



CITY OF DORAL PARKS AND POLICE 4 KIDS FOUNDATION BOARD MEETING

Wednesday, March 15, 2017 at 6:30 p.m.

Doral Government Center
1st Floor Multipurpose 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 Jodi Steinbauer
Director Vacant Seat

2. Approval of Minutes

A. February 15, 2017

3. Public Comments

4. Discussion Items:

- A. Update: PP4K Director Polos – Quote (Parks & Recreation Department)**
- B. Reminder: City of Doral 5K Run/ Walk: Saturday, March 18th 7:30am (Parks & Recreation Department)**
 - i. PP4K will have a tent/table at the event to promote the foundation**
- C. Discussion: PP4K Strategic Plans (Continued) (Director Canchola)**
- D. Discussion: PP4K Sponsors Names and Levels (Director Canchola)**
- E. Discussion: Traffic Education Proposal (Director Canchola)**
- F. Discussion: Miami Dynasty – CBO Grant (Director Canchola)**

5. New Business

6. Next Meeting Date: Wednesday, April 19, 2017 at 6:30 pm

7. 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 DRAFT MINUTES

Wednesday, February 15, 2017 at 6:30 p.m.

Doral Government Center
1st Floor Multipurpose Room
8401 NW 53rd Terrace
Doral, FL 33166

1. Call to Order / Roll Call of Foundation Members

Meeting was called to order at 6:33 pm.

Director Elizabeth Canchola	Present
Director Fernando Horruitiner	Absent/Excused
Director Jodi Steinbauer	Present
Director Edgar Martinez	Present
Director Vacant Seat	

Also present were:

Barbara Hernandez, Parks & Recreation Department
Erin Weislow, Parks & Recreation Department
Silvia Watkins, Finance Department
John Alvarez, Procurement
Noel Feliciano, Police Department
Daniel Muñecas, Police Department
Haydee Sera, City Attorney
Connie Diaz, City Clerk

2. Approval of Minutes

A. January 18, 2016

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

3. Public Comments

There were no comments made during public comments.

4. Finance Items

A. Discussion: Insurance for Art Work (Exhibit A)

Motion to approve the \$500.00 insurance for the art work to be provided by the City and to direct staff to draft an agreement between the City of Doral and PP4K for the repayment of the

deductible made by Director Canchola and seconded by Director Steinbauer. By consensus, motion passes unanimously.

- B. Update: Bank Reconciliation January 2017 (Exhibit B)**
- C. Approval of Legal Services Invoice (Exhibit C)**
- D. Approval of a 3-month extension to file Form 990 (Exhibit D)**

By consensus, the Board approved the extension.

- E. Approval of Engagement letter from outside accountant (Exhibit E)**

By consensus, the Board approved the engagement letter.

- F. Approval of payment for outside accountant (Exhibit F)**

By consensus, the Board approved the payment.

- G. Update: Forms 1096 and 1099 (Exhibit G)**

5. Discussion Items:

- A. Update: PP4K Survey After School Program Feedback (Police Department) (Exhibit H)**

Officers Daniel Muñecas and Noel Feliciano addressed the Board and provided an update on the feedback of the program.

- B. Discussion: PP4K Participation at the Doral 5K Walk/Run (Parks & Recreation Department)**
 - i. Saturday, March 18, 2017 7:30am**
 - ii. 20% of proceeds donated to PP4K as approved by council last year (Exhibit I)**

By consensus, the Board directed staff to bring back pricing for PP4K logo wear (polo shirts).

- C. Discussion: PP4K Strategic Plans (Director Canchola) (Exhibit J)**

By consensus, the Board will look for sponsorship opportunities and ideas to bring back to the next meeting.

- D. Discussion: Creation of procedures and/or manual for the PP4K After School Program (Director Canchola)**

By consensus, the Board will prepare procedures for the programming and finances to bring back to the next meeting.

6. New Business

7. Next Meeting Date: Wednesday, March 15, 2017 at 6:30 pm

8. Adjournment Meeting adjourns at 7:15 pm.

Respectfully submitted,

Connie Diaz, CMC
City Clerk

Motion to approve the minutes of the February 15, 2017 Parks and Police 4 Kids Meeting made by _____ and seconded by _____.

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

APPROVED and ADOPTED this 15 day of March 2017.

Elizabeth Canchola, CHAIR