



# CITY OF DORAL PARKS AND POLICE 4 KIDS FOUNDATION FINAL MINUTES

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

Doral Government Center  
1<sup>st</sup> Floor Multipurpose Room  
8401 NW 53<sup>rd</sup> 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.

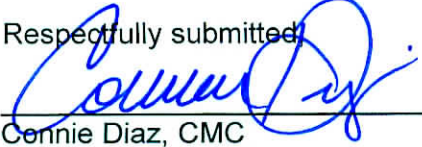
- D. Discussion: Creation of procedures and/or manual for the PP4K After School Program (Director Canchola)**

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,  
  
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Connie Diaz, CMC  
City Clerk

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

|                               |                |
|-------------------------------|----------------|
| Director Elizabeth Canchola   | Yes            |
| Director Fernando Horruitiner | Yes            |
| Director Jodi Steinbauer      | Yes            |
| Director Edgar Martinez       | Absent/Excused |

APPROVED and ADOPTED this 15 day of March 2017.

  
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Elizabeth Canchola, CHAIR