



# **CITY OF DORAL PARKS AND POLICE 4 KIDS FOUNDATION BOARD MEETING**

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**Wednesday, May 20, 2015 at 4:00 p.m.**  
**8401 NW 53<sup>rd</sup> Terrace, 3<sup>rd</sup> Floor Council Chambers**  
**Doral, FL 33166**

- 1. Call to Order / Roll Call of Foundation Members**
- 2. Approval of Minutes from April 14, 2015**
- 3. Public Comments**
- 4. Discussion Items**
  - A. 2015 Back to School Night Event**
    - a. Proposed Date: Thursday, August 13, 2015
    - b. Approval of Budget not to exceed \$7,600 (Exhibit A)
    - c. 2014 Event Budget Overview & Recap (Exhibit B & C )
  - B. Famous Daves- requesting to use PP4K logo and donate funds**
    - a. Exhibit D
  - C. PGA Funds Update**
  - D. PP4K By-law Revisions**
    - a. Exhibit E
  - E. Annual Renewal of Liability Insurance**
    - a. Exhibit F
- 5. Next Meeting Date**
- 6. 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 [www.cityofdoral.com](http://www.cityofdoral.com) or at City of Doral Government Center, 8401 NW 53<sup>rd</sup> 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  
DRAFT MINUTES**

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**Tuesday, April 14, 2015 at 4:00 p.m.**  
8401 NW 53<sup>rd</sup> Terrace, 3<sup>rd</sup> Floor Council Chambers  
Doral, FL 33166

**1. Call to Order / Roll Call of Foundation Members**

Meeting was called to order at 4:07 pm

|                              |             |
|------------------------------|-------------|
| Chairman Luigi Boria         | Present     |
| Director Sandra Ruiz         | Present     |
| Director Pete Cabrera        | Not Present |
| Director Christi Fraga       | Present     |
| Director Ana Maria Rodriguez | Not Present |

Also present were:

Weiss, Serota Helfman et.al, City Attorney  
Connie Diaz, City Clerk

**2. Approval of Minutes from March 18, 2015**

**Motion to approve** made by Director Ruiz and seconded by Director Fraga. By consensus, motion passes unanimously.

**3. Public Comments**

**4. Discussion Items**

**A. Update on Account Funds**

Barbie Hernandez, Parks and Recreation Director addressed the Board and presented an update.

**B. 2015 Mayor and Council's Gala Benefiting PP4K (Saturday, September 26, 2015)**

Barbie Hernandez, Parks and Recreation Director addressed the Board and presented an update on the event.

**Motion to approve the budget** made by Director Fraga and seconded by Director Ruiz. By consensus, motion passes unanimously.

**Motion to approve the Save-the Date and the Sponsorship Opportunities and Application** made by Director Fraga and seconded by Director Ruiz. By consensus, motion passes unanimously.

**C. PP4K By-Laws Revision**

By consensus, the Board agreed to defer this item until the next meeting.

**D. Class of 2016 High School Seniors Entering the Military – Director Ruiz**

Director Ruiz addressed the Board and presented the item.

**5. Next Meeting – Date** May 20, 2015

**6. Adjournment:** Meeting adjourns at 4:27 pm

Respectfully submitted,

\_\_\_\_\_  
Connie Diaz, City Clerk

Motion to approve the minutes of the April 14, 2015, Parks and Police 4 Kids Meeting made by \_\_\_\_\_  
and seconded by \_\_\_\_\_.

Director Ana Maria Rodriguez  
Director Pete Cabrera  
Director Christi Fraga  
Vice Chair Sandra Ruiz  
Chair Luigi Boria

APPROVED and ADOPTED this 20 day of May, 2015.

\_\_\_\_\_  
LUIGI BORIA, CHAIR

PP4K Back to School Night 2015  
 Thursday, August 13th 6-8pm  
 Proposed Budget

| <b>EVENT EXPENSES</b>       |                    |  |                    |
|-----------------------------|--------------------|--|--------------------|
| Account Number              | Vendor             | Description  | Amount             |
| 001.115000                  | Minuteman of Miami | Flyer Printing (2,500)                             | \$ 250.00          |
|                             | Binca              | Banner Decals                                      | \$ 150.00          |
|                             | Walmart            | 425 Back packs with School Supplies (\$14.52 each) | \$ 6,200.00        |
|                             | Misc               | Misc. Event Supplies                               | \$ 100.00          |
|                             | Food               | Food (Pizza, snacks etc)                           | \$ 300.00          |
|                             | All Star Events    | Stilt Walker Balloon Maker (1) 2 hours             | \$ 450.00          |
|                             | Sunflower          | Balloon Columns (2)                                | \$ 150.00          |
| <b>EVENT EXPENSES TOTAL</b> |                    |  | <b>\$ 7,600.00</b> |

**PP4K Back to School Night 2014**

*Budget Overview*

|                               |             |                              |             |
|-------------------------------|-------------|------------------------------|-------------|
| <b>APPROVED EVENT BUDGET</b>  |             | \$ 7,500.00                  |             |
| <b>TOTAL CASH REVENUE</b>     | \$ 450.00   | Total Revenue (inc. product) | \$ 3,901.00 |
| <b>TOTAL OPERATING BUDGET</b> | \$ 7,254.61 |                              |             |
| <b>TOTAL Cost Recovery %</b>  | 6.20%       | <b>Estimated Attendance</b>  | 800         |

| <b>REVENUE</b>                |         |                                |                    |
|-------------------------------|---------|--------------------------------|--------------------|
| Description                   | Fee     | Quantity                       | TOTAL              |
| <b>Cash Revenue</b>           |         |                                |                    |
| Tutor Doctor                  | Cash    | 1                              | \$ 150.00          |
| Anta's Fitness & Self Defense | Cash    | 1                              | \$ 150.00          |
| United Martial Arts           | Cash    | 1                              | \$ 150.00          |
| <b>TOTAL CASH REVENUE:</b>    |         |                                | <b>\$ 450.00</b>   |
| <b>In-Kind Revenue</b>        |         |                                |                    |
| Walmart                       | In-Kind | Backpacks with School Supplies | \$ 1,000.00        |
| The Artist Portfolio Workshop | In-Kind | 1001 Pencils                   | \$ 151.00          |
| Atlantic Management           | In-Kind | 300 Notebooks                  | \$ 150.00          |
| Navarro Discount Pharmacy     | In-Kind | Gift Cards (4-\$25)            | \$ 100.00          |
| Caroline Ale House            | In-Kind | Free Kids Meals                | \$ 150.00          |
| ATLAS Chiropractic            | In-Kind | Free Screening                 | \$ 1,000.00        |
| OrthoNow                      | In-Kind | 300 Calculators                | \$ 900.00          |
| <b>TOTAL IN-KIND REVENUE</b>  |         |                                | <b>\$ 3,451.00</b> |
| <b>REVENUE TOTAL</b>          |         |                                | <b>\$ 3,901.00</b> |

| <b>EVENT EXPENSES</b> |                             |                                     |             |                    |
|-----------------------|-----------------------------|-------------------------------------|-------------|--------------------|
| Account Number        | Vendor                      | Description                         | Amount      |                    |
| 001.115000            | Minuteman of Miami          | Flyer Printing (2,500)              | \$ 231.40   |                    |
|                       | Binca                       | Banner Printing (2)                 | \$ 180.00   |                    |
|                       | Bglass                      | Banner Graphic Design               | \$ 150.00   |                    |
|                       | Walmart                     | 207 Back packs with School Supplies | \$ 3,005.64 |                    |
|                       | All- Star Events, Inc.      | Inflatables (2)                     | \$ 1,890.00 |                    |
|                       | All- Star Events, Inc.      | Fun Foods (Cotton Candy & Popcorn)  | \$ 595.00   |                    |
|                       | Publix                      | Misc. Supplies                      | \$ 9.57     |                    |
|                       | Power Pizzeria              | 28 XL Cheese Pizzas                 | \$ 198.00   |                    |
|                       | Sunflower                   | Balloon Columns (2)                 | \$ 150.00   |                    |
|                       | My FAB Events               | Face Painter/Caricature Artist      | \$ 770.00   |                    |
|                       | My FAB Events               | 45 Minutes Extra for Face Painter   | \$ 75.00    |                    |
|                       | <b>EVENT EXPENSES TOTAL</b> |                                     |             | <b>\$ 7,254.61</b> |

*\*This report does not include staff cost*

## **Parks & Police 4 Kids Back to School Night 2014**

### **Event Recap**

- Friday, August 8<sup>th</sup> from 6-8pm at Morgan Levy Park
- Estimated Attendance: 800
- 207 Backpacks with school supplies were given away
- 97% of the back packs were given away to Doral families
- Free activities included: fitness demos, inflatables, face painting, caricature artistry, screenings, pizza, cotton candy, popcorn and sponsor booth with free giveaways, which included: calculators, pencils, gift cards, kid meals and notebooks.
- Sponsorship (Total: \$3,901)
  - Cash: \$450 (Tutor Doctor \$150, Anta's Fitness & Self Defense \$150 and United Martial Arts \$150)
  - In-Kind: \$3,451 (Walmart, The Artist Portfolio Workshop, Atlantic Management, Navarro Discount Pharmacy, Carolina Ale House, ATLAS Chiropractic and OrthoNOW)
- Approved Event Budget: \$7,500
- Total Event Operating Cost: \$7,254.61
- Overall Satisfaction: 86% of 82 surveys

## Erin Weislow (PR)

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**From:** Robert C Barany <rcbarany@gmail.com>  
**Sent:** Tuesday, May 12, 2015 5:45 AM  
**To:** Barbara Hernandez (PR)  
**Cc:** Erin Weislow (PR); Edward Rojas (CM); Manny Sarmiento  
**Subject:** RE: PP4K request  
**Attachments:** police-parks-for-kids-doral-chamber.jpg

**Importance:** High

Good morning Barbara,

As the largest and only national BBQ restaurant chain in the nation, Famous Dave's usually donates the proceeds of their Friends & Family events (two days of training) to national charity organizations but, in particular case, as I explained to Manny Sarmiento and Luigi Boria, I wanted to work with a local charity organization and both of them recommended me to donate the proceeds of the events to Police and Park for Kids. We usually only invite some vendor and the families of our employees.

Attached you will find a copy of the logo that we are using for the invites and I will ask Famous Dave's Corporate to send me a copy of the invites.

Please feel free to reach me on my cell phone at any time (305-992-1290).

Thank you,  
Robert C. Barany

**Famous Dave's South FL**



8240 NW 36th Street,  
Doral, FL 33166  
(305) 992-1290 - Mobile  
(786) 621-5456 - Office  
(786) 621-5458 - Fax

[rcbarany@bellsouth.net](mailto:rcbarany@bellsouth.net)

[www.facebook.com/famousdavesdoral](http://www.facebook.com/famousdavesdoral)

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**From:** Barbara Hernandez (PR) [mailto:Barbara.Hernandez@cityofdoral.com]  
**Sent:** Monday, May 11, 2015 10:05 PM  
**To:** 'Robert C Barany'  
**Cc:** Erin Weislow (PR); Edward Rojas (CM)  
**Subject:** RE: PP4K request

Good Evening Mr. Barany,

Thank you for letting us know. Where can I reach you tomorrow morning around 9am? Can you please provide me a contact number. It is important that the logo and partnership be approved by the board of

Directors. Is there a way of at least changing it electronic version? Can you provide me a copy of what the invite looks like so that I can inform the board?

Thank you

Kind Regards,

*Barbie Hernandez, CPRP*  
Parks and Recreation Director

**City of Doral**  
8401 NW 53<sup>rd</sup> Terr  
Doral, FL 33166  
T (305) 593-6600  
F (305) 593-6615  
[Barbara.Hernandez@cityofdoral.com](mailto:Barbara.Hernandez@cityofdoral.com)  
[www.cityofdoral.com](http://www.cityofdoral.com)

**"Parks Make Life Better!"**

IT STARTS IN  
**PARKS**



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**From:** Robert C Barany [<mailto:rcbarany@gmail.com>]  
**Sent:** Saturday, May 9, 2015 9:31 PM  
**To:** Barbara Hernandez (PR)  
**Subject:** Re: PP4K request

Hi Barbara,

Famous Dave's corporate already printed the invites.

Let's talk on Monday.

Thank you,  
Robert C. Barany  
305-992-1290

Sent from my iPhone

On May 9, 2015, at 7:08 PM, Barbara Hernandez (PR) <[Barbara.Hernandez@cityofdoral.com](mailto:Barbara.Hernandez@cityofdoral.com)> wrote:

Good Evening Mr. Barany,

Looking forward to our meeting. Please kindly hold off on including the logo until we meet and the board of the PP4K approves this partnership. Thank you.

Kind Regards,

***Barbie Hernandez, CPRP***

*Parks and Recreation Director*

**City of Doral**

8401 NW 53<sup>rd</sup> Terr

Doral, FL 33166

T (305) 593-6600

F (305) 593-6615

[Barbara.Hernandez@cityofdoral.com](mailto:Barbara.Hernandez@cityofdoral.com)

[www.cityofdoral.com](http://www.cityofdoral.com)

**"Parks Make Life Better!"**



<image002.png>

<image008.png>

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**From:** Robert C Barany [<mailto:rcbarany@gmail.com>]

**Sent:** Friday, May 8, 2015 7:18 AM

**To:** Barbara Hernandez (PR); Natalie French (PA)

**Cc:** Erin Weislow (PR); Brittney Hatem (PR); Donald W. De Lucca (PD)

**Subject:** RE: PP4K request

**Importance:** High

Good morning Barbie,

Thank you very much for the information! I will call you next week to coordinate a meeting.

In the meantime, I will include your logo in our invites as our charity partner.

Regards,

Robert C. Barany

**Famous Dave's South FL**

<image009.jpg>

8240 NW 36<sup>th</sup> Street,

Doral, FL 33166

(305) 992-1290 - Mobile

(786) 621-5456 - Office

(786) 621-5458 - Fax

[rcbarany@bellsouth.net](mailto:rcbarany@bellsouth.net)

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**From:** Barbara Hernandez (PR) [<mailto:Barbara.Hernandez@cityofdoral.com>]  
**Sent:** Wednesday, May 06, 2015 12:29 PM  
**To:** 'Robert C Barany'; Natalie French (PA)  
**Cc:** Erin Weislow (PR); Brittney Hatem (PR); Donald W. De Lucca (PD)  
**Subject:** RE: PP4K request

Natalie,

Thank you so much!

Good Afternoon Mr. Barany,

Nice e-meet you. We are very excited about your restaurant! Below is some information about Parks and Police 4 Kids. Along with that, I have copied Erin Weislow, Recreation Administrator who assist me with this great organization.

*Parks & Police 4 Kids, Inc. (PP4K) is a City of Doral 501(c)(3) foundation whose mission aims to empower youth in reaching their full potential by building healthy relationships and preparing youth with the necessary tools to confront and overcome challenges through recreation, education and social programs, with the primary focus of preventing juvenile misconduct. PP4K will create a positive and safe environment for Doral's youth making our community an even better place to Live, Work, Learn and Play.*

*PP4K provides program such getting Teens ready for the real world, Back to School Event, DARE, afterschool programs with our very our Police Department, just to name a few.*

We are currently working on our PP4K Gala, some information attached.

Please let us know if you would like to set-up a meeting to further discuss any ideas and programs that we can work on together.

Kind Regards,

***Barbie Hernandez, CPRP***  
*Parks and Recreation Director*

**City of Doral**  
8401 NW 53<sup>rd</sup> Terr  
Doral, FL 33166  
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[www.cityofdoral.com](http://www.cityofdoral.com)

**"Parks Make Life Better!"**



<image011.png>



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**From:** Robert C Barany [<mailto:rcbarany@gmail.com>]  
**Sent:** Monday, May 4, 2015 5:10 PM  
**To:** Natalie French (PA)  
**Cc:** Barbara Hernandez (PR)  
**Subject:** RE: PP4K request

Thanks!

Robert C. Barany  
**Famous Dave's South FL**

<image009.jpg>  
8240 NW 36th Street,  
Doral, FL 33166  
(305) 992-1290 - Mobile  
(786) 621-5456 - Office  
(786) 621-5458 - Fax  
[rcbarany@bellsouth.net](mailto:rcbarany@bellsouth.net)

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**From:** Natalie French (PA) [<mailto:Natalie.French@cityofdoral.com>]  
**Sent:** Monday, May 04, 2015 4:02 PM  
**To:** '[rcbarany@gmail.com](mailto:rcbarany@gmail.com)'  
**Cc:** Barbara Hernandez (PR)  
**Subject:** PP4K request

Good afternoon Mr. Barany,

It was a pleasure talking to you today. I'm copying Barbara Hernandez, the City's Parks and Recreation Director, who can explain to you the Parks and Police For Kids Foundation (PP4K).

Barbie,

Mr. Roberto Barany is the owner of the upcoming restaurant Famous Days. He's interested in naming a charity to make donations related to Police. We suggested he get in touch with you to explain PP4K.

He would also like to see if it's possible to expedite the process since he would like to include the PP4K logo in the invitations prior to opening the restaurant.  
He can be contacted at 305-992-1290.

Best regards,

**Natalie French**

Media & Emergency Management Specialist  
Public Affairs Division

## City of Doral

8401 NW 53rd Terrace

Doral, FL 33166

T (305) 593-6739

[natalie.french@cityofdoral.com](mailto:natalie.french@cityofdoral.com)

[www.cityofdoral.com](http://www.cityofdoral.com)

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**PARKS & POLICE 4 KIDS, INC.  
BYLAWS**

**PREAMBLE**

These Bylaws are subject to, and governed by, the Doral City Council. In the event of a direct conflict between the provisions of these Bylaws, the Doral City Council will be controlling. In the event of a direct conflict between the provisions of these Bylaws and the Articles of Corporation of Parks & Police 4 Kids, Inc., these Bylaws will be controlling.

**ARTICLE I  
NAME AND PURPOSES**

**SECTION 1. NAME.** The name of the corporation is Parks & Police 4 Kids, Inc. (the "Corporation").

**SECTION 2. PURPOSES.** The Corporation is organized to provide child welfare and family services consistent with the Articles of Incorporation of the Corporation and to engage in any other activities incidental to the foregoing purposes for which a corporation may be organized under the Florida Not-For-Profit Corporation Act; provided, however, that the Corporation shall be organized and operated exclusively for charitable, scientific, and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended. The Foundation does not function as a policy-making or policy advisory board for the Miami-Dade Parks, Recreation and Open Spaces Department. JBH(1)

**SECTION 3. DISSOLUTION.** Upon dissolution of the Corporation, the Board of Directors after paying or making adequate provision for the payment of all of the liabilities of the Corporation shall distribute any remaining assets to the City of Doral, a Florida Municipal Corporation (the "City"). However, if the City is not then in existence or no longer a qualified distributee, or unwilling to or unable to accept the distribution, then the assets of the Corporation shall be distributed to a fund, foundation, or corporation organized and operated exclusively for the purposes specified in section 501(c)(3) of the Internal Revenue Code (or corresponding section of any future federal tax code).

~~**SECTION 4. REGISTERED AGENT.** The City Manager of the City of Doral shall be the registered agent for the Corporation.~~

**ARTICLE II  
MEMBERS**

The Corporation shall have no members.

**ARTICLE III  
BOARD OF DIRECTORS**

**SECTION 1. GENERAL POWERS.** Except as set forth herein, the affairs of the Corporation shall be managed by or under the direction of its Board of Directors (hereinafter, the "Board"). ~~The Board shall elect its own officers and adopt rules of procedure.~~

**SECTION 2. NUMBER, TENURE AND QUALIFICATIONS AND DUTIES.** ~~The Board shall consist of seven (7) Directors. Each of the Doral City Council members will appoint one (1) resident to serve on the board. Each Director shall serve the number of terms consistent with the term of the Doral City Council member who appointed them. The sixth (6<sup>th</sup>) member will be recommended by the City Council and will be approved by a 3/5 vote. The sixth (6<sup>th</sup>) member will serve a 2 year term. The seventh (7<sup>th</sup>) member will alternate each year between the Parks and Recreation Director (or designee) and the Chief of Police (or designee) if needed.~~ ~~if needed.~~ ~~if needed.~~ ~~The Board shall consist of not less than one (1) or more than five (5) persons. Each Director shall serve for a term of one (1) year. Pursuant to Section 2.02(iv) of the City Charter, the Mayor of the City of Doral shall appoint all members of the Board subject to the approval of the City Council. The initial Board shall consist of Alberto J. Ruiz, Ana M. Rodriguez, J.R. Steinbauer, Bibiana Salmon, and Clemente Vera, whose terms shall expire on December 31, 2009.~~

**SECTION 3. RESIGNATION ~~AND REMOVAL.~~** A Director may resign at any time by notifying their appointee and providing notice to the Secretary in writing. The Secretary will then provide the letter of resignation to the City Clerk's office, which will then officially notify the Doral City Council. ~~A Director may be removed by a 4/5 vote of the Board after determining that the Director is not contributing positively to the mission of the Corporation or by a majority vote of the City Council. Any Director who, without being excused by the Board President, misses three (3) consecutive meetings shall be deemed to have resigned.~~

**SECTION 4. REMOVAL.** A Director can only be removed if it is determined that the Board as a majority that the Director is not contributing positively to the mission. The removal can then be executed if the Chair or Vice-Chair brings the request in front of the City Council and is approved by a majority vote. Any Director who misses three (3) consecutive meetings, without being excused by the Chair, shall be deemed to have resigned.

**SECTION 5. VACANCIES.** Vacancies on the Board will be filled in the following manner. Each of the five (5) Directors appointed by a member of the Doral City Council, will be filled through the same process they are appointed. If the sixth (6<sup>th</sup>) Director of the Board that was approved by a 3/5 vote by the Doral City Council, the Doral City Council will then re-elect a new member. The seventh (7<sup>th</sup>) member will be determined by the alternating year and the current Recreation Director (or designee) and the Chief of Police (or designee) if needed.

**ARTICLE IV  
MEETINGS**

~~SECTION 1. REGULAR MEETINGS. The annual meeting shall be held during the fall at which time Directors and Officers up for election shall be elected. Elected terms will correspond to the calendar year. Meetings of the Board shall be held at least quarterly. Meetings of the Board shall be held monthly, with the expectation of December and July<sup>(B)(3)</sup>. An annual meeting, for purposes of officer elections, will take place each January.~~

~~SECTION 25. SPECIAL MEETINGS. Special meetings of the Board may be called by the City Clerk's office at the request of any of the Directors, with 5/7 or more Directors agreeing to attend Secretary at the request of the President or Directors constituting 3/5 or more of the Board members.~~

SECTION 36. NOTICE. Notice of the annual meeting and any regular meeting of the Board and any committee thereof, shall be given at least five (5) days previous thereto by written notice delivered to each Director at his or her physical or email address as shown on the records of the Corporation. Special meetings may be called upon at least twenty-four (24) hours notice delivered by telephone, confirmed facsimile, confirmed email, hand delivery or overnight delivery by an overnight courier service with a reputable delivery tracking system.

SECTION 47. QUORUM. ~~53/75~~ of the Directors must be present in person in order to constitute a quorum for the transaction of business at any meeting of the Board. If less than a quorum is present the meeting may adjourn without further notice.

SECTION 58. ELECTRONIC PARTICIPATION. The Board, or any committee thereof, may participate in and act at any meeting through the use of a conference telephone or other communications equipment, including computers, by means of which all persons participating in the meeting can communicate with each other. Participation in such meeting shall constitute attendance at the meeting and but shall not be counted as part of the quorum.

SECTION 6. VOTING. Each member of the Board shall be entitled to one (1) vote on each matter submitted to a vote. A member must be present in person to vote.

SECTION 769. MANNER OF ACTING. The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board, unless the act of a greater number is required by statute or these Bylaws. No Director may act by proxy on any matter.

SECTION 8710. INFORMAL ACTION BY DIRECTORS. The authority of the Board, or any committee thereof, may be exercised without a meeting if a written consent, setting forth the action taken, is signed by a majority (or such greater number if required by law or these Bylaws) of the Directors.

SECTION 98. MEETING MINUTES. The Secretary of the Board is responsible for preparing minutes of the meeting, which shall be delivered to the Directors at the following meeting for approval. If changes to the minutes are requested by a Board Member for accuracy, the minutes must be revised and approved at the following meeting. Once approved by the Board, a copy of the minutes must be given to the City Clerk's Office for record purposes one week after the meeting.

~~SECTION 11. COMPENSATION. The elected Directors shall not receive any compensation for serving on the Board and shall not become a paid officer, agent, or employee of the Corporation while a member of the Board.~~

**ARTICLE IV**  
**OFFICERS**

**SECTION 1. OFFICERS.** The Officers of the Corporation shall be a President, Vice President, Secretary, Treasurer and such other officers as may be elected or appointed by the Board from among the members of the Board. Officers whose authority and duties are not prescribed in these Bylaws shall have the authority and perform the duties prescribed by the Board.

**SECTION 2. ELECTION AND TERM OF OFFICE.** The Officers of the Corporation shall be elected at the Annual Meeting of the Board. Terms of office will correspond to the calendar year. All elected Officers shall hold office for a period of one year unless they resign or are removed by the Board earlier.

**SECTION 3. RESIGNATION AND REMOVAL OF OFFICERS.** Any Officer elected or appointed by the Board may be removed by the Board whenever in its judgment the best interests of the Corporation would be served thereby. Any Officer may resign at any time upon written notice to the ~~Chair~~Board President.

**SECTION 4. ~~EXECUTIVE DIRECTOR~~CHAIR.** The ~~Executive Director~~Chair, if one is appointed by the Board, shall report to the Corporation Board and be responsible for the day to day operations of the Corporation and implementing the directives established by the Board. The President~~Chair~~ shall also serve as an ex-officio member of each standing committee that may be created.

**SECTION 5. ~~PRESIDENT OF THE BOARD~~VICE-CHAIR.** The ~~President~~Vice-Chair of the Board shall preside at all regular and special meetings of the Board. The ~~President~~Vice-Chair shall perform such other duties as are required by the Board. ~~The President shall also serve as an ex-officio member of each standing committee that may be created.~~

**SECTION 6. SECRETARY.** The Secretary shall record the minutes of the meetings of the Board; see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law; be custodian of the corporate records; and perform all duties incident to the office of secretary.

**SECTION 7. TREASURER.** The Treasurer shall be responsible for monitoring the financial reports of the Corporation and making sure that corporate limits are maintained. The Treasurer shall report at every regular meeting of the Board on the Corporation's financial status.

**ARTICLE VI**  
**CONTRACTS, CHECKS, DEPOSITS, ~~AND GIFTS~~GRANTS AND COMPENSATION**

**SECTION 1. CONTRACTS.** The Board may authorize, through a majority vote, any officer or agent of the Corporation to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to specific instances. All contracts must be aligned to the Corporations mission and disciplines set by the Doral City Council.

**SECTION 2. CHECKS, ~~DRAFTS, ETC.~~** ~~All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Corporation shall be signed by such officer or officers or agent or agents of the Corporation and in such manner as shall from time to time be determined by resolution of the Board. In order to receive a check for payment of a~~

contract/invoice, the board must have a majority vote. Once the majority vote is received, the a copy of the minutes and additional back-up shall be sent to the City of Doral Finance Department by the Chair or Vice-Chair for the check to be cut.

**SECTION 3. DEPOSITS.** ~~All funds of the Corporation shall be deposited from time to time to the credit of the Corporation in such banks, trust companies or other depositories as the Board may designate.~~All funds that are received shall be given to the City of Doral Finance Department to be deposited in to the Parks & Police 4 Kids, Corp. account.

**SECTION 4. GIFTS/GRANTS.** The Board may accept on behalf of the Corporation any contribution, gift, bequest or devise for the general purposes or for any special purpose of the Corporation. Any monetary gifts will only be accepted in the form of a check.

#### ARTICLE VII INDEMNIFICATION

The Foundation hereby indemnifies any and all of its Directors and Officers, and former Directors and Officers, against expenses actually and necessarily incurred by them or any one or group of them in connection with the defense of any action, suit or proceeding in which they or any of them are made parties, or a party, by reason of being or having been Directors, Trustee or Officers of the Foundation except in relation to matters as to which such Director or Officer, or former Director or Officer shall be adjudged in such action, suit or proceeding to be liable for gross negligence, willful misconduct or breach of his or her fiduciary duty to the Foundation or its members in the performance of his/her or their responsibilities, and to such matters as shall be settled by agreement predicated on the existence of such liability.

The Foundation shall provide Directors and Officers liability insurance to the Board of Directors and Officers of the Foundation insuring them against claims and/or loses including, but not limited to, attorneys' fees as a result of legal action brought for alleged wrongful acts in their capacity as Directors and Officers. The amount of the policy shall be no less than one million dollars (\$1,000,000).

#### ARTICLE VIII LIMITATION ON EXPENDITURES

In no event shall the Directors or Officers of the Foundation make any expenditures or engage in any activity inconsistent with the corporation's status as a corporation exempt from federal income taxation under 501(c)(3) of the Internal Revenue Code of 1986, as amended, or as a corporation, contributions to which are deductible under the Internal Revenue Code of 1986.

#### ARTICLE IX CODE OF ETHICS

**SECTION 1. CODE OF ETHICS.** It is imperative to the success of the Foundation to be fully informed and have responsive and reasonable officers and members of the Board of Directors. To accomplish this, the officers and members of the Board shall conduct themselves at all times in the best interest of the Foundation. In this regard, each officer and Board member shall abide by the following "Code of Ethics".

## SECTION 2. PROCEDURES.

- -Officers and Board members shall put forth their best effort to attend all meetings and constructively participate in the same.
- -Officers and Board members shall exercise good judgment in the control and use of confidential information that may from time to time come into their possession.
- -No officer or director shall use confidential information gained by reason of being an officer or member of the Board of Directors for personal gain to the detriment of the Foundation.
- -Each officer and Board member shall serve as a public relations agent for the Foundation and shall work diligently and properly to promote its goals and objectives while keeping abreast with its overall progress, plans and programs.
- -The Foundation will make no loans to any of its officers or Board members.
- -Members of the immediate family of an officer or Board member shall not serve as a paid employee of the Foundation.

## ARTICLE XII Conflicts of Interest

The purpose of the Conflicts of Interest policy is to protect the Foundation's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Foundation, or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

### SECTION 1. Definitions

a. Interested person—any director, officer or member of a committee with governing Board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

b. Financial interest—a person has a financial interest if the person has, directly or indirectly, through business, investment or family:

i. An ownership or investment interest in any entity with which the Foundation has a transaction or arrangement;

ii. A compensation arrangement with the Foundation or with any entity or individual with which the Foundation has a transaction arrangement; or

iii. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Foundation is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under definitions, a person who has a financial interest may have a conflict of interest only if the Board of directors or committee decides that a conflict of interest exists.

### SECTION 2. Procedures

a. Duty to Disclose: In connection with any actual or possible Conflicts of Interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of the committees with governing Board delegated powers considering the proposed transaction or arrangement.

b. Determining whether a conflict of interest exists: After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the Board or committee meeting while the determination of a conflict is discussed and voted upon. The remaining Board or committee members shall decide if a conflict of interest exists.

### **SECTION 3. Procedures for addressing the Conflicts of Interest**

a. An interested person may make a presentation at the Board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of and the vote on the transaction or arrangement involving the possible conflict of interest.

b. The Board president or committee chair shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.

c. After exercising due diligence, the Board of the Foundation or the committee shall determine whether the Foundation can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to conflict of interest.

d. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the Board or committee shall determine by a majority of vote of the disinterested directors whether the transaction or arrangement is in the Foundation's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

### **SECTION 4. Violations of the Conflicts of Interest Policy**

a. If the Board of Directors or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

b. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the Board of directors or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

### **SECTION 5. Records of Proceedings**

a. The minutes of the Board and all committees with Board delegated powers shall contain:

i. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present and the Board's or committee's decision as to whether a conflict of interest in fact existed.

ii. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes

taken in connection with the proceedings. These minutes will be kept with the minutes of the meetings held in that fiscal year for a period of three (3) years.

All Board members and officers shall sign that they have read and understand the Code of Ethics and the Conflicts of Interest statement at the Foundation's annual meeting. They shall receive copies of both for personal files at the Board's annual meeting.

### **ARTICLE XIII** **NONDISCRIMINATION POLICY**

The Foundation follows an equal opportunity policy and selects Board Members without regard to race, creed, color, ethnicity, national origin, religion, sex, sexual orientation, age, physical ability, veteran status, military obligations and marital status. This policy applies to Board Members, Foundation employees, outside vendors, Members, sponsors, consultants and dealings with citizens of \_\_\_\_\_ City \_\_\_\_\_ of \_\_\_\_\_ Doral.

### **ARTICLE XIV** **Miscellaneous**

**SECTION 1. Fiscal Year.** The fiscal year of the Foundation shall commence on the first day of January and conclude on the last day of December.

**SECTION 2. Compensation.** No member of the Board of Directors shall receive a salary or any other compensation whatsoever from the Foundation, but shall be entitled to reimbursement for all expenses reasonably incurred in performing any duties pursuant to these By-Laws.

**SECTION 3. Conflict between By-Laws and Articles of Incorporation.** In the event of conflict between the terms of these By-Laws and the Articles of Incorporation, the latter shall prevail.

**SECTION 4. Interpretation of By-Laws.** The Board of Directors shall have the corporate power to generally do everything permitted by not-for-profit corporations by law, statute, its Articles of Incorporation and these By-Laws, and to determine the interpretation or construction of these By-Laws, or any parts thereof, which may be in conflict or of doubtful meaning and their decision, shall be final and conclusive.

**SECTION 5. Attorney's Fees** In the event of any litigation or other form of dispute resolution between the Foundation and any of its members, the prevailing party shall be entitled to recover all of its costs and expenses, including reasonable attorneys' fees and costs in all courts, from the non-prevailing party.

**SECTION 6. Registered Agent** The Registered Agent of the initial corporation for purposes of service of legal process is the City of Doral City Attorney.

~~**SECTION 511. — COMPENSATION.** The elected Directors shall not receive any compensation for serving on the Board and shall not become a paid officer, agent, or employee of the Corporation while a member of the Board.~~

**ARTICLE IVH**  
**FISCAL YEAR**

~~The fiscal year of the Corporation shall begin October 1 and end on September 30 of each year.~~

**ARTICLE VII**  
**AMENDMENTS TO BYLAWS**

~~The Board may propose and adopt amendments to these Bylaws. If the board wishes to propose amendments to these Bylaws, it must be approved by the Doral City Council and passed by a 3/5 vote.~~

**UNANIMOUS WRITTEN CONSENT OF THE BOARD OF DIRECTORS OF PARKS &  
POLICE 4 KIDS, INC. IN LIEU OF A MEETING**

~~The undersigned, being the all of the members of the Board of Directors of PARKS & POLICE 4-KIDS, Inc., a Florida non-profit corporation (the "Corporation"), acting pursuant to the provisions of Section 617.0821 of the Florida Not For Profit Corporation Act, do hereby waive all notice of the time, place and purposes of a meeting of the Board of Directors of the Corporation and do hereby consent and agree to the adoption of the following resolutions by this written consent:~~

~~RESOLVED, that the Bylaws prepared by counsel to the Corporation and presented to the Board are hereby adopted as the Bylaws of the Corporation and are ordered to be made part of the permanent records of the Corporation.~~

~~{SIGNATURE PAGE FOLLOWS}~~

~~IN WITNESS WHEREOF, the undersigned, being the sole member of the Board of Directors of the Corporation, have executed this unanimous written consent as of this \_\_\_\_ day of September 2009.~~

DIRECTORS:

\_\_\_\_\_  
\_\_\_\_\_  
Yvonne Soler-McKinley

CERTIFICATE OF ADOPTION OF BYLAWS

I do hereby certify that the above stated Bylaws of PARKS & POLICE 4 KIDS, INC. were approved by the PARKS & POLICE 4 KIDS, INC. board of directors on this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

CHAIRMAN:

\_\_\_\_\_  
Chairman Luigi Boria



**PARKS & POLICE 4 KIDS**  
8300 NW 53RD ST SUITE 202  
DORAL, FL 33178

1139  
63-643/070  
BRANCH 03069

DATE 5-13-2015

PAY  
TO THE  
ORDER OF

Morgan Insurance Group

\$ 989.00

Nine hundred eighty nine and 00/100

DOLLARS



SECURITY  
FEATURES  
SEE BACK



**WACHOVIA**  
Wachovia Bank, N.A.  
wachovia.com

*[Signature]*

FOR Renewal 5/16/15 - 5/16/16

*[Signature]*



MP

# Bass Underwriters, Inc.

## INSURANCE QUOTE

THE TERMS AND CONDITIONS OF THIS QUOTATION MAY NOT COMPLY WITH THE SPECIFICATIONS SUBMITTED FOR CONSIDERATION. PLEASE READ THIS QUOTE CAREFULLY AND COMPARE IT AGAINST YOUR SPECIFICATIONS.

IN ACCORDANCE WITH THE INSTRUCTIONS OF THE BELOW-MENTIONED INSURER, WHICH HAS ACTED IN RELIANCE UPON THE STATEMENTS MADE IN THE RETAIL BROKER'S SUBMISSION FOR THE INSURED, THE INSURER HAS OFFERED THE FOLLOWING QUOTATION.

**DATE ISSUED:** April 7, 2015

**PRODUCER:** Morgan Insurance Group Inc  
13155 S.W. 42 St. #107  
Miami, FL 33175

**INSURED MAILING ADDRESS:** Parks & Police 4 Kids Inc  
8401 NW 53rd Terrace  
Miami, FL 33166

**INSURER:** Westchester Fire Insurance Company A+ XV AM Best Rating  
Admitted

**COVERAGE:** Directors & Officers-Brokered-Not For Profit-Ace Ameron

**POLICY PERIOD:** 5/16/2015 TO 5/16/2016

**RENEWAL OF:** G27455645001

*plz pay the ratify @ next mtg.*

12:01 A.M. STANDARD TIME AT THE LOCATION ADDRESS OF THE NAMED INSURED. THIS INSURANCE QUOTATION WILL BE TERMINATED AND SUPERSEDED UPON DELIVERY OF THE FORMAL POLICY(IES) ISSUED TO REPLACE IT.

**LIMITS:** see attached

|                     |                           |                  |
|---------------------|---------------------------|------------------|
| <b>PREMIUM:</b>     | <b>Without Terrorism:</b> | <b>Terrorism</b> |
| <b>FEES:</b>        | \$989.00                  | +                |
| Surplus Lines Tax:  |                           |                  |
| Service Office Fee: |                           |                  |
| Misc State Tax:     |                           |                  |
| FHCF (Florida)      |                           |                  |
| CPIE: (Florida)     |                           |                  |
| <b>TOTAL:</b>       | \$989.00                  | \$989.00         |

**DEDUCTIBLE:** see attached



**TERMS / CONDITIONS:**

(a) **MINIMUM EARNED PREMIUM AT INCEPTION - See attached.**

**ALL FEES ARE FULLY EARNED AND NON-REFUNDABLE.**

**PREMIUM FOR ADDITIONAL INSURED'S ARE FULLY EARNED AND NON-REFUNDABLE.**

(b) **SUBJECT TO:**

Please see attached for terms & conditions

(c) **ENDORSEMENTS:**

Please see attached for endorsements & exclusions.

(d) **All other terms and conditions apply per form.**

(e) **Quote is valid for 30 days.**

(f) **Coverage can not be backdated or assumed to be bound without written confirmation from an authorized representative of Bass Underwriters.**

**THIS QUOTE IS ISSUED BASED UPON THE INSURER'S AGREEMENT TO QUOTE AND IS ISSUED BY THE UNDERSIGNED WITHOUT ANY LIABILITY WHATSOEVER AS AN INSURER. THIS QUOTE MAY BE WITHDRAWN BY THE INSURER AT ANY TIME PRIOR TO BINDING.**

**INSURED: Parks & Police 4 Kids Inc**

**DATE ISSUED: April 7, 2015**

**Account Executive: Jonathan Graham**

**Team: Orlando**

**Reference #: 1509423A**



ACE Group

ACE Commercial Risk Services  
Royal Centre Two  
11575 Great Oaks Way  
Suite 200  
Alpharetta, GA 30022

678 795 4000 tel  
678 795 4150 fax USA

### Separate Limit Section:

#### Insured Persons and Organization Separate Limit

| option | Limit of Liability<br>Aggregate for all Loss<br>(includes Costs,<br>Charges and Expenses) | Additional<br>Side A Limit* | Maximum<br>Aggregate<br>(includes<br>Costs,<br>Charges and<br>Expenses) | Retention each Claim |                      |                      | Total<br>Premium Due ** |
|--------|---|-----------------------------|---|----------------------|----------------------|----------------------|-------------------------|
|        |   |                             |   | Insuring<br>Clause 1 | Insuring<br>Clause 2 | Insuring<br>Clause 3 |                         |
| 1      | \$1,000,000   | \$1,000,000                 | \$2,000,000   | \$0                  | \$2,500              | \$2,500              | \$831                   |

Special Event Fund: \$25,000.

\*Side A limit applicable to Loss under Insuring Clause A1 of Insured Persons And Organization only.

Continuity Date: 05/16/2014

(If limit selected is higher than expiring, than continuity date for balance of limit will be the inception date)

#### Employment Practices Coverage Section Separate Limit

| option | Limit of Liability<br>Maximum<br>aggregate for all<br>Loss<br>(includes Costs,<br>Charges and<br>Expenses) | Retention                            |                              | Total<br>Premium Due ** |
|--------|--|--------------------------------------|------------------------------|-------------------------|
|        |  | Each<br>Employment<br>Practice Claim | Each<br>Third Party<br>Claim |                         |
| 1      | \$1,000,000  | \$7,500                              | \$7,500                      | \$158                   |

Continuity Date: 05/16/2014

Third Party Coverage

Yes

No

(If limit selected is higher than expiring, than continuity date for balance of limit will be the inception date)



**Insured's Signature**



ACE Group

ACE Commercial Risk Services  
Royal Centre Two  
11676 Great Oaks Way  
Suite 200  
Alpharetta, GA 30022

678 795 4000 tel  
678 795 4160 fax USA

### Taxes, Surcharges, Discovery/Run-Off Period:

PLEASE NOTE THE FOLLOWING: The policy includes terrorism coverage required by the Federal Terrorism Risk Insurance Act. TRIA premium for all options is: \$0

**\*\* Any applicable taxes, surcharges or countersignature fees, etc. are in addition to the above quoted figures. Premium Surcharge Notice is attached if applicable.**

|                          |                    |                                 |
|--------------------------|--------------------|---------------------------------|
| <b>Discovery Period:</b> | 1. One (1) Year    | @100.00 % of the annual premium |
|                          | 2. Two (2) Years   | @125.00 % of the annual premium |
|                          | 3. Three (3) Years | @150.00 % of the annual premium |
| <b>Run-Off Period:</b>   | 1. One (1) Year    | @100.00 % of the annual premium |
|                          | 2. Two (2) Years   | @110.00 % of the annual premium |
|                          | 3. Three (3) Years | @125.00 % of the annual premium |
|                          | 4. Four (4) Years  | @135.00 % of the annual premium |
|                          | 5. Five (5) Years  | @145.00 % of the annual premium |
|                          | 6. Six (6) Years   | @150.00 % of the annual premium |



ACE Commercial Risk Services  
Royal Centre Two  
11575 Great Oaks Way  
Suite 200  
Alpharetta, GA 30022

678 795 4000 tel  
678 795 4150 fax USA

ACE Group

**Policy Forms and Endorsements:**

1. PF-28100 (09/09) - ACE Express Not-For-Profit Organization Management Indemnity Package Declarations
2. CC-1K11h (03/14) - Signatures
3. PF-28101 (09/09) - ACE Express Not-For-Profit Organization Management Indemnity Package General Terms and Conditions
4. PF-28103 (09/09) - ACE Express Not-For-Profit Organization Management Indemnity Package Employment Practices Liability Coverage Section
5. PF-28102 (09/09) - ACE Express Not-For-Profit Organization Management Indemnity Package Insured Persons and Organization Coverage Section
6. PF-18480 (09/09) - Sexual Misconduct, Child Abuse, Neglect Exclusion
7. PF-18490 (09/09) - Professional Services Errors and Omissions Exclusions
8. PF-24234 (09/09) - Absolute Bodily Injury Property Damage Exclusion
9. PF-28114 (09/09) - Amendatory Endorsement - Florida
10. PF-28310 (07/10) - Reliance Upon Other Carrier's Application
11. PF-28329 (10/10) - Known Wrongful Act, Fact, Circumstance Situation Exclusion
12. PF-28404 (04/11) - Unauthorized Access of Employee Information - EPL
13. PF-28672 (11/09) - Third Party Wrongful Act Amended To Not Include Sexual Abuse, Sexual Assault and Molestation
14. PF-34214 (08/11) - FLSA and Related Coverage
15. PF-39401a (12/12) - Government Funding
16. All-20887 (10-06) - ACE Producer Compensation Practices & Policies
17. All-21101 (11-06) - Trade or Economic Sanctions Endorsement
18. All-5X45 (11-96) - Questions About Your Insurance?
19. ILP 001 01 04 - U.S. Treasury Departments' Office of Foreign Assets Control ("OFAC") Advisory Notice to Policyholders
20. TR-45231 (01/15) - Policyholder Disclosure Notice of Terrorism Insurance Coverage



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Alpharetta, GA 30022

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**This Indication will remain valid until 05/07/2015.**

If between the date of this Indication and the Effective Date of the policy there is a significant adverse change in the condition of this Applicant, or an occurrence of an event, or other circumstances which could substantially change the underwriting evaluation of the Applicant, then, at the Insurer's option, this quotation may be withdrawn by written notice thereof to Applicant. The Insurer also reserves the right to modify the final terms and conditions upon review of the completed application and any other information requested by the underwriter herein. If such material change in the risk is discovered after binding, the insurance coverage will be void ab initio ("from the beginning").

Any applicable taxes, surcharges or countersignature fees, etc. are in addition to the above quoted figures.

Sincerely,

Dana Barbine

484-321-4139

Dana.Barbine@acegroup.com

ACE Commercial Risk Services - Professional Risk

**X**   
\_\_\_\_\_  
**Insured's Signature**

## Premium Surcharges

If the issuing company indicated on the indication/quotation/binder is either ACE American Insurance Company or Westchester Fire Insurance Company, the following surcharges will apply in addition to the premium. Some exemptions apply. Premium surcharges are subject to change at the anniversary dates of multiyear policies paid in annual installments. Collection and remittance of premium surcharges for surplus lines policies, if applicable, are the responsibility of the surplus lines broker.

Florida Insureds

**X**   
Insured's Signature



**ace group**

## **U.S. FOREIGN ACCOUNT TAX COMPLIANCE ACT ("FATCA")**

The U.S. Foreign Account Tax Compliance Act, commonly known as "FATCA", became the law in the U.S. in March of 2010 and becomes effective July 1, 2014. Pursuant to FATCA, brokers, producers, agents and/or clients may need to obtain withholding certificates from insurance companies. For information on how to obtain the applicable withholding certificate from ACE U.S. insurance companies, please go to the following web site:

<http://www.acegroup.com/us-en/businesses/foreign-account-tax-compliance-act-fatca.aspx>

