

Memorandum



Date: March 3, 2009

Agenda Item No. 1(D)3

To: Honorable Chairman Dennis C. Moss and
Members, Board of County Commissioners

From: George M. Burgess
County Manager

A handwritten signature in black ink, appearing to read "Burgess".

Subject: Sunset Review of County Boards for 2009 – Park and Recreation Citizens Advisory
Committee (PRCAC)

In accordance with the provisions of Section 2-11.40 of the Code of Miami-Dade County, I am transmitting the 2009 Sunset Review of County Boards Report for the Park and Recreation Citizens Advisory Committee. The Board approved the attached report at its meeting of November 19, 2008 and has recommended the continuation of its board.

A handwritten signature in black ink, appearing to read "Alex Muñoz".

Alex Muñoz
Assistant County Manager

cmo05309

Date: January 5, 2009
To: George M. Burgess
County Manager
From: Mike Pintado
Chairperson, Park and Recreation Citizens Advisory Committee
Subject: Sunset Review of County Boards for 2009 – Park and Recreation Citizens Advisory Committee (PRCAC)

Pursuant to Section 2-11.40 of the Code of Miami-Dade County, I am submitting the 2009 Sunset Review of County Boards Report for the Park and Recreation Citizens Advisory Committee (PRCAC) for transmittal to the Board of County Commissioners (BCC). The Board approved the attached report at its meeting of November 19, 2008.

It is recommended that the BCC approve the continuation of the Park and Recreation Citizens Advisory Committee (PRCAC).

BACKGROUND

The Park and Recreation Citizens Advisory Committee (PRCAC) was created on June 9, 1994 under ordinance 94-115 for the purpose of providing the Board of County Commissioners and the Park and Recreation Department with non binding recommendations to assist the County in its ongoing efforts to improve and promote its park facilities and programs.

The Board should continue to function because it certainly serves the purpose for which it was created.



Mike Pintado
Board Chairperson

**SUNSET REVIEW QUESTIONNAIRE
MIAMI-DADE COUNTY BOARDS
2009**

I. GENERAL INFORMATION

1. Name of Board reporting:
Park & Recreation Citizens Advisory Committee.
2. Indicate number of board members, terms of office, and number of vacancies:
Number of Board Members: 26 plus chairperson.
Terms of Office: The terms of office run concurrently with those of the appointing Commissioners.
Number of Vacancies: 11.
3. Identify number of meetings and members' attendance (Attach records reflecting activity from **Jan. 1, 2007** through **December 31, 2008**):
Number of Meetings: 19
Number of Meetings with a Quorum: 10
Attendance Records: See Attachment.
4. What is the source of your funding? General Fund Budget of the Park and Recreation Department.
5. Date of Board Creation: June 9, 1994
6. Attach a copy of the ordinance creating the Board (Please include all subsequent amendments).
See Attachment.
7. Include the Board's Mission Statement or state its purpose:
The PRCAC is established for the purpose of providing the Board of County Commissioners and the Park and Recreation Department with recommendations to assist the County's efforts to improve and promote parks facilities and programs.
8. Attach the Board's standard operating procedures, if any. N/A
9. Attach a copy of the Board's By-Laws, if any.
N/A
10. Attach a copy of the Board minutes approving the Sunset Review Questionnaire, **including a vote of the membership**.
See Attached minutes from November 19, 2008 board meeting.

II. EVALUATION CRITERIA

1. Is the Board serving the purpose for which it was created? Yes. The Board was created to provide the BCC and the Park and Recreation Department with recommendations to improve the Departments facilities and programs. Board members contribute their knowledge and insight at each and every meeting. Additionally, the board passes resolutions which support grant funding requests (see attached) which have resulted in additional funding for the Park and Recreation Department.
2. Is the Board serving current community needs? Yes. The board members are active in their communities and are excellent liaisons between the communities, the

**SUNSET REVIEW QUESTIONNAIRE
MIAMI-DADE COUNTY BOARDS
2009**

Department and the BCC. The information that the board members bring back to the monthly meetings is invaluable.

3. What are the Board's major accomplishments?
 - a. Last 24 months The board assisted the Department in obtaining Grants by hearing grant proposal details and voting to support those grants.
 - b. Since established The Board has made individual appearances at budget hearings to voice their support for Park's initiatives. The Board also assisted in the passage of the general obligation bond (GOB) by speaking to various groups to support park funding.

4. Is there any other board, either public or private, which would better serve the function of this board?

No.

5. Should the ordinance creating the Board be amended to better enable the Board to serve the purpose for which it was created?

No.

6. Should the Board's membership requirements be modified?

No.

7. What is the operating cost of the Board, both direct and indirect? (Report on FY 2007 and FY 2008)

For FY 2007 the direct cost was \$449.25 for office supplies & stamps. The indirect cost was \$2300.00 for administrative support. In FY 2008 the direct cost was \$512.15 for supplies and postage and the indirect cost was 2,650.00 for administrative support.

8. Describe the Board's performance measures developed to determine its own effectiveness in achieving its stated goals.

The Board periodically sends letters to the Mayor and the BCC supporting the Parks Department in it's efforts to obtain more funding to develop new programs and enhance existing ones for the youth, senior citizens and the community at large. In addition, the Board helps the Grant Section of the Department by supporting their applications to request grant monies for improvements to Park's sites.

Also: Include a diskette, saved in Word, of the County Manager's transmittal memorandum to the Board of County Commissioners with the Board's recommendation.

**PARK & RECREATION CITIZENS ADVISORY COMMITTEE
2007**

NAME	01/17	02/21	03/21	04/18	05/16	06/20	07/18	08/15	09/19	10/17	11/21	12/19	COMMENTS
Mario Apollon	P	A	P	A	P	E	A	No Mtg.	A	A	A	No Mtg.	
Sara Artecona	E	P	E	E	P	A	A	No Mtg.	P	E	P	No Mtg.	
Conchy Bretos	P	P	P	P	E	P	E	No mtg.	P	P	P	No Mtg.	
Willie Dykes	E	P	E	P	E	P	P	No Mtg.	P	E	P	No Mtg.	
Karen Evans	P	P	P	P	A	A	E	No Mtg.	A	E	P	No Mtg.	
Jon Gold	P	P	P	P	P	P	P	No mtg.	P	P	P	No Mtg.	
Victor Hernandez	-	-	-	-	-	-	P	No mtg.	P	E	P	No Mtg.	
Brandon Immerman	P	P	Resi gned	-	-	-	-	-	-	-	-	-	
Lynn Kislak	P	E	P	P	P	E	P	No Mtg.	P	P	P	No Mtg.	
Anthony Lopez	P	A	P	P	P	A	P	No Mtg.	P	E	P	No Mtg.	
Victor Monge	P	E	P	E	P	P	P	No Mtg.	E	P	P	No Mtg.	
Miguel Penton	E	P	P	P	A	P	P	No Mtg.	P	E	P	No Mtg.	
Mike Pintado	P	E	P	P	P	E	P	No Mtg.	E	P	P	No Mtg.	
Hipolito Rodriguez	A	A	P	A	A	A	A	No mtg.	A	A	A	No Mtg.	
Wendell Stirrup	P	A	P	P	A	A	P	No mtg.	P	A	P	No Mtg.	
Howard Tendrich	P	E	P	P	E	P	P	No mtg.	P	E	P	No mtg.	
Mark Trowbridge	E	A	P	E	P	P	E	No mtg.	P	E	P	No Mtg.	

KEY: P=PRESENT - E=EXCUSED - A=ABSENT

QUORUM = 7

**PARK & RECREATION CITIZENS ADVISORY COMMITTEE
2008**

NAME	01/16	02/20	03/19	04/18	05/21	06/18	07/16	08/20	09/17	10/15	11/19	12/17	COMMENTS
Mario Apollon	A	A	No Mtg.	E	P	No Mtg.	E	P	A	A	A	No Mtg.	
Sara Artecona	P	P	No Mtg.	P	E	No Mtg.	E	E	P	A	A	No Mtg.	
Conchy Bretos	P	P	No Mtg.	P	P	No Mtg.	P	E	E	P	P	No Mtg.	
Willie Dykes	E	E	No Mtg.	P	P	No Mtg.	E	E	P	P	P	No Mtg.	
Karen Evans	P	P	No Mtg.	E	E	No Mtg.	E	A	E	P	P	No Mtg.	
Jon Gold	P	P	No Mtg.	P	P	No Mtg.	P	P	P	P	P	No Mtg.	
Victor Hernandez	A	A	No Mtg.	E	A	No Mtg.	P	A	A	A	A	No Mtg.	
Lynn Kislak	P	P	No Mtg.	E	P	No Mtg.	E	P	P	P	P	No Mtg.	
Anthony Lopez	A	A	No mtg.	A	A	No Mtg.	P	A	A	A	P	No Mtg.	
Victor Monge	P	P	No Mtg.	A	P	No mtg.	A	P	A	E	P	No Mtg.	
Miguel Penton	P	P	No Mtg.	E	A	No Mtg.	A	A	A	A	A	No Mtg.	
Mike Pintado	P	P	No Mtg.	P	P	No Mtg.	P	P	P	P	E	No Mtg.	
Hipolito Rodriguez	A	A	No Mtg.	A	A	No Mtg.	A	A	A	A	A	No Mtg.	
Wendell Stirrup	A	A	No Mtg.	P	A	No Mtg.	P	P	A	P	P	No Mtg.	
Howard Tendrich	P	P	No Mtg.	P	P	No Mtg.	P	E	Resi gned	-	-	No Mtg.	
Mark Trowbridge	P	P	No Mtg.	P	P	No Mtg.	P	E	P	A	P	No Mtg.	
Nelson Hincapie	P	P	No Mtg.	A	P	No Mtg.	A	A	Resi gned	-	-	No Mtg.	

KEY: P=PRESENT - E=EXCUSED - A=ABSENT

QUORUM = 3

ORDINANCE NO. 94-115

ORDINANCE AMENDING THE CODE OF METROPOLITAN
DADE COUNTY, FLORIDA, CREATING THE PARKS AND
RECREATION CITIZENS ADVISORY COMMITTEE;
PROVIDING SEVERABILITY, INCLUSION IN THE CODE
AND AN EFFECTIVE DATE

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF DADE
COUNTY, FLORIDA:

Section 1. There is hereby created a Parks and Recreation
Citizens Advisory Committee as follows:

The Parks and Recreation Citizens Advisory
Committee (hereinafter referred to as PRCAC)
is hereby established for the purpose of
providing the Board of County Commissioners
and the Parks and Recreation Department with
non-binding recommendations to assist the
County in its ongoing efforts to improve and
promote its park facilities and programs.

(a) Composition and Qualifications of
Members: The PRCAC shall be composed of
twenty-seven (27) members, twenty-six (26) of
whom shall be appointed by the Board of
County Commissioners. One member shall be
the chairperson of the Parks, Recreation and
Arts Committee of the Board of County
Commissioners. Members of the PRCAC shall be
residents of Dade County who possess
outstanding reputations for civic pride,
interest, integrity, responsibility and
business or professional ability.
Appointments by the Board of County
Commissioners shall be made on the basis of
experience or interest in the fields of
recreation, natural resources conservation
and land use planning.

(b) Method of Appointment and Terms of Membership: Each County Commissioner shall appoint two (2) members of the committee. The term of each of the twenty-six (26) appointed members shall run concurrently with the term of office of the County Commissioner who appointed each such committee member. The term of the Chairperson of the Parks, Recreation and Arts Committee shall be continuous as long as he or she serves as committee chairperson. The members of the PRCAC shall elect a chairperson and such other officers as may be deemed necessary or desirable, who shall serve at the will of the PRCAC. Appointed members shall serve without compensation but shall be reimbursed for necessary expenses incurred in the performance of their official duties, in accordance with County policy, upon approval of the County Manager. A majority vote of a quorum shall be necessary to take any action. Fourteen (14) members shall constitute a quorum. The PRCAC shall conduct its meetings in accordance with Mason's rules of order. The Director of the Parks and Recreation Department shall serve as executive secretary to the PRCAC.

(c) Authority and Limitation of Powers of PRCAC: The PRCAC shall have the authority to make non-binding recommendations of the Board of County Commissioners. The PRCAC shall provide an annual report, either oral or written, to the Board of County Commissioners embodying its recommendations. The PRCAC shall also have the authority to make non-binding recommendations to the Parks and Recreation Department regarding any matter relating to the PRCAC. The PRCAC shall have no power or authority to commit Metropolitan Dade County to any policies, to incur any financial obligations or to create any liability on the part of the County. The actions and recommendations of the PRCAC are advisory only and shall not be binding upon the County unless adopted by the Board of County Commissioners.

Section 2. If any section, subsection, sentence, clause or provision of this ordinance is held invalid, the remainder of this ordinance shall not be affected by such invalidity.

Section 3. It is the intention of the Board of County Commissioners, and is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Metropolitan Dade County, Florida. The sections of this ordinance may be renumbered or relettered to accomplish such intention, and the word "ordinance" may be changed to "section," "article," or other appropriate word.

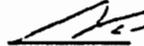
Section 4. This ordinance shall become effective ten (10) days after the date of enactment.

PASSED AND ADOPTED: JUN 09 1994

Approved by County Attorney as
to form and legal sufficiency.

RAE

Prepared by:



PARK AND RECREATION CITIZENS ADVISORY COMMITTEE



Mike Pintado, Chairperson
Willy J. Dykes, Vice Chairperson

• 275 N.W. 2ND STREET • MIAMI, FLORIDA 33128 •

Park and Recreation
Citizens Advisory
Committee Members:

MIAMI-DADE COUNTY PARK AND RECREATION CITIZENS ADVISORY COMMITTEE

District 1
Willy J. Dykes
Vacant

RESOLUTION

District 2
Wendell Sturup
Vacant

The members present at the Park and Recreation Citizens Advisory Committee Meeting held on May 16, 2007 resolved to give their support to the Grant Application for Gwen Cherry Park Aquatic Facility, that the Miami-Dade County Park and Recreation Department will submit to the Florida Department of Environmental Protection, Land and Water Conservation Fund.

District 3
Mario Apollon
Vacant

District 4
Karen Evans, Esq.
Jon M. Gold

Resolution adopted on May 16, 2007.

District 5
Hipolito Rodríguez
Conchy T. Bretos
District 6
Mark A. Trowbridge
Anthony J. Lopez III



Mike Pintado, Chair

District 7
Sarah N. Artecona
Vacant

District 8
Howard Tendrich
Lynn Kislak

District 9
Vacant (2)

District 10
Victor Monge
Miguel Penton

District 11
Mike Pintado
Vacant

District 12
Vacant (2)
District 13
Vacant (2)

PARK AND RECREATION CITIZENS ADVISORY COMMITTEE



Mike Pintado, Chairman
Willy J. Dykes, Vice Chairman

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Park and Recreation
Citizens Advisory
Committee Members:

MIAMI-DADE COUNTY PARK AND RECREATION CITIZENS ADVISORY COMMITTEE

District 1
Willy J. Dykes
Vacant

RESOLUTION

District 2
Wendell Sturupp
Vacant

The members present at the Park and Recreation Citizens Advisory Committee Meeting held on July 18, 2007, resolved to give their support to the Grant Application for the Homestead A-Toll Pool that the Miami-Dade County Park and Recreation Department will submit to the Florida Department of Environmental Protection, Florida Recreation Development Assistance Program.
Resolution adopted on July 18, 2007.

District 3
Mario Apollon
Vacant

District 4
Karen Evans, Esq.
Jon M. Gold



Mike Pintado, Chairperson

District 5
Hipolito Rodríguez
Conchy T. Bretos

District 6
Mark A. Trowbridge
Anthony J. Lopez III

District 7
Sarah N. Artecona
Vacant

District 8
Howard Tendrich
Lynn Kislak

District 9
Vacant (2)

District 10
Victor Monge
Miguel Penton

District 11
Mike Pintado
Jose Hernandez

District 12
Vacant (2)
District 13
Vacant (2)

**Park and Recreation
Citizens Advisory Committee Meeting
Hickman Building
November 19, 2008
Summary Minutes**

Committee Members Present :

W.Dykes, J. Gold, K.Evans, C.Bretos, L.Kislak, V.Monge, M. Trowbridge, A. Lopez, W. Stirrup.

Committee Members Absent: S.Artecona(A), M.Apollon (A) H. Rodriguez (A), M. Penton (A) V. Hernandez (A), M. Pintado (E) .

Park and Recreation staff present: Jack Kardys, Department Director; Greg Pessolano, Arts & Culture Program Specialist, Jorge Aleman, Crandon Park Manager.

The meeting was called to order by Vice Chairman Willie Dykes at 4:43 PM.

With 9 members present a quorum was reached and the Committee approved the minutes from May, July, August, September & October 2008 (motion by Mark, seconded by Lynn).

Frankie Ruiz made a presentation to the Committee on the cross country running course project at Tropical Park. He identified 14 reasons that cross county courses are needed throughout the County. He also discussed the popularity of the sport and the lack of safe courses available to runners. Jack discussed the operating impacts of developing such courses and the Committee agreed to support Mr Ruiz and the program itself. Mark commented that Mr Ruiz's presentation was the best citizen's report that had ever been presented to the Committee.

Next on the agenda was Jorge Aleman, who conducted the Crandon Park cabana auction to determine who would fill the vacant cabana spots for the coming year. Committee members drew names of the winners to the pleasure of the patrons in attendance (all were selected).

Following the auction Jack invited all Committee members to the Haulover Marina dedication, the Amazon & Beyond opening at the Zoo and the Noches Tropicales concert at Tropical Park which all occurred on a busy December 5th.

Next on the agenda the Committee reviewed the questionnaire that was completed for the Sunset Review (a 2 year review of the committee's functions) and voted unanimously to approve the questionnaire (motion by Conchy seconded by Victor).

Meeting was then adjourned at 6:00 PM