the Board Members that a Miami Heat representative approached her during the Doral Legacy Grand Opening and offered to host a Doral Day with the Miami Heat to raise funds for PP4K.

Motion to approve the hosting of the Doral Day with the Miami Heat on Saturday, October 21, 2017 and price the tickets \$30.00 each made by Director Canchola and seconded by Director Steinbauer. By consensus, motion passes unanimously.

C. Discussion: PP4K Fundraising (Director Steinbauer)

Director Steinbauer suggested that businesses be contacted for sponsorship opportunity of PP4K specific programs and events. By consensus, the Board Members agreed to approach businesses.

D. Discussion: PP4K Programs for Miami-Dade County Public Schools Only (Director Ruiz)

Director Ruiz stated that the PP4K resources should be allocated to Doral students in Doral public schools because charter schools have students that are not Doral residents.

Director Canchola and Director Horruitiner expressed that PP4K should provide programming to all children that make part of the Doral community regardless if they are Doral residents or not.

E. Discussion: PP4K Promotional Items Distribution During Events (Director Canchola)

Director Canchola explained that the PP4K promotional material was purchased for educating the community about the foundation and its purpose however noticed at the last event that the material we just given out without community members being informed therefore, suggest that donations be accepted in return of a PP4K promotional item such as the string bags and water bottles.

Motion to allow the Board to accept donations and to educate the community on the foundation’s purpose, in return of PP4K promotional items during all events made Director Horruitiner and seconded by Director Martinez. By consensus, motion passes unanimously.

F. Recap: Back to School Event (Parks & Recreation Department) (Exhibit E)

Lazaro Quintero, Parks & Recreation Assistant Director, provided the Board Members with a recap of the Back to School Night event.

8. New Business

Director Steinbauer brought to the attention of the Parks & Recreation Department that participants could no long input the steps in the Step Up Doral Challenge app. Lazaro Quintero, Parks & Recreation Department Assistant Director, will inform the Public Affairs Department.

9. Next Meeting Date: Wednesday, September 20, 2017 at 6:00 p.m.

10. Adjournment Meeting adjourns at 8:58 PM

Respectfully submitted,

Connie Diaz, CMC
City Clerk

Motion to approve the minutes of the September 20, 2017 Parks and Police 4 Kids Meeting made by Director _____ and seconded by Director _____.

Director Elizabeth Canchola
Director Fernando Horruitiner
Director Jodi Steinbauer
Director Edgar Martinez
Director Alberto Ruiz

APPROVED and ADOPTED this 20 day of September 2017.

Elizabeth Canchola, CHAIR

Parks & Police 4 Kids
 BANK RECONCILIATION FORM
 For the Month of : August 2017

DATE: 9/6/2017
 BANK: WELLS FARGO
 BK ACCT #

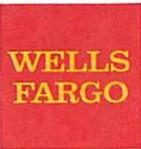
Beginning Balance	168,597.34	Balance per Bank	171,031.58
Deposits/Credits:		Deposits in Transit:	
Deposit	2,621.59		
Void Checks			
Total	171,218.93	Total	171,031.58
Checks/Debits:		Outstanding Checks:	
Checks #			
DEBITS Aug Bank Fee	30.14		
1203-	157.21		
Ending Balance	171,031.58	Ending Balance	171,031.58

[Handwritten Signature]
 9/6/2017
 m, m 9/6/17

Exhibit A Business Cash Manager

Account number: _____

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DCWC11DTPY 012706



PARKS & POLICE 4 KIDS
 ATTN: ELIZA RASSI
 8401 NW 53RD TER
 DORAL FL 33166-4517

Questions?

Call your Customer Service Officer or Client Services
1-800-AT WELLS (1-800-289-3557)
 5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: wellsfargo.com

Write: Wells Fargo Bank, N.A. (182)
 PO Box 63020
 San Francisco, CA 94163

Account summary

Business Cash Manager

Account number	Beginning balance	Total credits	Total debits	Ending balance
	\$176,688.80	\$2,621.59	-\$8,278.81	\$171,031.58

Credits

Electronic deposits/bank credits

Effective date	Posted date	Amount	Transaction detail
	08/02	157.21	Over The Counter Deposit
	08/09	1,964.38	Over The Counter Deposit
	08/09	500.00	Over The Counter Deposit
		\$2,621.59	Total electronic deposits/bank credits
		\$2,621.59	Total credits

Debits

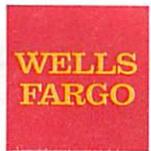
Electronic debits/bank debits

Effective date	Posted date	Amount	Transaction detail
	08/11	30.14	Client Analysis Srvc Chrg 170810 Svc Chge 0717 0 8
		\$30.14	Total electronic debits/bank debits

Checks paid

Number	Amount	Date	Number	Amount	Date	Number	Amount	Date
1200	157.21	08/02	1202	247.25	08/04	1203	157.21	08/14
1201	7,687.00	08/03						
		\$8,248.67				Total checks paid		
		\$8,278.81				Total debits		

DCWC11DTPY 012706 NNNNNNNNNN NNN NNN 001 001 182 035019 20528507.1



Daily ledger balance summary

<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>
07/31	176,688.80	08/04	168,754.55	08/11	171,188.79
08/02	176,688.80	08/09	171,218.93	08/14	171,031.58
08/03	169,001.80				

Average daily ledger balance \$170,991.12

NOTICE: Wells Fargo Bank, N.A. may furnish information about accounts belonging to individuals, including sole proprietorships, to consumer reporting agencies. If this applies to you, you have the right to dispute the accuracy of information that we have reported by writing to us at: Overdraft Collections and Recovery PO Box 5058 Portland, OR. 97208-5058. You must describe the specific information that is inaccurate or in dispute and the basis for any dispute with supporting documentation. In the case of information that relates to an identity theft, you will need to provide us with an identity theft report.

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