



# Village of Biscayne Park

640 NE 114<sup>th</sup> Street  
Biscayne Park, FL 33161  
(305) 899-8000

## Mayor and Commission

Roxanna Ross  
Mayor

Albert Childress  
Vice-Mayor

Robert "Bob" Anderson  
Commissioner

Steve Bernard  
Commissioner

Bryan Cooper  
Commissioner

Ana Garcia  
Village Manager

John J. Hearn  
Village Attorney

Maria C. Camara  
Village Clerk

## AGENDA

### REGULAR COMMISSION MEETING

Ed Burke Recreation Center – 11400 NE 9<sup>th</sup> Court  
Tuesday, February 2, 2010, 7:00PM

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENTS RELATED TO AGENDA ITEMS

5. PRESENTATIONS

- a. Bell David Planning Group, Inc. – Alex David to discuss City of North Miami Future Land Use

6. ADDITIONS, DELETIONS OR WITHDRAWALS TO AGENDA

7. CONSENT AGENDA (Motion to be made for all as one or remove for discussion)

- a. Approval of Minutes

September 1, 2009 Regular Commission Meeting

January 12, 2010 Regular Commission Meeting

January 14, 2010 Special Commission Meeting

- b. Receipt of 1<sup>st</sup> Quarter Financial Statement for period ended December 31, 2009

- c. Certification of State Forfeiture Funds for Crime Watch purchase.

8. PUBLIC HEARINGS

9. ORDINANCES – FIRST READING

- a. ORDINANCE 2010-1

AN ORDINANCE OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA AMENDING CHAPTER 11 ENTITLED "OFFENSES AND MISCELLANEOUS PROVISIONS" BY CREATING NEW ARTICLE VI, ENTITLED "STREET ADDRESS DISPLAY"; PROVIDING FOR PENALTY; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE

## Village of Biscayne Park - Agenda

### b. ORDINANCE 2010-2

AN ORDINANCE OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE III, ENTITLED, "COMMISSIONS, BOARDS AND COMMITTEES"; REPEALING ORDINANCE 2008-8 AND CREATING NEW SECTION 2-30 OF THE CODE OF ORDINANCES OF THE VILLAGE OF BISCAYNE PARK ENTITLED "GENERAL RULES AND POLICIES"; AMENDING EXISTING SECTION 2-31 OF THE CODE OF ORDINANCES OF THE VILLAGE OF BISCAYNE PARK, ENTITLED, "BOARD OF PARKS AND PARKWAYS"; AMENDING EXISTING SECTION 2-32 OF THE CODE OF ORDINANCES OF THE VILLAGE OF BISCAYNE PARK, ENTITLED, "ECOLOGY BOARD"; REPEALING ORDINANCE 2008-7 AND CREATING A NEW SECTION 2-34 OF THE CODE OF ORDINANCES OF THE VILLAGE OF BISCAYNE PARK, ENTITLED, "RECREATION ADVISORY BOARD"; REPEALING ORDINANCE 2008-4; PROVIDING FOR AMENDMENT TO THE APPLICABLE CURRENT CODE SECTIONS WITH REFERENCE TO THIS ORDINANCE AND PROVIDING THAT PROVISIONS OF THE CURRENT CODE, TO THE EXTENT THAT THEY ARE IN CONFLICT WITH THIS ORDINANCE, SHALL BE REPEALED; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

### 10. RESOLUTIONS

### 11. OLD BUSINESS

- a. Discussion of replacement of board members:
  - i. Code Enforcement Board
  - ii. Code Review Board
  - iii. Recreation Advisory Board
  - iv. Ecology Board (new members)

### 12. NEW BUSINESS

- a. Commissioner Bernard: Discussion of timing, costs and purpose of a special Mail-In Election.
- b. Mayor Ross: Discussion of legislative agenda.

### 13. GOOD AND WELFARE (PUBLIC)

### 14. REPORTS

- a. Committee Reports
- b. Village Attorney Comments
  - i. Discussion of Code Enforcement fines
  - ii. E-Mail policy and procedures
- c. Village Manager Comments
  - i. Tree planting/removal plans from Parks & Parkway
  - ii. Report on Grants
  - iii. Public Works building
  - iv. Finance Director position status

## Village of Biscayne Park - Agenda

### v. General department information

#### d. Commissioner Comments

- i. Commissioner Anderson
- ii. Commissioner Bernard
- iii. Commissioner Cooper
- iv. Vice-Mayor Childress
- v. Mayor Ross

### 15. ANNOUNCEMENTS – All public meetings are held at the Ed Burke Recreation Center, 11400 NE 9<sup>th</sup> Court.

- a. Monday, February 15<sup>th</sup>: All Village departments will be closed in observance of the President's Day holiday.
- b. Tuesday, February 16<sup>th</sup>: Planning & Zoning Board at 6:30PM
- c. Tuesday, February 16<sup>th</sup>: Code Enforcement Board at 7:00PM
- d. Wednesday, February 17<sup>th</sup>: Parks & Parkway Advisory Board at 6:00PM

### 16. ADJOURNMENT

In accordance with the provisions of F.S. Section 286.0105, should any person seek to appeal any decision made by the Commission with respect to any matter considered at this meeting, such person will 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.

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation to participate in the proceedings should call Village Hall at (305) 899-8000 no later than (4) days prior to the proceeding for assistance.

#### **DECORUM**

Any person making impertinent or slanderous remarks, or who becomes boisterous while addressing the Commission, shall be barred from further audience before the Commission by the presiding officer, unless permission to continue or again address the commission is granted by the majority vote of the Commission members present. No clapping, applauding, heckling or verbal outbursts in support or in opposition to a speaker or his/her remarks shall be permitted. No signs or placards shall be allowed in the Commission Chambers. Please mute or turn off your cell phone or pager at the start of the meeting. Failure to do so may result in being barred from the meeting. Persons exiting the Chamber shall do so quietly.



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**Re: Agenda item 5a, Feb. 2, 2010 Commission Meeting**

Alex David from Bell David Planning Group LLC, will be doing a presentation on the City of North Miami Future Land Use.

# Proposed Zoning Map Amendment

- Legend**
-  C-1
  -  M-1
  -  R-1
  -  Water
  -  PD
  -  R-2
  -  C-2BE
  -  PU
  -  R-4
  -  R-5
  -  R-6
  -  Streets
  -  RO
  -  Areas where zoning has changed (with table number)

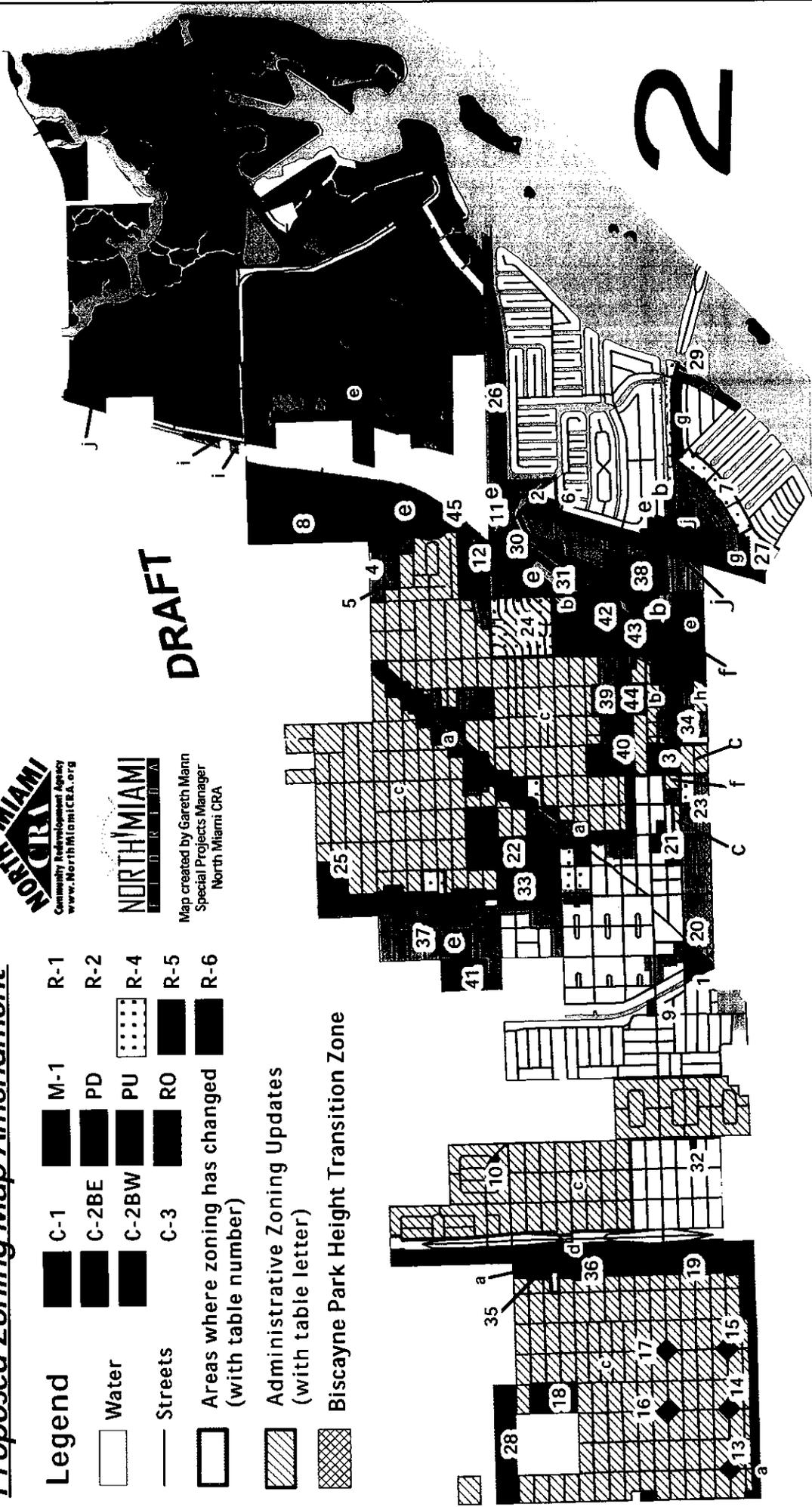
 Administrative Zoning Updates (with table letter)

 Biscayne Park Height Transition Zone



Map created by Gareth Mann  
Special Projects Manager  
North Miami CRA

**DRAFT**





# Village of Biscayne Park

## MINUTES REGULAR MEETING

Ed Burke Recreation Center – 11400 NE 9<sup>th</sup> Court  
Tuesday, September 1, 2009, 7:00 pm

### 1. CALL TO ORDER and ROLL CALL

Mayor Hornbuckle called the meeting to order at 7:05 p.m. In addition to Mayor Hornbuckle, present were Commissioners Steve Bernard, Kelly Mallette, Chester "Doc" Morris and Vice-Mayor Bob Anderson. Present from Staff were Mitchell Glansberg, Police Chief; Bernard Pratt, Public Works Director; Holly Hugdahl, Acting Finance Director; Frank Spence, Village Manager; John Hearn, Village Attorney and Ann Harper, Village Clerk

### 2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited followed by a moment of silence.

### 3. ORDER OF BUSINESS – ADDITIONS, DEFERRALS, OR DELETIONS TO AGENDA

Attorney Hearn requested 8A. Ordinance 2009-10 be tabled until the October 6, 2009 meeting.

Commissioner Bernard added Item 11E, Dade County taxes.

### 4. PRESENTATIONS – Tab #4

#### **A. Commendation for Sira Ramos from Police Chief Mitchell Glansberg**

Chief Glansberg commended Code Enforcement Officer Ramos for distinguishing herself in the line of duty. Residents Brett and Colleen Shinn thanked Mrs. Ramos for her actions in notifying the Police Lieutenant of a burglary in progress which led to the arrest of suspects who broke into their home.

#### **B. Commendations for Police Officers Ray Atesiano and Larry Churchman from Police Chief Mitchell Glansberg**

Chief Glansberg commended Police Officers Ray Atesiano and Larry Churchman for their roles in the Traffic Safety programs sponsored by FDOT – Both officers held leadership roles by participating, organizing and directing the entire Click it or ticket enforcement campaign for the Village of Biscayne Park. Additionally, Ray Atesiano issued over 212 seatbelt citations and Officer Churchman competed in the motor unit challenge that encompasses the overall safety innovations; both earned 2<sup>nd</sup> place in their competitions which included competitors across the state of Florida. Mayor Hornbuckle thanked both officers for their service to the Village.

## 5. PUBLIC COMMENTS RELATED TO AGENDA ITEMS

Mayor Hornbuckle commented that the recent article in the neighbors incorrectly stated that the commission would be selecting candidates tonight. He clarified that this evening is to set up the process and review the candidates and that the public is encouraged to make their comments.

- Vicki Smith-Bilt - Hiring of the Village Manager. Suggest a revisit of the search as it is too limited. She opined that it has been too short a period of time given to the search to find such a high ranking administrative position. She further suggested an alternative such as hiring a transition or interim manager to allow time for a lengthier search.
- David Twitchell – Public Participation. Spoke about charter intent for public participation in meetings is so that the Commission shall adopt the agenda procedures to allow public to fully participate in meetings. Need to do whatever is necessary to encourage maximum participation of the public involvement – collective wisdom when people come together that each individual may lack, it also builds a sense of community.  
Regarding hiring manager no need to rush to reach an agreement. The Village Manager has a great impact on Village and more time needs to be taken to get the right individual.
- Bryan Cooper - Village Manager. Village Manager needs to look at documentation to establish best practices. In the past reports have been ignored, need Village Manager who will be active and participate. Manager needs to have a foundation of facts to build the Village future upon. Included several examples that lacked review in the past:
  - North Miami hyper development
  - Audit reports
  - Urban Forestry report
  - Safe Roadways planWould like to see Web based nomination process for committees.  
Slow down the hiring process to ensure proper candidate is hired.
- Chuck Ross – Village Manager and Public Speaking. Do not rush into choosing management candidate, concerned that none of the individuals presented are qualified enough under the RFP that has been put out.  
Public Speaking – Charter Bill of Rights – Request that public is allowed to speak at every meeting.
- Victor Romano – Village Manager. Need larger candidate pool, better candidates if we take our time.
- Steve Taylor – Village Manager. Not a problem to move forward to ensure a seamless transition.
  - Proponent of management company
  - Governance through a group
  - Well connected within the community with larger resources
  - Trade out if we do not like candidate
  - Limit term
  - Depth of experience
- Linda Dillon – Village Manager. Urge the Commission to take their time and go through the process again. Poor RFP, limited solicitation. Include the residents who may have greater Human Resource abilities than those who are currently administering process.

- Gary Kuhl – Village Manager. Disturbed by the process. Would not like a hasty decision in the process. Poor RFP, limited solicitation, did not make it onto many of the job seeking websites, the county and the business community. Would rather run partially staffed than hurry the decision.
- Dan Keys - Village Manager. Hire an individual who then hires the right type of staff to allow the Village to flourish. Larger applicant pool so that a larger individual applicant base is gained.
- Fred Jonas – Public Speaking. Allow for the public to speak whenever the need comes up. Model, more concise and efficient behavior rather than shutting out neighbors.
- Barbara Kuhl - Village Manager and Public Speaking. Would like to see an individual, no need to rush. Limited pool indicates that advertisement was not done broadly enough.  
Public speaking – allow public to speak as the items come up, especially if it is a voting item.
- Harvey Bilt – New Business 11a - Confirm that selection of finalist is not occurring this evening.

Mayor Hornbuckle confirmed that it is not just management service proposals being reviewed. Both management firms and individuals are being looked at.

Mayor Hornbuckle closed the public speaking period.

## **6. CONSENT AGENDA (Motion to be made for all as one or remove for discussion) - Tab #6**

### **A. Approval of Minutes**

#### **Continued from Commission Meeting 7/7/09**

- 1. Regular Meeting – June 2, 2009**
- 2. 2<sup>nd</sup> Preliminary Budget Workshop June 10, 2009**
- 3. Special Meeting June 22, 2009**
- 4. 3<sup>rd</sup> Preliminary Budget Workshop June 22, 2009**

#### **Continued from Commission Meeting 8/4/09**

- 5. Special Meeting July 16, 2009**

#### **New Minutes for Approval**

- 6. Regular Meeting May 5, 2009**
- 7. Special Meeting July 29, 2009**
- 8. Regular Meeting – August 4, 2009**

### **B. Financial Report for the Period Ending 7/31/09**

Commissioner Anderson requested that minutes be removed from consent agenda so that he can review the CD of the June 2, June 10 and June 22, 2009 meetings and any other minutes with changes requested so that he may review the CDs. Commissioner Bernard requested to remove the May meeting. Items 1, 2, 3, 5 & 6 have been pulled from consideration.

Mayor Hornbuckle asked if there was a motion to accept the consent agenda with the remaining minutes, Items 7 & 8 and the financial report.

Commissioner Bernard requested the financial report be removed.

Motion was called for Items 7 & 8 to be approved.

Commissioner Mallette and Commissioner Bernard spoke about summary versus verbatim minutes. The outcome being the commission does not want verbatim minutes. The board should review the minutes for accuracy and would like the opportunity to correct them when an important point has been missed.

**Motion** was made by Commissioner Bernard, seconded by Commissioner Morris to accept the consent agenda with the remaining minutes. On voice vote motion carried 5/0.

The items that have been pulled will be brought forward to the next meeting. Commissioner Anderson has requested CDs of each of the meetings to review against the notes. The Mayor instructed the commission to send emails to clerk citing changes to amend or correct.

Commissioner Bernard commented on the financials:

- Commissioner Bernard requests notations and narrative allowing for further explanation on financial statements.

Budget Discussion:

The board discussed the sanitation fees and possible avenues of what to do with the potential additional funds once the year-end analysis has been completed there are several options for the Commission to consider. The commission further determined that the discussion is premature as the year-end analysis has not yet been completed.

Commissioner Bernard requested further communication in regards to the status of the budget and updates to changes as they transpire would be useful going forward to assist the Commission in gaining better financial picture and making future financial decisions.

After discussion Commissioner Bernard removed his motion to pull the financials.

**Motion** was made by Commissioner Anderson, seconded by Commissioner Bernard to approve the financials. On voice vote motion carried 5/0.

## **7. PUBLIC HEARINGS - None**

## **8. ORDINANCES – 1<sup>st</sup> READING**

### **A. ORDINANCE 2009-10**

**AN ORDINANCE OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA GRANTING AND RENEWING PEOPLES GAS SYSTEM, A DIVISION OF TAMPA ELECTRIC COMPANY, A FRANCHISE FOR THE PURPOSE OF SUPPLYING NATURAL, MANUFACTURED, AND OTHER GAS TO THE VILLAGE, PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE**

Tabled until the October 6, 2009 meeting.

## 9. RESOLUTIONS - None

## 10. OLD BUSINESS - None

## 11. NEW BUSINESS – Tab #11

### **A. Consideration of Management Services Proposals; Selection of Finalists; Schedule of Interviews**

Manager Spence spoke about the review committee recommended short list and addressed the advertising methodology.

- Notice went to Florida League of Cities and Florida City and County Management Association. Through these venues communications go out daily to all managers which are important as consistently city manager articles are also placed through this venue.
- Recommended commission move forward on choosing an applicant. Time is of the essence and delay is not in the best interest of the community. Village Clerk submitted her resignation as of 9.1.09.
- Professional recommendation is to hire a management company in light of the fact that all three officers are leaving. The three best sets of municipal management companies in the state have submitted as applicants. The management companies represented are the best in the industry and come highly recommended. All of the officers will be stepping down as of Friday, October 2, 2009. Commission needs to make a decision.

The commission spoke at length on the merits of the current candidates, whether a broad enough pool of applicants was received, the possibility of hiring an interim manager/clerk and finance director and the possible continuation of the RFP process. It was determined that it is in the best interest of the Village to proceed with the following plan:

- 1) A special meeting would be held on September 9, 2009 at 6:00 p.m. Each candidate would be given 10 minutes to present and 10 minutes to answer questions.
- 2) The current Manager and Clerk would create a procedure manual to ensure a smooth transition.
- 3) Commissioner Bernard will work with volunteer committee with human resources experience to re-advertise for broader spectrum of applicants.
- 4) Manager Spence will call The FACC for temporary clerks and the GFOA to locate a finance director for interim services.
- 5) Preliminary presentations will be set up.
- 6) Commission will determine further action upon completion of the preliminary presentations.

Mayor Hornbuckle closed the topic.

### **B. Consideration of Appointment to Recreation Advisory Board to replace Tracy Truppman who Resigned 8/9/09 (Commissioner Morris' Appointment)**

Commissioner Morris – nominated James Murphy.

### **C. Discussion of Ecology Board Membership**

Mayor Hornbuckle commented that the commission formed the board several months back but never moved forward. He further asked if there is a need to re-appoint.

Commissioners Mallette, Bernard and Vice Mayor Anderson all had formerly appointed someone. The board is now waiting to hear from Mayor Hornbuckle candidates and move forward.

**D. Recommendation for "Right to be Heard" Section of Every Board and Commission Agenda (Commissioner Bernard)**

Commissioner Bernard discussed the audience comment made earlier about concern that speaking should be made at discretion of the Chair. He expressed that this is opposite of the intent of the charter.

Commissioner Bernard requested that the commission shall adopt agenda to enhance the opportunity for the public to participate, to include public participation in the agenda as is done in the regular committee meetings. With the goal being all the committees shall make it easy for the audience members to speak, allowing residents to be a part of solution. They have to be encouraged and know that they have the right to be heard. There is a public wisdom when people get together to try and figure out a problem.

**Motion:**

Add agenda procedures for public participation at all public meetings

Commissioner Anderson – Please clarify– be able to speak at any meeting?

Commissioner Bernard – Yes, the resident should have the right.

Commissioner Morris - I support this idea, but would add a caveat of a time limit.

Commissioner Bernard – A time limit is part of what the charter allows for.

Ruling from attorney.

Planning and zoning and other quasi judicial records, should be together and it is not recommended that commentary is allowed on quasi judicial items. Hearing masters Code enforcement – not an issue – matter of law – do not speak about the items that are quasi judicial items – boards need to understand what can be discussed. The language in the village charter is consistent with the newer charters; however that sentence, allowing for the right to be heard, is uncommon.

**Motion** was made by Commissioner Bernard, seconded by Commissioner Morris to add agenda procedures for public participation at all public meetings. On voice vote motion passed 3/2 with Commissioner Mallette and Vice Mayor Anderson voting no.

It has not been adopted at special meetings, budget hearings, committee meetings and budget workshops. On boards with quasi judicial it will be noted on the agendas items not up for discussion.

**E. Discussion on Dade County Taxes (Commissioner Bernard)**

Commissioner Bernard requested to create a resolution to present to the County Commission at the Thursday budget hearing. County Committee needs to understand that there are a lot of people who would like to state they are against raising taxes, while services decrease and the county has not found efficiencies that could represent thousands of dollars that could possibly make a difference in the overall budget. There is

the opportunity to raise our voice and give a direction to the County Commissioners. Ms Heyman needs our support.

Commissioner Bernard read a sample resolution and it is made part of the public record.

**Motion** was made by Commissioner Bernard, seconded by Commissioner Morris to create resolution to be presented to the County commission to encourage the review of budgetary efficiencies prior to increase in taxes, subject to review by attorney. Motion carried by voice vote 5/0.

## **12. GOOD AND WELFARE (PUBLIC)**

Dan Keys:

- Changes to be made need to become part of the agenda package and part of the public record.
- Regarding speaking at public meetings he has been explicitly denied at first readings.
- Clarity of the agendas being put forward could be further improved, for instance, the resolution that Commissioner Bernard sponsored would have been able to be reviewed and discussed in advance. It is difficult to make comments when we do not know what is going on or being put forth.

Bryan Cooper:

- Videotape the interview process so that it can be shared with those who cannot be at the meeting.
- Commended the commissioners for enhancing public speaking and is shocked at those who denied it.

## **13. REPORTS**

### **A. Committee Reports**

- 1. Parks & Parkways Advisory Board – Dan Keys, Chairman- none**
- 2. Recreation Advisory Board – Roxanna Ross, Chairman- none**
- 3. Pathways Ad Hoc Committee – Gary Kuhl, Chairman**
  - Just organized and have determined meeting dates and times. Meeting tomorrow at 7:00 p.m. – ad hoc pathways

### **B. Village Attorney Comments**

#### **1. Discussion of Flood Damage Prevention Ordinance**

- Next Tuesday Special Commission Meeting ordinance for FEMA – national flood insurance requires this ordinance, prior ordinance needs to be amended based on recent changes. Allows residents to obtain flood insurance and to get discounts as a result.
- 1<sup>st</sup> reading 6:15 p.m. on Tuesday, 9.8.09
- 2<sup>nd</sup> reading to be held on 10.6.09

### **D. Village Manager Comments**

#### **1. Report from Police Chief Glansberg**

- Extra units out to control traffic flow since start of school
- Stats for month of August presented

- Thanked and noted it has been a pleasure to work with Frank Spence and Ann Harper

## **2. Updates on Various Projects**

Frank Spence noted:

- Public works facility – extraordinary amount of over review on issues such as water, sewage, septic and trees. The contractors are eager and ready to go to work.
- Rented office trailer as the old building is a hazard.
- Construction site will be hardhat site.
- Entrance Sign – changes on shop drawings. He expressed that Village Biscayne Park has not received the architectural oversight that has been paid for. Engineer will sign-off on it Wednesday, can start on the letters. \*Star electric will handle the electrical connection for the sign and he will work with FPL to take care of pole.
- Pavilion – great hit – will set up official dedication. Commissioner Heyman was a great help.
- Enjoyed his experience with the Village and thanked the Mayor for a great experience.
- Village of Biscayne Park is an oasis and special place. Final recommendation – makes it a Tree City USA – have enough canopy now need to get the paperwork submitted.

## **E. Comments**

### **1. Commissioner Bernard-**

- Expressed good luck to Mr. Spence

### **2. Commissioner Mallette**

- Extended appreciation to Mr. Spence and Ms. Harper for their service.

### **3. Commissioner Morris**

- Thanked Mr. Spence.
- Thanked Scott for getting final paperwork and also to Carlos for all his help.

### **4. Vice-Mayor Anderson**

- Noted article in Miami Herald 8.31.2009 – formulating a committee on how to get a budget together involving citizens and educating them.
- Expressed that he will miss Mr. Spence, Ms. Harper and Ms. Hugdahl.

### **5. Mayor Hornbuckle**

- Thanked Chief Glansberg and noted we have a lot of confidence in you.
- Thanked Ms. Harper Ms. Hugdahl and Mr. Spence and noted they will be missed. There will be a reception at a later date.

## **14.ANNOUNCEMENTS – All public meetings are held at the Ed Burke Recreation Center 11400 NE 9<sup>th</sup> Court**

**Wednesday, September 2, 2009**

**Monday, September 7, 2009**

**Pathways Ad Hoc Committee, 7:00 p.m.**

**All Departments closed in observance of Labor Day**

**Tuesday, September 8, 2009**

**Wednesday, September 9, 2009**

**Monday, September 14, 2009**

**Tuesday, September 15, 2009**

**Wednesday, September 16, 2009**

**Tuesday, September 22, 2009**

**Thursday, September 24, 2009**

**Monday, September 28, 2009**

**Biscayne Park Foundation, 6:00 p.m.**

**1<sup>st</sup> Budget Public Hearing, 6:30 p.m.**

**Recreation Advisory Board, 6:30 p.m.**

**Planning & Zoning Board, 6:30 p.m.**

**Code Enforcement Board, 7:00 p.m.**

**Parks & Parkways Advisory Board  
6:00 p.m.**

**Pathways Ad Hoc Committee, 7:00  
p.m.**

**2<sup>nd</sup> Budget Public Hearing, 6:30 p.m.**

**Code Review Committee, 7:00 p.m.**

**Planning & Zoning Board, 6:30 p.m.**

### **15. ADJOURNMENT**

There being no further business, the meeting adjourned at 10:17 p.m.

Commission approved \_\_\_\_\_

Roxanna Ross, Mayor

Attest:

\_\_\_\_\_  
John J. Hearn, Attorney

\_\_\_\_\_  
Maria C. Camara, Village Clerk



**December 8, 2009 Regular Meeting**

**B. Approval of Federal Funds Forfeiture Expenditure**

**C. Consideration of FDACS – Forest Health Initiative \$24k non matching grant to trim trees Resolution 2010-04(moved to consent from 10c)**

- Items B& C along with Minutes approved. With the addition of a summary page of the recommended changes & clarifications as provided by the clerk, which are attached and made a part of the official record.
- September 1, 2009 minutes tabled to be presented at the 2.2.2010 Regular Commission meeting.

**Motion** was made by Commissioner Bernard, seconded by Commissioner Anderson to accept items B & C and all minutes of the consent agenda with the exception of the September 1, 2009 minutes which will be presented at the February 2, 2010 regular commission meeting. On voice vote motion carried 5/0.

Discussion proceeded with request to abide by the resolution that was formerly passed requiring minutes to be presented in summary format, for all future minutes to be summarized using the minutes of 12.08.09 as the model. Concerns presented with summary minutes include loss of lasting public record, and inability for the public who does not have access to audio/video to get a true picture of what transpired in Commission meetings. Commissioner Anderson recommended the option of burning copies of the DVD of the meeting to be presented to interested residents as requested. Other options discussed included providing link on the village website.

**Motion** was made by Commissioner Childress, seconded by Commissioner Anderson to abide by the resolution that was formerly passed requiring minutes to be presented in summary format. On voice vote motion carried 3/2 with Commissioner Cooper and Commissioner Bernard voting no.

**8. PUBLIC HEARINGS**

None

**9. ORDINANCES – 2<sup>nd</sup> reading –**

**A. ORDINANCE 2009-4**

**AN ORDINANCE OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, GRANTING FLORIDA POWER & LIGHT COMPANY, ITS SUCCESSORS AND ASSIGNS, AN ELECTRIC FRANCHISE; IMPOSING PROVISIONS AND CONDITIONS RELATING THERETO; PROVIDING FOR MONTHLY PAYMENTS TO THE VILLAGE OF BISCAYNE PARK, FLORIDA; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE (Continued from Commission Meeting March 3, 2009)**

**DEFERRAL AFTER DISCUSSION PER VILLAGE ATTORNEY OFFICE**

Attorney Hearn advised that this item has been deferred due to the length of time that has transpired between the 1<sup>st</sup> & 2<sup>nd</sup> readings. Further the prior meeting listed date certain as January 5<sup>th</sup> and the meeting date was moved to January 12, 2010 due to where the New Year Holiday fell. Attorney has recommended that the meeting be advertised as a 1<sup>st</sup> reading to allow for proper public notice

- Further requested that each Commissioner present what they would like to see in the contract.

**Motion** was made by Vice-Mayor Childress, seconded by Commissioner Anderson to defer the meeting to 2.2.2010.

Commissioner Bernard requested that it be moved to the 3.2010 meeting to allow sufficient time to iron out the details that are currently in the works.

Attorney Hearn pointed out that in order to avoid a lapse in franchise fees the commission must come to a decision with a 1<sup>st</sup> and 2<sup>nd</sup> reading on or before 3.30.2010. This could be accomplished by having a special meeting for the second meeting

- Attorney Hearn will provide redlined agreement with all changes made to date but without the most recent FPL changes by the week of 1.18.2010.
- Commissioner Bernard commented that March is an important date.
- Commissioner Anderson noted the Village cannot afford a gap in loss of franchise fees and the loss of the revenue stream would have a negative affect on the village budget.

Commissioner Cooper discussed the term of the contract and allowing the village to explore alternate methods of power.

Attorney Hearn stated that the contract does allow for the Village to make its own power.

Mayor Ross opened the hearing for public discussion

Fred Jonas – concerned about the incurrence of \$22,000 in costs up to this point, further deferrals could cost the Village loss in revenue by allowing a gap in the franchise fees. Further concerned that information about this topic is not being shared with the residents.

Mike Kopsick – DO NOT DELAY – needs to move forward and get this done.

Former Commission Chester Morris – leave it to the pros to get the details ironed out. Manager Garcia and Attorney Hearn are capable and are working aggressively to get this handled, leave it to them to do so.

Commissioner Cooper commented on Fred Jonas comment about being secretive. He stated that the Commissioners are not attempting to do anything to avoid Sunshine and have worked through the clerk's office to disburse information, not all of which was included in the agenda package. Also concerned that this could be a bad deal to sign for a long term commitment as technology is changing.

**Motion** was made by Vice-Mayor Childress and Commissioner Anderson to call vote to hold 1<sup>st</sup> reading on 2.2.2010. The motion did not pass by roll call vote, as follows:

Ayes: Vice-Mayor Childress and Commissioner Anderson

Nays: Commissioner Bernard, Commissioner Cooper and Mayor Ross

**New Motion** to hold 1<sup>st</sup> reading on 3.2.210: The motion carried by roll call vote, as follows:

Ayes: Commissioner Bernard, Commissioner Cooper and Mayor Ross

Nays: Vice-Mayor Childress and Commissioner Anderson

**B. ORDINANCE 2009-7**

**AN ORDINANCE OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA GRANTING AND RENEWING PEOPLES GAS SYSTEM, A DIVISION OF TAMPA ELECTRIC COMPANY, A FRANCHISE FOR THE PURPOSE OF SUPPLYING NATURAL, MANUFACTURED, AND OTHER GAS TO THE VILLAGE, PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE**

**Opened to public comment – NO PUBLIC Comment**

**Motion** was made by Vice-Mayor Childress, seconded by Commissioner Anderson to sign Ordinance 2209-7. The motion carried by roll call vote, as follows:

Ayes: Mayor Ross, Vice-Mayor Childress, Commissioners Anderson, Bernard and Cooper

**C. ORDINANCE 2009-9**

**AN ORDINANCE OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA PURSUANT TO SECTION 166.041, FLORIDA STATUTES, TO AMEND ORDINANCE 2008-06 ADOPTED ON SEPTEMBER 23, 2008 FINALIZING AND ADOPTING THE ANNUAL OPERATING BUDGET AND CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEAR 2008-2009, BY AMENDING VARIOUS PARTS OF THE BUDGET CONSISTENT WITH EXHIBIT "A", ATTACHED HERETO; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE**

**Opened to public comment – NO PUBLIC Comment**

Commissioner Bernard asked two questions:

- Amount transferred from the sanitation to the enterprise funds.
- Total amount of reserves that will be required for transfer.

Finance Clerk Marilu Manso responded:

- Amount transferred from the sanitation to the enterprise funds will be \$50,000
- Total amount of reserves that will be required for transfer- cannot confirm actual amount until the Auditor has completed and presents CAFR.

Manager Garcia added that the auditor will be present at the 2.2.2010 meeting and requested that the answer be deferred until then.

Commissioner Bernard requested an approximate.

Marilu Manso responded \$128,833.

**Motion** by roll call to approve the Ordinance 2009-9. The motion carried by roll call vote, as follows:

Ayes: Mayor Ross, Vice-Mayor Childress and Commissioner Anderson, Commissioner Cooper

Nays: Commissioners Bernard

## 10.RESOLUTIONS

### A. Consideration of SNP Resolution 2010-2

Mayor Ross noted resolution needs to be amended to change City to Village.

**Motion** was made by Vice-Mayor Childress, seconded by Commissioner Anderson to approve Resolution 2010-2. On voice vote motion carried 5/0.

Commissioner Bernard asked the manager how she intends to implement the plan.

Manager Garcia responded that her past experience is directly related to this type of effort and she will be directly overseeing and implementing the plan herself.

- It will be bid per the Village procurement processes.
- She is working directly with the Village engineer.
- Any contract that is over her limit will be brought forth for the commissions review and approval.

### B. Consideration of South Florida Park Coalition Resolution 2010-3

**Motion** was made by Vice-Mayor Childress, seconded by Commissioner Anderson to consider South Florida Park Coalition Resolution 2010-3. On voice vote motion carried 5/0.

### C. Consideration of FDACS – Forest Health Initiative \$24,000 non matching grant to trim trees Resolution 2010-04-

Moved to consent agenda and approved.

### D. Consideration of Resolution for Public Comment on 1<sup>st</sup> reading Resolution 2010-06

**Motion** was made by Commissioner Anderson, seconded by Vice-Mayor Childress to consider resolution for public comment on 1<sup>st</sup> reading Resolution 2010-06. On voice vote motion carried 5/0.

## 11. OLD BUSINESS

### A. Report on ARRA Grant –

Inter-local Agreement with Miami-Dade County- Manager report of recommended changes attached.

Recommend attorney to revise agreement to reflect scope changes as provided by Manager Explanations.

Manager Garcia discussed with Miami Dade County the option of making changes/adding to transit points. Clerk provided map to all commissioners along with the recommendations from the manager. Report and Map attached.

1. Take 114<sup>th</sup> out of NOMI route since such a narrow road.
2. Enhance stops to go with transit points.
3. Recommends creating a total of six stops for better resident utilization.

**Motion** was made by Commissioner Cooper to sign the inter-local agreement at this meeting, and then discuss the details of how to use the funds at another meeting, or budget workshop.

Manager Garcia requested further direction on how the commission would like to proceed with the grant. The options include: Continue with pathway; Go with transit points only; work on a little of both?

**Motion** was made by Commissioner Anderson, seconded by Vice-Mayor Childress to accept Ms. Garcia's recommendation based on the map provided and recommendations provided at this meeting to amend the agreement to include these recommendations, and to take out the pathway.

Commissioner Bernard reminded the Commission that Commissioner Cooper had already provided a motion, to which he provided a second.

A Vote was held on Commissioner Cooper's motion to sign the inter-local agreement at this meeting, and then discuss the details of how to use at another meeting, or budget workshop. The motion did not pass on vote as follows:

Ayes: Commissioners Bernard and Cooper

Nays: Mayor Ross, Vice-Mayor Childress and Commissioner Anderson

Commissioner Anderson reiterated his motion. To accept Manager Garcia's recommendation based on the map provided and recommendations as provided at this meeting to amend the agreement to include these recommendations and to take out the pathway

**Motion:** Amend the current Inter-local to allow for amenities and follow the changes as proposed by the Manager taking out the pathways. The motion passed on vote as follows:

Ayes: Commissioner Anderson, Vice-Mayor Childress and Mayor Ross

Nays: Commissioners Bernard and Cooper

Further Direction was provided to the manager:

- Propose to CITT and NOMI for their confirmation.
- Then proceed with getting costs
- Focus more amenities at the recreation center and then move forward from there based on remaining budget allowance as determined by vendor pricing and final scope.

**B. Discussion of Candidates for Ecology Board-** moved to 14b1

**C. Discussion on Replacement of Code Board and Code Review Board Members-** moved to 14b1

**D. DISCUSSION ON NORTH MIAMI LAND USE – COMMISSIONER COOPER – ADDED AT THE MEETING**

Clerk passed out a handout of the N. Miami Future Land Use map which relates to items that Commission Cooper requested to discuss.

- Concerned about a loophole that he described and, he would like to get into discussions with North Miami to close this loophole.
- Attorney Hearn has spoken with Commissioner Cooper on his concerns. Best way to handle this matter is to put on agenda next month when Bell David will be at the meeting so that they can walk through where we are at. Between now and then Attorney Hearn is available to speak individually with each commissioner for further discussion.

## **12. NEW BUSINESS**

**A. Review and Approval of the 2010 Village Staff Holiday Schedule**

**1. Consideration of the addition of Presidents Day to the Holiday Schedule**

**Motion** was made by Vice-Mayor Childress, seconded by Commissioner Anderson to accept new schedule and approve the 2010 Village staff holiday schedule which includes the addition of President's Day on February 15<sup>th</sup>. On voice vote motion carried 5/0.

**E. Consideration and Discussion of Resolution 2010-05 – Deadlines for Agenda Submittal (Commissioner Anderson)**

**Motion** was made by Vice-Mayor Childress, seconded by Commissioner to approve resolution for deadline.

Anderson: amended it to state that items are presented a minimum of 48 hours prior to when the agenda is to be published. Therefore resolution is changed from 10 days prior to 8 days prior to the Commission meeting. Commissioner Childress seconded it as amended. Motion as amended carried 5/0.

**F. Discussion for Village of Biscayne Park to Enter into Agreement with Recyclebank as a new recycling provider (Commissioner Cooper)**

Commissioner Anderson advised we are currently in a 2-year agreement with Miami Shores. He further asked if the equipment they use disrupt the tree canopy and the way that residents utilize the recycling program.

Commission directs Manager to look into utilizing Recyclebank, including North Miami resident satisfaction with their service, including status of Miami Shores agreement, with a target date of

June to present back to the Commission.

### **13. GOOD AND WELFARE (PUBLIC)**

Dan Keys: North Miami Future Land Issues are critical and urge all commissioners to get up to speed with the current status and what is brought back next month is well informed and developed with clear, specific direction. Regarding recycling idea, ask North Miami how/if their garbage tonnage has decreased based on their new recycling program.

Anna Maria Jonquier: reminded the commission that not all residents have cable and details should be made available to the public through other options. She discussed the inter-local, stating she is happy with Commissioner Cooper's pathway proposal and understands that residents may not like it. However, no matter where you put a bus stop or pathway, someone will be unhappy but it is for the betterment of the entire community.

### **14. REPORTS**

#### **A. Committee Reports**

#### **B. Village Attorney Comments**

##### **1. Discussion and Review of Various Board Appointments and Terms**

Regarding all of the committees and boards and document showing the member status of each board, create an omnibus ordinance to cover all aspects of boards. Number of members, selection, length of term, and as it relates to the term of the Commissioners.

- a. What is the selection process? Each Commissioner to proffer an individual and that individual is a resident.
- b. Length of term for each member. Suggest that in February each year, the term of each member is brought up for review.
- c. Keep the same ordinance in regards to attendance.
- d. Ad Hoc Committees (temporary committees). An ordinance is not necessary. Can be done by resolution.
  - i. Comments from Commissioner Anderson: how are alternates covered or selected. Per Attorney Hearn, this is covered by ordinance, and can be voted on by the Commission, and the same length of term would apply where alternates would be up for review in February.
  - ii. For Planning and Zoning, maintain the same process where members are nominated and then voted on by the Commission. Mayor Ross stated the same would apply to Code Review since they have spent so much time as a group on their task.
  - iii. Commissioner Anderson stated regarding term limits, it could limit the selection of members since we are such a small village and difficult to get residents to volunteer.

The essential boards like P&Z and Code Enforcement have all their members and are operational.

Attorney Hearn was directed to continue with creating the omnibus ordinance and the review and discussion of all the boards and filling open positions to be moved to February meeting.

Regarding the Biscayne Park Foundation, discussion involved the possibility of adding new residents. Attorney Hearn advised that changes are necessary to the bi-laws. Mayor Ross suggested that a meeting be held of the current BP Foundation group. Commissioner Anderson advised that prior Foundation meetings are held prior to commission meeting.

Tentatively schedule BP Foundation meeting at 6:30 p.m. prior to the Regular Commission meeting.

Mayor Ross asked that all commissioners come ready to the next meeting with nominations to fill open positions on all boards, including the new Ecology board.

## **2. Discussion of Code Enforcement Fines – tabled until the February 2, 2010 Regular Commission meeting**

### **C. Village Manager Comment**

#### **1. Meeting with Bell David to discuss**

- i. Status of Discussion with North Miami Regarding Land Use Plan**
- ii. 5 year CIP Plan**

Bell David to attend next meeting to discuss item 14C1.

#### **Urban Forestry Grant – Discussion on lift purchase**

- Urban Forestry Grant — Discussion on Lift purchase. The manager recommends not using the funds to purchase a lift and is interested in repurposing the use of those funds for other beneficial related opportunities.

#### **2. Discussion on Village Clerk and Finance Department Staffing Options**

- Proposal extended for a Village Clerk. Looking forward to announcing it soon to the Commission.
- The advertisement for the Finance Director position is on the web, career builder, and GFAO. Manager Garcia is working to put together a group of Finance specialists to assist her in making a decision on the selection of the director.

#### **3. Village Status Report**

- Public Works building. On schedule and satisfied with progress. There are expenditures associated with this project, i.e. the rental for the trailer, electrical hook up for the trailer. May not have been communicated previously. Manager Garcia advised that has put the village in the red as a result of these unaccounted expenditures. The Manager is watching the costs closely and will make sure this gets back in the right direction and comes in within budget.

- Manager Garcia and Public Works Director Pratt are meeting with Parks & Parkway to discuss various items including tree planting ideas, and then will communicate the direction back to the Commission.
- Commissioner Childress commented that the telephone conference setup this evening was very disruptive. Is there any protocol regarding this? Attorney Hearn responded that the Sunshine law provides that if Commissioner cannot attend, a two-way communication is provided for as long as there is a physical quorum in attendance. But there is no written policy regarding participation via phone. Commissioner Childress asks that Attorney Hearn review the code of conduct ordinance that some cities have, and bring back for next meeting for discussion. Mayor Ross stated that the Village audio system is in need of upgrade, and hopes there are funds in budget to improve it. She further stated she encourages maximum participation and that there should be accommodations that should allow for this form of communication. Manager Garcia confirmed that there would be no cost to the Village for telephone call.

#### **D. Comments**

##### **1. Commissioner Anderson**

- Thank you to Commissioner Heyman for contribution of bicycles for the children in Biscayne Park.

##### **2. Commissioner Bernard**

- In March 2010, Census info is going out. For every person that signs up and is a resident, The Village will receive \$3,000. It is Very important that everyone follows through and completes their form.
- E-mail protocols: E-mails are being sent from private e-mails. Commissioner Bernard has requested a formal procedure/protocol that follows Sunshine and that it is available to all residents.
- Is interested in finding a grant to obtain a computer for the recreation center.  
Manager commented that she would like to outsource future grant writings so that she can focus on managing the village as a whole rather than focusing on one task.
- Would like to see the establishment of either an oversight committee with budget or general oversight as their focus.

##### **3. Commissioner Cooper**

- Expressed concern over condensing of minutes, and would like to see an increase in transparency by considering the suggestion to burn DVD and provide to interested residents.
- Looks to the Mayor to provide future leadership regarding a master plan for safer roads.

##### **4. Vice-Mayor Childress**

- Would like to see the development of a strategic planning conference to establish goals and priorities for the year.

**5. Mayor Ross**

- Advised the community about the Census job fair being held on January 27<sup>th</sup> at the South Griffing Community Center.
- Is interested in the commission participating in pre-legislature meeting for the upcoming year, would like to be able to set up legislation and reach a consensus on projects to obtain funding for the Village.
- Crime Watch – Chuck Ross has volunteered to co chair and there will be a February meeting.
- Sponsor an ordinance to ensure legible house numbers are visible for the safety and rescue efforts.
- Sponsor a Senior Citizen check in program to assist Senior citizens in need.

**15. ANNOUNCEMENTS -All public meetings are held at the Ed Burke Recreation Center  
11400 NE 9<sup>th</sup> Court**

<b>Tuesday, January 12, 2010</b>	<b>Regular Commission Meeting, 7:00 p.m.</b>
<b>Monday, January 18, 2010</b>	<b>Village and Public Works closed for Martin Luther King, Jr. Holiday</b>
<b>Tuesday, January 19, 2010</b>	<b>Planning &amp; Zoning Board, 6:30 p.m. (Tentative)</b>
<b>Wednesday, January 20, 2010</b>	<b>Parks &amp; Parkways Committee, 6:00 p.m.</b>

**16. ADJOURNMENT**

There being no further business, the meeting adjourned at 11:24 p.m.

Commission approved \_\_\_\_\_  
Roxanna Ross, Mayor

Attest:

\_\_\_\_\_  
Attorney John J. Hearn

\_\_\_\_\_  
Village Clerk



# Village of Biscayne Park

640 NE 114<sup>th</sup> Street  
Biscayne Park, FL 33161  
(305) 899-8000

## Mayor and Commission

Roxanna Ross  
Mayor

Albert Childress  
Vice-Mayor

Commissioner  
Robert "Bob" Anderson

Commissioner  
Steve Bernard

Commissioner  
Bryan Cooper

Ana Garcia  
Village Manager

John J. Hearn  
Village Attorney

Maria Camara  
Village Clerk

## MINUTES

### **SPECIAL COMMISSION MEETING**

**Ed Burke Recreation Center – 11400 NE 9<sup>th</sup> Court  
Thursday, January 14, 2010, 8:00PM**

#### **1. Call to Order and Roll Call.**

Mayor Roxanna Ross called the meeting to order at 8:04PM. In addition to Mayor Ross, present were Vice Mayor Albert Childress, Commissioner Bob Anderson, Commissioner Steve Bernard, and Commissioner Bryan Cooper (via teleconference). Present from staff were Ana Garcia, Village Manager, Maria Camara, Village Clerk, Police Chief Mitch Glansberg, and Code Enforcement Officer Sira Ramos.

#### **2. Mayor Comments**

Mayor Ross provided a brief overview of the earthquake that occurred, and advised that she and Manager Garcia attended the North Miami emergency meeting regarding the situation in Haiti on Wednesday, January 13<sup>th</sup>. At that time, Mayor Ross pledged to the North Miami Council the support of the Village and to provide a monetary contribution to the North Miami Haiti Relief Fund. Mayor Ross called for this special meeting of the Commission to get their endorsement and support and to decide on the level of the Village's contribution, as well as discuss other actions that might be accomplished with resident participation, to come to the aid of those impacted by this tragedy. Some of those impacted are our own residents as well as staff. Mayor Ross is aware of the Village's financial constraints, but will look to the Village Manager to review and recommend an amount. Mayor Ross pointed out that the Manager has uncovered efficiencies resulting in savings which a portion can be used to the benefit of this endeavor.

On a personal note, Mayor Ross will pledge 25% of the Mayor's annual net salary to contribute to this pool and encourages her fellow commissioners to do the same and lead by example.

Mayor Ross opened the meeting for comments from the Commissioners.

#### **3. Commissioner Comments**

Vice Mayor Childress encourages our donations to go through the efforts of the American Red Cross, and commends the Mayor for her personal contribution and concurs with it. Looks for the Village Manager to tell us how much the Village will be able to donate.

Commissioner Bernard suggested using either the account set up by North Miami, or through the account set up by the League of Cities because of our relationships with both of them. Also look towards using the Biscayne Park Foundation where residents can donate and use that as a vehicle to put towards the donation. Also suggested having a blood drive by setting up a blood mobile.

Commissioner Anderson wants to make sure that the account we donate to is one whose funds go directly to the people in Haiti.

Commissioner Cooper commends the Mayor for her swift action and for calling this meeting. Also applauds her personal contribution and will do the same. Also encourages the use of the Biscayne Park Foundation which is a good way to spread the word about the foundation and that it is a vehicle to do other similar fund raising.

#### **4. Village Manager Comments**

Village Manager advised we have four employees that have family members in Haiti and they have unfortunately not been able to contact them as of yet and we extend to them our support. The Manager supports the blood drive and would like to incorporate it with another event that is being planned in February at the park. Reviewing the budget, we are not where we want to be with the amount we have in reserves. The Manager is recommending a donation of \$2,500. Beyond that, we can do so through fund raising efforts.

#### **5. Public Comments**

Chester Morris (734 NE 119<sup>th</sup> St.): We must be very careful that we select the right organization to donate to, and that we don't donate to somewhere that has high administrative costs. Recommends the American Red Cross or Salvation Army. These groups are used to dealing with disasters and they know how to get the donation to the people that need it the most.

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Manager Garcia asked to allow Code Enforcement Officer to advise the Commission of a request made by the Church of The Resurrection. Ms. Ramos advised that the Church requested that they be able to place a 6' x 4' sign on their lawn to advise the community that they are accepting donations. A letter was sent to the Church advising them that the sign would be allowed for a period of 30 days. If an extension is needed, they would have to contact us again for consideration.

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Fred Jonas (918 NE 119<sup>th</sup> Street): Feels that the recommended amount of \$2,500 is very small: Suggested we consider making a larger donation, and then setting up a method of where we would pay ourselves back, along with resident contributions and fund raising. Agrees that the Red Cross would be the best vehicle to use for the donation, but also agrees with Commissioner Bernard's comments to work with the City of North Miami. This would be a good opportunity to offer a long overdue goodwill gesture to North Miami of building our relationship with them. So make a donation to the Red Cross, but also make sure that North Miami's name is associated with it.

John Ise (11389 NE 8th Avenue): Lived and worked at a Hospital in Haiti for 2-3 years about 10 years ago. That hospital was destroyed in the earthquake. Supports a donation now, but also encourages an enduring show of support by establishing a relationship with an organization in Haiti such as a hospital or orphanage. Those that survived this earthquake will get through and start to build, but it's in the long haul that they will need the most help with.

Barbara Watts (720 NE 118<sup>th</sup> Street): Recommended getting residents involved in an organization such as Habitat for Humanity to lend help in the future months in Haiti. Perhaps in the future a contingency of residents could go to Haiti once a year to lend their support and provide help. Also suggested we explain on our website that North Miami's drop off point for donations at the old Sr. High School is at the intersection of 9<sup>th</sup> avenue and 137<sup>th</sup> street.

**6. Conclusion**

Mayor Ross stated we go forward with the Manager's recommendation of \$2,500, and then continue with fund raising events.

Vice Mayor Childress made a motion to approve resolution 2010-7 and the amount of \$2,500 that was earmarked by the Village Manager. In addition we should utilize the American Red Cross for the donation and that it is sent in the name of the North Miami Haiti Relief Fund.

Seconded by Commissioner Anderson.

The resolution was read by the Village Clerk:

**RESOLUTION NO. 2010-7**

RESOLUTION DIRECTING THE VILLAGE MANAGER TO DEVELOP A MECHANISM FOR THE VILLAGE OF BISCAYNE PARK TO PROVIDE HUMANITARIAN AID TO THE COUNTRY OF HAITI THAT HAS BEEN DEVASTATED BY AN EARTHQUAKE; ENCOURAGING ALL VILLAGE EMPLOYEES, ELECTED OFFICIALS AND RESIDENTS OF THE VILLAGE OF BISCAYNE PARK TO PARTICIPATE IN THE HUMANITARIAN RELIEF EFFORTS; AND DIRECTING THE MANAGER TO PARTNER WITH OTHER AGENCIES IN CARRYING OUT THESE HUMANITARIAN EFFORTS.

Roll call taken for the vote:

Mayor Ross – yes  
Vice Mayor Childress – yes  
Commissioner Anderson – yes  
Commissioner Bernard – yes  
Commissioner Cooper – yes

Motion carries.

Vice Mayor Childress makes a motion to adjourn. Seconded by Commissioner Anderson.  
All in favor.

Meeting adjourned at 8:59PM

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**Commission approved** \_\_\_\_\_  
**Roxanna Ross, Mayor**

**Attest:**

\_\_\_\_\_  
**Attorney John J. Hearn**

\_\_\_\_\_  
**Maria C. Camara, Village Clerk**



# Village of Biscayne Park

640 NE 114<sup>th</sup> Street  
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Tel: 305 899 8000

## Mayor and Commission

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Village Attorney

Maria Camara  
Village Clerk

## MEMORANDUM

To: Ana M. Garcia, Village Manager

From: Marilu Manso, Finance Clerk

Subject: First Quarter Financials October 1, 2009 - December 31, 2009.

Date: January 28, 2010

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### Background:

Upon the revision of Fiscal Year 2009-2010 of First Quarter financials, we are pleased to report we are \$766.6k of Revenues over Expenditures. With a 55% of realized revenues on General fund we have managed to close the quarter with an overall expenditure of 22.7%.

### Revenue Highlights:

- We have received 77.55% of Ad Valorem Taxes as expected. The majority of these funds are anticipated on the first and second quarters of the fiscal year.
- Franchise Fees, Utility Service Taxes, Communications Service Tax and Intergovernmental revenues are being received as scheduled at a 26.46%, 27.66%, 23.04% and 23.67%, respectively.
- Licenses and Permits revenues are -7.32% below anticipated revenues due to low activities in the Permit Administrative, Landlord and Home Occupational fees, for the quarter. By instituting an invoice mailing procedure we can improve revenue opportunities.
- Service Revenues are 21.48% above budget due to increased activities for Certification, Copies and Lien Searches; in addition to increased sales on Concession Sales and Other Parks and Recreation Fees. The promotions of recreational programs and improved concession products have been very beneficial.
- Miscellaneous Newsletter Ads reached an all time high at 270% due to aggressive sales and improved product.

### Expense Highlights:

- Village Commission expenditure for Printing and Binding went 12.5% over budget due to business cards for the newly elected officials. In addition to an 8.43% over estimated expense for Special Events utilized in the first quarter for the groundbreaking and entry sign and pavilion ribbon cutting ceremonies.
- Executive Administration regular salaries were under budget as the Village Clerk services were contracted for the quarter. Legal advertising expense was 93.14% utilized as it was intended for the December elections, for the same reason Office Supplies for the first quarter were 16.5% over budget.
- Consulting Services expense for the Finance Department were 8.3% over budget due to the need for those services for the year end closing and external both processed in the first quarter.
- Under General Government, Communications for Newsletter expense was 25% over budget. This was the additional cost for product enhancement of the Newsletter which was offset by increased revenues.
- Police Department was 41.25% over budget on Overtime due to the demand on manpower and being 2 officers short. Court Time was also 10.78% over budget due to mandatory subpoenas of our Police officers. Contract services and Printing and Binding were also over budget on Police due to the additional costs involved on an unpredicted Internal Affairs investigation. Rental and Leases for the quarter resulted at 33.2% over budget due to pager reimbursement per PBA contract agreement that was processed at the beginning of the fiscal year. Contractual Services expense was completely depleted on the first quarter due to cost of hiring new reserve officers to compensate for the shortness of manpower on the department.
- Structural Engineering was 12.5% over budget on the Building Department due to increased costs for the revision of plans on the new house being built on Griffing Blvd.
- Payroll expense for Other Salaries and Wages was 17.7% over budget for Public Works employees on General fund, 26.3% on Road and 24.15% on Sanitation due to Merit Bonus. This is a one time disbursement due at the beginning of the fiscal year per PTA contract. Most of the budget for the Repairs and Maintenance of vehicles was depleted due to a necessary truck repair.
- Recreation Department was over 69.13% over budget due to the special purchase of a very much needed bulletin board. In addition to a 32.07% over budget on Special Events for safety lighting needed for the Halloween event.

### Budgetary Impact:

Our goal in Finance is to continue to provide the financial tools for Management to seek and enhance opportunities to generate revenues as well as a proactive and creative initiative to reduce cost. We have embraced the Manager's philosophy to work with all departments, think outside the box to be conservative with expenses, and aggressive in seeking revenue opportunities.

VILLAGE OF BISCAYNE PARK  
 BUDGET VS ACTUAL  
 AS OF 12/31/2009



GENERAL FUND REVENUES:	FISCAL 2009-2010 YEAR TO DATE DECEMBER 2009	ADOPTED BUDGET FY 2009-2010	VARIANCE	% ACTUAL/ BUDGET
<b>BY CATEGORIES:</b>				
AD VALOREM TAXES	1,104,423.88	1,424,144	319,720.12	77.55%
FRANCHISE FEES	33,070.30	125,000	91,929.70	26.46%
UTILITY SERVICE TAXES	34,717.64	125,500	90,782.36	27.66%
COMMUNICATION SERVICE TAXES	34,400.43	149,322	114,921.57	23.04%
LICENSES & PERMITS	22,697.41	128,400	105,702.59	17.68%
INTERGOVERNMENTAL REVENUE	57,409.87	242,591	185,181.13	23.67%
SERVICE REVENUES	9,761.55	21,000	11,238.45	46.48%
FINES & FORFEITURES	6,022.56	70,000	63,977.44	8.60%
MISCELLANEOUS REVENUES	2,893.26	87,059	84,165.74	3.32%
<b>TOTAL REVENUES</b>	<b>1,305,396.90</b>	<b>2,373,016</b>	<b>1,067,619.10</b>	<b>55.01%</b>
<b>EXPENSES BY DEPARTMENT:</b>				
VILLAGE COMMISSION	4,773.06	19,963	15,189.94	23.91%
EXECUTIVE/ADMINISTRATION	48,801.32	205,059	156,257.68	23.80%
FINANCE	32,913.05	130,105	97,191.95	25.30%
GENERAL GOVERNMENT	40,957.27	325,109	284,151.73	12.60%
POLICE	291,918.28	1,155,472	863,553.72	25.26%
BUILDING DEPARTMENT	27,461.71	118,077	90,615.29	23.26%
CODE ENFORCEMENT	15,461.04	63,545	48,083.96	24.33%
PUBLIC WORKS	48,694.62	249,272	200,577.38	19.53%
RECREATION	27,757.36	106,414	78,656.64	26.08%
<b>TOTAL GENERAL FUND EXPENSES</b>	<b>538,737.71</b>	<b>2,373,016</b>	<b>1,834,278.29</b>	<b>22.70%</b>
<b>TOTAL REVENUES</b>	<b>1,305,396.90</b>	<b>2,373,016</b>	<b>1,067,619.10</b>	<b>55.01%</b>
<b>NET REVENUES (EXPENDITURES)</b>	<b>766,659.19</b>		<b>-766,659.19</b>	
<b>ROAD FUND</b>				
TOTAL REVENUE	26,620.71	142,406	115,785.29	18.69%
TOTAL DEPARTMENT EXPENSE	32,843.41	171,787	138,943.59	19.12%
<b>NET REVENUES (EXPENDITURES)</b>	<b>(6,222.70)</b>		<b>(23,158.30)</b>	
<b>SANITATION FUND</b>				
TOTAL REVENUE	548,336.63	738,190	189,853.37	74.92%
TOTAL DEPARTMENT EXPENSE	148,956.27	738,190	589,233.73	20.18%
<b>NET REVENUES (EXPENDITURES)</b>	<b>399,380.36</b>	<b>0.00</b>	<b>-399,380.36</b>	

VILLAGE OF JAYNE PARK  
BUDGET VS ACTUAL AS OF 12/31/2009

FUND OBJECT:	GENERAL FUND REVENUES	FY 2009-2010		FY 2009-2010 ADOPTED BUDGET	VARIANCE	8%
		YEAR TO DATE 12/31/09				
311.10.00	Real & Personal Property	1,104,423.88	1,424,144	1,424,144	319,720	77.55%
	<b>Total Ad Valorem Taxes:</b>	<b>1,104,423.88</b>	<b>1,424,144</b>	<b>1,424,144</b>	<b>319,720</b>	<b>77.55%</b>
313.10.00	Electric	33,070.30	125,000	125,000	91,930	26.46%
313.40.00	Gas/Propane					
	<b>Total Franchise Fees:</b>	<b>33,070.30</b>	<b>125,000</b>	<b>125,000</b>	<b>91,930</b>	<b>26.46%</b>
314.10.00	Electric	31,932.17	120,000	120,000	88,068	26.61%
314.40.00	Gas/Propane	2,785.47	5,500	5,500	2,715	50.64%
	<b>Total Utility Service Taxes:</b>	<b>34,717.64</b>	<b>125,500</b>	<b>125,500</b>	<b>90,782</b>	<b>27.66%</b>
315.10.01	Communications Service Tax	34,400.43	149,322	149,322	114,922	23.04%
	<b>Total Communications Service Tax:</b>	<b>34,400.43</b>	<b>149,322</b>	<b>149,322</b>	<b>114,922</b>	<b>23.04%</b>
322.10.00	Building Permits	12,754.80	68,600	68,600	55,845	18.59%
322.20.00	Electrical Permits	2,100.00	8,600	8,600	6,500	24.42%
322.30.00	Plumbing Permits	2,079.20	14,300	14,300	12,221	14.54%
322.40.00	Air Conditioning/Mechanical Permits	1,460.00	5,700	5,700	4,240	25.61%
322.60.00	Paint Permits	262.40	2,500	2,500	2,238	10.50%
322.70.00	Garage Sale	340.00	1,000	1,000	660	34.00%
322.80.00	Plan Review	330.00	1,000	1,000	670	33.00%
332.99.00	Permit Administrative Fee	1,266.01	20,000	20,000	18,734	6.33%
322.90.01	Variance Application Fee	150.00	250	250	100	60.00%
322.90.10	Variance Advertisement	0.00	1,000	1,000	1,000	0.00%
322.90.20	Variance Mailing Fees	0.00	100	100	100	0.00%
323.10.00	Re-Occupancy	1,175.00	2,100	2,100	925	55.95%
323.11.00	Contractor Registration	630.00	1,000	1,000	370	63.00%
323.12.00	Landlord Permit Fees	100.00	1,500	1,500	1,400	6.67%
323.13.00	Home Occupational Fees	50.00	750	750	700	6.67%
	<b>Total (Village) Licenses &amp; Permits:</b>	<b>22,697.41</b>	<b>128,400</b>	<b>128,400</b>	<b>105,703</b>	<b>17.68%</b>

VILLAGE OF DAYNE PARK  
 BUDGET VS ACTUAL AS OF 12/31/2009

334.21.00	Federal Grants - Crime Prevention								
334.22.00	Grants - Other								
335.12.00	State Revenue Sharing	14,378.31	58,819	44,441				24.45%	
335.18.00	Local Govt. 1/2 Cent. Sales Tax	41,433.76	180,772	139,338				22.92%	
338.30.00	Occupational Licenses - County	1,597.80	3,000	1,402				53.26%	
	<b>Total Intergovernmental Revenue:</b>	<b>57,409.87</b>	<b>242,591</b>	<b>185,181</b>				<b>23.67%</b>	
341.10.00	Recording Fees								
341.90.00	Sale of Maps & Publications								
341.20.00	Certification, Copies & Lien Search	1,642.05	3,500	1,858				46.92%	
342.90.00	Public Safety Charges & Fees	0.00		0					
347.20.01	Recreation Program Fees	1,641.00	5,000	3,359				32.82%	
347.20.02	Recreation - Concession Sales	2,143.00	5,000	2,857				42.86%	
347.20.03	Other Parks & Rec. Fees (Special)	4,335.50	7,500	3,165				57.81%	
	<b>Total Service Revenue:</b>	<b>9,761.55</b>	<b>21,000</b>	<b>11,238</b>				<b>46.48%</b>	
351.01.00	Judgments/ Citations - Court imposed	3,897.56	45,000	41,102				8.66%	more leniency regarding actual payout
354.00.01	Violations - Local Ordinance	2,125.00	25,000	22,875				8.50%	
359.00.00	LETTF								
	<b>Total Fines &amp; Forfeitures:</b>	<b>6,022.56</b>	<b>70,000</b>	<b>63,977</b>				<b>8.60%</b>	
361.00.00	Interest	1,190.14	5,000	3,810				23.80%	
369.01.00	Miscellaneous Other	353.12	5,000	4,647				7.06%	
369.01.02	Insurance Proceeds	0.00	2,500	2,500				0.00%	
369.02.00	Misc Newsletter Ads	1,350.00	500	-850				270.00%	
369.04.00	Miscellaneous-Donation Rec Ctr	0.00	250	250				0.00%	
369.00.00	Administration Fee-Sanitation	0.00	50,000	50,000				0.00%	
380.00.00	Fund Balance / Carryover	0.00	23,809	23,809				0.00%	
380.01.00	Proceeds from Capital Lease	0.00							
	<b>Total Miscellaneous Revenue</b>	<b>2,893.26</b>	<b>87,059</b>	<b>84,166</b>				<b>3.32%</b>	
	<b>TOTAL REVENUE/BUDGET:</b>	<b>1,305,396.90</b>	<b>2,373,016</b>	<b>1,067,619</b>				<b>55.01%</b>	



VILLAGE OF JAYNE PARK  
 BUDGET VS ACTUAL AS OF 12/31/2009

DEPARTMENT:	EXECUTIVE/ADMINISTRATION					
512.12.01	Regular Salaries	21,431.95	132,010	110,578	16.24%	Village Clerk Sal Qtr1 to Servent Trent, see b
512.13.01	Other Salaries & Wages	0.00	-			
512.14.01	Overtime	0.00	-			
512.21.01	FICA Taxes	1,403.17	8,185	6,782	17.14%	
512.21.02	Medicare	328.17	1,914	1,586	17.15%	
512.22.01	Retirement	2,842.62	15,834	12,991	17.95%	
512.23.01	Life, Health & Dental Insurance	125.04	5,052	4,927	2.48%	
512.24.01	Workers Compensation	106.00	634	528	16.72%	
512.25.01	Unemployment Compensation					
	<b>TOTAL PERSONAL SERVICES:</b>	<b>26,236.95</b>	<b>163,629</b>	<b>137,392</b>	<b>16.03%</b>	
512-34-01	Contractual Services	7,740.00	-	-7,740	0.00%	
512.40.01	Travel, Conferences & Meetings	0.00	2,000	2,000	0.00%	
512.40.02	Travel/Auto Allowance	1,200.00	4,800	3,600	25.00%	
512.45.02	Liability Insurance	830.00	2,930	2,100	28.33%	
512.46.02	R&M - Equipment		500	500	0.00%	
512.47.01	Printing & Binding		200	200	0.00%	
512.49.02	Legal Advertising	9,780.00	10,500	720	93.14%	Election advertising
512.49.04	Ordinance Codification		2,000	2,000	0.00%	
512.49.06	Election	1,058.83	15,100	14,041	7.01%	
512.51.01	Office Supplies	373.54	900	526	41.50%	Election
512.52.12	Special Departmental Supplies	90.00	500	410	18.00%	
512.54.01	Dues, Subscriptions & Memberships	924.00	1,800	876	51.33%	Dues at beginning of the year
512.54.02	Education & Training	0.00	200	200	0.00%	
512-64.02	Machine & Equipment	568.00	-	-568	0.00%	New PC for Manager
	<b>TOTAL MATERIALS, SUPPLIES, SERVICES:</b>	<b>22,564.37</b>	<b>41,430</b>	<b>18,866</b>	<b>54.46%</b>	
	<b>TOTAL DEPARTMENT EXPENSES/BUDGET:</b>	<b>48,801.32</b>	<b>205,059</b>	<b>156,258</b>	<b>23.80%</b>	

VILLAGE OF DAYNE PARK  
 BUDGET VS ACTUAL AS OF 12/31/2009

DEPARTMENT:	FINANCE				
513.12.01	Regular Salaries		25,500	25,500	0.00%
513.14.01	Overtime				
513.21.01	FICA Taxes		85,800	57,459	33.03%
513.21.02	Medicare			13,661	24.94%
513.22.01	Retirement			150	0.00%
513.23.01	Life, Health & Dental Insurance				
513.24.01	Workers Compensation				
513.25.01	Unemployment Compensation				
	<b>TOTAL PERSONAL SERVICES:</b>	<b>0.00</b>		<b>0</b>	
513.32.01	Accounting & Audit Services		25,500	25,500	0.00%
513.34.01	Consulting Services	28,341.25		57,459	33.03%
513.34.02	Contract Services-HTE	4,539.00	18,200	13,661	24.94%
513.40.01	Travel, Conferences & Meetings		150	150	0.00%
513.46.02	R&M - Equipment				
513.51.01	Office Supplies	32.80	350	317	9.37%
513.54.01	Dues, Subscriptions & Memberships	0.00	105	105	0.00%
513.54.02	Education & Training	0.00			
	<b>TOTALS, SUPPLIES, SERVICES:</b>		<b>130,105</b>	<b>97,192</b>	<b>25.30%</b>
	<b>TOTAL OPERATING EXPENSES/BUDGET:</b>		<b>130,105</b>	<b>97,192</b>	<b>25.30%</b>
					<b>Year end closing &amp; audit</b>

VILLAGE OF JAYNE PARK  
BUDGET VS ACTUAL AS OF 12/31/2009

DEPARTMENT:	GENERAL GOVERNMENT						
519.12.01	Regular Salaries	4,881.54	18,935	14,053	25.78%		
519.14.01	Overtime						
519.21.01	FICA Taxes	305.31	1,174	869	26.01%		
519.21.02	Medicare	71.40	275	204	25.96%		
519.22.01	Retirement	485.05	1,865	1,380	26.01%		
519.23.01	Life, Health & Dental Insurance	1,490.88	4,724	3,233	31.56%		
519.24.01	Workers' Compensation	16.00	91	75	17.58%		
519.25.01	Unemployment Compensation	0.00		0			
519.26.01	Liability Insurance	0.00		0			
	<b>TOTAL PERSONAL SERVICES:</b>	<b>7,250.18</b>	<b>27,064</b>	<b>19,814</b>	<b>26.79%</b>		
519.31.01	Attorney Legal Fees	11,186.00	60,000	48,814	18.64%		
519.31.02	Legal - Other		31,775	31,775	0.00%		
519.31.03	Other Professional Services	943.75	38,500	37,556	2.45%		
519.31.04	Contract Services		500	500	0.00%		
519.41.01	Telephone	3,600.47	12,500	8,900	28.80%		
519.42.01	Postage, Freight & Express Charges	585.20	2,500	1,915	23.41%		
519.43.01	Electric Utility Service	5,211.18	30,000	24,789	17.37%		
519.43.02	Water Utility Services	22.57	1,000	977	2.26%		
519.44.02	Equipment Rental & Lease	3,205.09	10,750	7,545	29.81%		
519.45.01	Insurance	4,197.00	31,600	27,403	19.28%		
519.45.02	Liability Insurance	114.00	420	306	27.14%		
519.46.02	Repair & Maintenance - Equipment	2,327.50	10,500	8,173	22.17%		
519.47.01	Printing & Binding	0.00	1,500	1,500	0.00%		
519.48.01	Communications - Newsletter/ Website	1,000.00	2,000	1,000	50.00%		Additional expense offset by Misc. Revenue
519.48.02	Legislative Representative						
519.49.01	Miscellaneous - FDMS Fees	653.24	3,000	2,347	21.77%		
519.51.01	Office Supplies - General	163.29	5,000	4,837	3.27%		
519.52.01	Operating Supplies	372.80	3,000	2,627	12.43%		
519.54.01	Dues, Subscriptions & Memberships	125.00	1,000	875	12.50%		
519.59.01	Contingency			0			
	<b>TOTALS, SUPPLIES, SERVICES:</b>	<b>33,707.09</b>	<b>245,545</b>	<b>211,838</b>	<b>13.73%</b>		
	<b>TOTAL OPERATING EXPENSES/BUDGET:</b>	<b>40,957.27</b>	<b>272,609</b>	<b>231,652</b>	<b>15.02%</b>		
519.64.03	Capital Outlay	0.00	50,000	50,000	0.00%		
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0.00</b>	<b>50,000</b>	<b>50,000</b>	<b>0.00%</b>		
519.62.01	Aids to Private Organizations		2,500	2,500	0.00%		
	<b>GRANTS &amp; AIDS:</b>	<b>0.00</b>	<b>2,500</b>	<b>2,500</b>	<b>0.00%</b>		
	<b>TOTAL DEPARTMENT EXPENSES/BUDGET:</b>	<b>40,957.27</b>	<b>325,109</b>	<b>284,152</b>	<b>12.60%</b>		

VILLAGE OF JAYNE PARK  
BUDGET VS ACTUAL AS OF 12/31/2009

DEPARTMENT:	POLICE								
521.12.01	Regular Salaries	152,765.31	601,529	448,764	25.40%				
521.13.01	Other Salaries & Wages	0.00	10,000	10,000	0.00%				
521.14.01	Overtime	19,873.56	30,000	10,126	66.25%				demand on manpower, 2 officers short
521.15.01	Special Pay - Officer Incentive	2,495.00	8,000	5,505	31.19%				
521.16.01	Court Time	2,146.57	6,000	3,853	35.78%				mandatory subpoena, unpredictable
521.17.01	Holiday Pay	-	-	0					
521.19.01	Banked Sick Leave	-	-	0					
521.21.01	FICA Taxes	10,835.66	40,643	29,807	26.66%				
521.21.02	Medicare	2,534.23	9,505	6,971	26.66%				
521.22.01	Retirement	32,923.48	134,253	101,330	24.52%				
521.23.01	Life, Health & Dental Insurance	13,496.64	56,691	43,194	23.81%				
521.24.01	Workers' Compensation	13,280.00	79,365	66,085	16.73%				
521.25.01	Unemployment Compensation	0.00	8,000	8,000	0.00%				
<b>ALL PERSONAL SERVICES:</b>		<b>250,350.45</b>	<b>983,986</b>	<b>733,636</b>	<b>25.44%</b>				
521.31.04	Contract Services - Other	1,096.43	1,000	-96	109.64%				Hiring of new reserve officers
521.34.01	Contract Services	1,697.75	1,000	-698	169.78%				support for Internal Affairs investigation, unpr
521.40.01	Travel, Conferences & Meetings	258.00	1,300	1,042	19.85%				
521.41.01	Telephone & Cellular Air Time	469.11	5,500	5,031	8.53%				
521.44.01	Rental & Lease - Beepers	870.35	1,500	630	58.02%				Paid out on Qtr 1 for entire year
521.45.01	Insurance - Auto	1,971.00	7,192	5,221	27.41%				
521.45.02	Insurance - Liability	7,577.00	27,926	20,349	27.13%				
521.46.01	R&M - Vehicles	2,502.99	10,000	7,497	25.03%				
521.46.02	R&M - Equipment	527.59	4,000	3,472	13.19%				
521.46.03	R&M - Radio	0.00	3,400	3,400	0.00%				
521.47.01	Printing & Binding	312.07	700	388	44.58%				Transcription for Internal Affairs investigation
521.51.01	Office Supplies	540.73	3,500	2,959	15.45%				
521.52.02	Gas & Oil	6,908.94	40,000	33,091	17.27%				
521.52.03	Tires & Tire Repair	0.00	3,500	3,500	0.00%				
521.52.04	Uniforms	916.06	4,300	3,384	21.30%				
521.52.05	Vests - Body Armor	0.00	1,200	1,200	0.00%				
521.52.06	Dry Cleaning - Uniforms	281.99	1,800	1,518	15.67%				
521.52.07	Ammunition	622.46	2,500	1,878	24.90%				
521.52.08	Photography	0.00	200	200	0.00%				
521.52.12	Special Department Supplies	530.52	4,000	3,469	13.26%				
521.54.01	Dues, Subscriptions & Memberships	125.05	2,000	1,875	6.25%				
521.54.02	Education & Training	0.00	3,000	3,000	0.00%				
<b>TOTAL MATERIALS, SUPPLIES, SERVICES:</b>		<b>27,208.04</b>	<b>129,518</b>	<b>102,310</b>	<b>21.01%</b>				
<b>TOTAL OPERATING EXPENSES/BUDGET:</b>		<b>277,558.49</b>	<b>1,113,504</b>	<b>835,946</b>	<b>24.93%</b>				
521.64.01	Vehicles-Debt Service	14,359.79	41,968	27,608	34.22%				
521.64.02	Machinery & Equipment - 800 Mhz								
<b>TOTAL CAPITAL OUTLAY</b>		<b>14,359.79</b>	<b>41,968</b>	<b>27,608</b>	<b>34.22%</b>				
<b>TOTAL DEPARTMENT EXPENSES/BUDGET:</b>		<b>291,918.28</b>	<b>1,155,472</b>	<b>863,554</b>	<b>25.26%</b>				



VILLAGE OF JAYNE PARK  
BUDGET VS ACTUAL AS OF 12/31/2009

DEPARTMENT:	CODE ENFORCEMENT							
529.12.01	Regular Salaries	9,860.52	42,552	32,691	23.17%			
529.13.01	Other Salaries & Wages	0.00	-	-245	0.00%			
529.14.01	Overtime	245.49	-	2,011	23.75%			
529.21.01	FICA Taxes	626.57	2,638	470	23.75%			
529.21.02	Medicare	146.53	617	3,196	23.75%			
529.22.01	Retirement	995.46	4,191	3,533	25.21%			
529.23.01	Life, Health & Dental Insurance	1,190.88	4,724	2,272	16.72%			
529.24.01	Workers' Compensation	456.00	2,728	0	0.00%			
529.25.01	Unemployment Compensation	0.00	-	0	0.00%			
	<b>TOTAL PERSONAL SERVICES:</b>	<b>13,521.45</b>	<b>57,450</b>	<b>43,929</b>	<b>23.54%</b>			
529.33.01	Court/Hearing Reporter	0.00	850	850	0.00%			
529.41.01	Telephone & Cellular Air Time	335.25	1,350	1,015	24.83%			
529.42.01	Postage	0.00	1,000	1,000	0.00%			
529.45-02	Liability Insurance	256.00	945	689	27.09%			
529.46.01	R&M Equipment	1,296.50	1,200	-99	108.21%			Charged on first Qtr
529.47.01	Printing	0.00	150	150	0.00%			
529.51.01	Office Supplies & Misc.	49.84	500	450	9.97%			
529.52.02	Gas & Oil	0.00	-	0	0.00%			
529.52.03	Tires & Tire Repair	0.00	-	0	0.00%			
529.52.04	Uniforms	0.00	-	0	0.00%			
529.54.01	Dues, Subscriptions & Memberships	0.00	-	0	0.00%			
529.54.02	Education & Training	0.00	100	100	0.00%			
	<b>TOTAL MATERIALS, SUPPLIES, SERVICES:</b>	<b>1,939.59</b>	<b>6,095</b>	<b>4,155</b>	<b>31.82%</b>			
529.64.02	Machinery & Equipment							
	<b>TOTAL DEPARTMENT EXPENSES / BUDGET:</b>	<b>15,461.04</b>	<b>63,545</b>	<b>48,084</b>	<b>24.33%</b>			

VILLAGE OF DAYNE PARK  
BUDGET VS ACTUAL AS OF 12/31/2009

DEPARTMENT: OBJECT/ACCOUNT NAME:							
534.12.01	Regular Salaries	23,424.29	114,909	91,485		20.39%	
534.13.01	Other Salaries & Wages	3,207.60	7,512	4,304		42.70%	Ment Bonus increase per PTA contract, one
534.14.01	Overtime	173.54	-	-174		0.00%	
534.19.01	Banked Sick Leave	0.00	-	-			
534.21.01	FICA Taxes	1,663.36	7,124	5,461		23.35%	
534.21.02	Medicare	377.08	1,666	1,289		22.63%	
534.22.01	Retirement	2,640.39	11,319	8,679		23.33%	
534.23.01	Life, Health & Dental Insurance	4,346.79	23,118	18,771		18.80%	
534.24.01	Workers' Compensation	2,119.00	12,663	10,544		16.73%	
534.25.01	Unemployment Compensation	0.00	-	0		0.00%	
	<b>TOTAL PERSONAL SERVICES:</b>	<b>37,952.05</b>	<b>178,311</b>	<b>140,359</b>		<b>21.28%</b>	
534.41.01	Telephone	350.69	1,470	1,119		23.86%	
534.41.02	Radios	0.00	1,260	1,260		0.00%	
534.43.01	Electric	260.48	1,050	790		24.81%	
534.43.02	Water	73.37	420	347		17.47%	
534.44.02	Equipment Rental	586.42	3,500	2,914		16.75%	
534.45.01	Insurance - Auto	162.00	592	430		27.36%	
534.45.02	Insurance - Liability	852.00	2,551	1,699		33.40%	
534.46.01	R&M Vehicles	0.00	1,000	1,000		0.00%	
534.46.02	R&M Equipment	1,009.02	5,000	3,991		20.18%	
534.46.03	R&M Buildings	1,589.98	15,000	13,410		10.60%	
534.46.05	R&M Field	0.00	15,000	15,000		0.00%	
534.49.05	Truck Washing	0.00	100	100		0.00%	
534.51.01	Office Supplies	148.89	1,500	1,351		9.93%	
534.52.01	Operating Supplies	2,307.24	7,500	5,193		30.76%	
534.52.02	Gas & Oil	668.25	2,600	1,932		25.70%	
534.52.03	Tires & Tire Repair	287.11	500	213		57.42%	
534.52.04	Uniform Rental	497.12	1,918	1,421		25.92%	
	<b>TOTAL MATERIALS, SUPPLIES, SERVICES:</b>	<b>8,792.57</b>	<b>60,961</b>	<b>52,168</b>		<b>14.42%</b>	
	<b>TOTAL OPERATING EXPENSES / BUDGET:</b>	<b>46,744.62</b>	<b>239,272</b>	<b>192,527</b>		<b>19.54%</b>	
534.62.01	Buildings			0			
534.63.02	Landscaping	1,950.00	10,000	8,050		19.50%	
534.64.02	Machinery & Equipment			0			
	<b>TOTAL CAPITAL OUTLAY:</b>	<b>1,950.00</b>	<b>10,000</b>	<b>8,050</b>		<b>19.50%</b>	
	<b>TOTAL NON-OPERATING BUDGET:</b>	<b>1,950.00</b>	<b>10,000</b>	<b>8,050</b>		<b>19.50%</b>	
	<b>TOTAL DEPARTMENT EXPENSES / BUDGET:</b>	<b>48,694.62</b>	<b>249,272</b>	<b>200,577</b>		<b>19.53%</b>	

VILLAGE OF JAYNE PARK  
BUDGET VS ACTUAL AS OF 12/31/2009

DEPARTMENT:	RECREATION						
572.12.01	Regular Salaries	8,496.32	24,886	16,390	34.14%		
572.13.01	Other Salaries/Wages	4,488.00	16,640	12,152	26.97%		
572.14.01	Overtime	446.54	6,999	6,552	6.38%		
572.21.01	FICA Taxes	832.71	3,009	2,176	27.67%		
572.21.02	Medicare	194.76	704	509	27.66%		
572.22.01	Retirement	788.86	3,141	2,352	25.11%		
572.23.01	Life, Health & Dental Insurance	1,190.88	4,724	3,533	25.21%		
572.24.01	Workers Compensation	474.00	2,834	2,360	16.73%		
572.25.01	Unemployment Compensation	0.00	4,125	4,125	0.00%		
	<b>TOTAL PERSONAL SERVICES:</b>	<b>16,912.07</b>	<b>67,062</b>	<b>50,150</b>	<b>25.22%</b>		
572.31.08	Professional Services	162.75	-	-163			
572.41.01	Telephone	214.07	3,500	3,286	6.12%		
572.43.01	Electric Utility Service	1,383.81	7,900	6,516	17.52%		
572.43.02	Water Utility Services	146.26	800	654	18.28%		
572.44.02	Equipment Rental & Lease	159.00	950	791	16.74%		
572.45.01	Insurance - Auto	732.00	2,670	1,938	27.42%		
572.45.02	Insurance - Liability	292.00	1,077	785	27.11%		
572.46.01	R&M Vehicles		600	600	0.00%		
572.46.02	R&M Equipment	75.00	700	625	10.71%		
572.47.01	Printing & Binding		-	0			
572.51.01	Office Supplies - General	470.65	500	29	94.13%		Special purchase, bulletin board
572.52.01	Operating Supplies	47.80	500	452	9.56%		
572.52.02	Gas & Oil	90.54	400	309	22.64%		
572.52.04	Uniforms	252.00	-	-252			
572.52.09	Concession - Resale	579.79	2,500	1,920	23.19%		
572.52.10	Games - Indoor		-	0			
572.52.11	Games - Outdoor		-	0			
572.54.01	Dues, Subscriptions & Memberships	0.00	125	125	0.00%		
572.55.01	Special Events	2,396.83	4,200	1,803	57.07%		Special safety lighting for Halloween event
	<b>TOTAL MATERIALS, SUPPLIES, SERVICES:</b>	<b>7,002.50</b>	<b>26,422</b>	<b>19,420</b>	<b>26.50%</b>		
	<b>TOTAL OPERATING EXPENSES / BUDGET:</b>	<b>23,914.57</b>	<b>93,484</b>	<b>69,569</b>	<b>25.58%</b>		
572.63.01	Improvements other than Buildings						
572.64.02	Machinery & Equipment						
572.74.01	Lease/Purchase	3,842.79	12,930	9,087	29.72%		
	<b>TOTAL CAPITAL OUTLAY</b>	<b>3,842.79</b>	<b>12,930</b>	<b>9,087</b>	<b>29.72%</b>		
	<b>TOTAL DEPARTMENT EXPENSES / BUDGET:</b>	<b>27,757.36</b>	<b>106,414</b>	<b>78,657</b>	<b>26.08%</b>		
	<b>TOTAL EXPENSES</b>	<b>538,737.71</b>	<b>2,373,016</b>	<b>1,834,278</b>	<b>22.70%</b>		
	<b>TOTAL REVENUE</b>	<b>1,305,396.90</b>	<b>2,373,016</b>	<b>1,067,619</b>	<b>55.01%</b>		
	<b>TOTAL REVENUES/TOTAL EXPENSES</b>	<b>766,659.19</b>	<b>-</b>	<b>-766,659</b>			

VILLAGE OF JAYNE PARK  
BUDGET VS ACTUAL AS OF 12/31/2009

FUND	ROAD FUND								
	<b>REVENUE:</b>								
312.40.10	Local Option Gas Tax -Capital Improvements	5,359.57	21,498	16,138				24.93%	
312.40.20	Local Option Gas Tax (6 Cents)	13,884.89	55,547	41,662				25.00%	
334.10.00	Forestry Grant	0.00	9,785	9,785				0.00%	
334.20.00	DOT Landscaping Grant	995.00	3,980	2,985				25.00%	
335.12.00	State Revenue Sharing	5,731.23	23,446	17,715				24.44%	
335.14.00	Fuel Tax Rebate	633.22	2,400	1,767				26.38%	
361.00.00	Interest	16.80	100	83				16.80%	
391.91.00	CIT Road Improvements	0.00	25,650	25,650				0.00%	
	<b>TOTAL REVENUES/BUDGET:</b>	<b>26,620.71</b>	<b>142,406</b>	<b>115,785</b>				<b>18.69%</b>	
534.12.01	Regular Salaries	16,785.39	76,025	59,240				22.08%	
534.13.01	Other Salaries/Wages	2,544.62	4,970	2,425				51.20%	Merit bonus increase in Oct 09
534.14.01	Overtime	270.39	2,000	1,730				13.52%	
534.19.01	Banked Sick Leave	0.00	-	0.00				0.00%	
534.21.01	FICA Taxes	1,214.29	4,838	3,624				25.10%	
534.21.02	Medicare	284.09	1,131	847				25.12%	
534.22.01	Retirement	1,930.66	7,685	5,754				25.12%	
534.23.01	Life, Health & Dental Insurance	2,977.62	14,311	11,333				20.81%	
534.24.01	Workers Compensation	1,439.00	8,598	7,159				16.74%	
534.25.01	Unemployment Compensation	0.00	-	0					
534.45.02	Insurance - Liability	470.00	1,732	1,262				27.14%	
534.31.08	Contract Services	0.00	1,000	1,000				0.00%	
534.41.01	Telephone	333.89	1,260	926				26.50%	
534.41.02	Radios	0.00	1,080	1,080				0.00%	
534.43-01	Electric	223.27	900	677				24.81%	
534.43-02	Water	62.69	360	297				17.41%	
534.44-02	Equipment Rental	0.00	1,500	1,500				0.00%	
534.45.01	Auto Insurance	390.00	1,424	1,034				27.39%	
534.46.01	R&M Vehicles	1,966.39	2,000	34				98.32%	Truck : Blade repair
534.46.02	R&M Equipment	0.00	1,200	1,200				0.00%	
534.52.01	Operating Supplies	852.91	2,453	1,600				34.77%	
534.52.02	Gas & Oil	769.31	3,900	3,131				19.73%	
534.52.04	Uniforms	328.89	1,350	1,021				24.36%	
534.53.01	Road Materials	0.00	2,500	2,500				0.00%	
534.63.01	Improvements other than Buildings	0.00	10,000	10,000				0.00%	
534.64.03	Capital Machinery & Equipment	0.00	19,570	19,570				0.00%	
	<b>TOTAL DEPARTMENT EXPENSES/BUDGET</b>	<b>32,843.41</b>	<b>171,787</b>	<b>138,944</b>				<b>19.12%</b>	
	<b>TOTAL EXPENSES</b>	<b>32,843.41</b>	<b>171,787</b>	<b>138,944</b>				<b>19.12%</b>	
	<b>TOTAL REVENUE</b>	<b>26,620.71</b>	<b>142,406</b>	<b>115,785</b>				<b>18.69%</b>	
	<b>TOTAL REVENUES/TOTAL EXPENSES</b>	<b>(6,222.70)</b>	<b>(29,381)</b>	<b>-23,158</b>					

VILLAGE OF JAYNE PARK  
BUDGET VS ACTUAL AS OF 12/31/2009

FUND	SANITATION FUND						
	<b>REVENUE:</b>						
343.40.01	Garbage/Waste Fees	545,576.63	728,190	182,613		74.92%	
343.40.03	Special Pick-up / Lot Cleaning	2,760.00	10,000	7,240		27.60%	
	<b>TOTAL REVENUES/BUDGET:</b>	<b>548,336.63</b>	<b>738,190</b>	<b>189,853</b>		<b>74.28%</b>	
	<b>EXPENSES</b>						
	<b>OBJECT/ACCOUNT NAME:</b>						
534.12.01	Regular Salaries	53,731.90	213,405	159,673		25.18%	
534.13.01	Other Salaries & Wages	7,099.93	14,444	7,344		49.15%	
534.14.01	Overtime	269.60	2,200	1,930		12.25%	
534.19.01	Banked Sick Leave	0.00	-	0			
534.21.01	FICA Taxes	3,787.85	13,368	9,580		28.34%	
534.21.02	Medicare	897.67	3,126	2,228		28.72%	
534.22.01	Retirement	6,018.48	21,237	15,219		28.34%	
534.23.01	Life, Health & Dental Insurance	10,598.79	45,135	34,536		23.48%	
534.24.01	Workers' Compensation	5,646.00	33,744	28,098		16.73%	
	<b>TOTAL PERSONAL SERVICES:</b>	<b>88,050.22</b>	<b>346,659</b>	<b>258,609</b>		<b>25.40%</b>	
534.32-01	Audit Fees	0.00	5,200	5,200		0.00%	
534.34.02	Dump-Garbage/Waste	29,428.16	172,400	142,972		17.07%	
534.34.03	Dump-Recycling	8,750.00	35,000	26,250		25.00%	
534.41.01	Telephone	350.69	1,470	1,119		23.86%	
534.41.02	Radios	0.00	1,260	1,260		0.00%	
534.42.01	Postage	0.00	250	250		0.00%	
534.43.01	Electric	260.48	1,050	790		24.81%	
534.43.02	Water	73.37	420	347		17.47%	
534.45.01	Insurance - Auto	822.00	3,000	2,178		27.40%	
534.45-02	Insurance - Liability	1,299.00	4,786	3,487		27.14%	
534.46.01	R&M Vehicles	905.02	8,000	7,095		11.31%	
534.49.02	Advertising	0.00	800	800		0.00%	
534.49.05	Truck Washing	0.00	1,000	1,000		0.00%	
534.51-01	Supplies: General Office	0.00	250	250		0.00%	
534.52.01	Operating Supplies	872.58	2,500	1,627		34.90%	
534.52.02	Gas & Oil	2,316.26	26,320	24,004		8.80%	
534.52.03	Tires & Tire Repair	1,135.70	3,000	1,864		37.86%	
534.52.04	Uniform Rental	747.65	3,840	3,092		19.47%	
534.53.01	Depreciation	0.00	12,600	12,600		0.00%	
534.53.02	Administration Fee-Miami-Dade	0.00	36,205	36,205		0.00%	
534.53-03	Administration Fee-BP Administration	0.00	50,000	50,000		0.00%	
	<b>TOTAL MATERIALS, SUPPLIES, SERVICES:</b>	<b>46,960.91</b>	<b>369,351</b>	<b>322,390</b>		<b>12.71%</b>	
534.75.01	Lease/Purchase Interest	13,945.14	22,180	8,235		62.87%	
	<b>TOTAL DEBT SERVICE</b>	<b>13,945.14</b>	<b>22,180</b>	<b>8,235</b>		<b>62.87%</b>	
	<b>TOTAL DEPARTMENT EXPENSES/BUDGET</b>	<b>148,956.27</b>	<b>738,190</b>	<b>589,234</b>		<b>20.18%</b>	
	<b>TOTAL EXPENSES</b>	<b>148,956.27</b>	<b>738,190</b>	<b>589,234</b>		<b>20.18%</b>	
	<b>TOTAL REVENUE</b>	<b>548,336.63</b>	<b>738,190</b>	<b>189,853</b>		<b>74.28%</b>	
	<b>TOTAL REVENUES/TOTAL EXPENSES</b>	<b>399,380.36</b>	<b>-</b>	<b>-399,380</b>			

**BISCAYNE PARK POLICE DEPARTMENT**

**MEMORANDUM**

TO: Ms. Ana M. Garcia, Village Manager  
FROM: Chief Mitchell Glansberg  
DATE: January 27, 2010  
CC: Mayor Roxanne Ross, Village Commission, Mrs. Maria Camara,  
Village Clerk  
RE: Agenda Item: Expenditure of Crime Watch Funds

---

**State Forfeiture Funds Expenditure:**

The Village of Biscayne Park Police Department is seeking expenditure of \$499.00 from the Village of Biscayne Park Police Department's Crime Watch account to be utilized for the purchase of a new power point projector. The power point projector will be utilized by the police department as well as the Villages Citizens Crime Watch to further the Villages Crime Watch and Crime Prevention initiatives. The Villages Crime watch account is funded from State Forfeiture proceeds from the Village of Biscayne Park Police Department.

**CERTIFICATION:**

*I, Mitchell S. Glansberg, Chief of Police, certify that all funds from the above request(s) will be utilized for law enforcement purposes and comply with the requirements of the State of Florida Forfeiture Guidelines and The Department of Justice/Treasury Forfeiture Guidelines, where applicable. The above request has been reviewed and approved by the office of the City Attorney.*



Mitchell S. Glansberg  
Chief of Police



# Village of Biscayne Park

640 NE 114<sup>th</sup> Street  
Biscayne Park, FL 33161  
Tel: 305 899 8000

## Mayor and Commission

Roxanna Ross  
Mayor

Albert Childress  
Vice Mayor

Robert "Bob" Anderson  
Commissioner

Steve Bernard  
Commissioner

Bryan Cooper  
Commissioner

Ana Garcia  
Village Manager

John J. Hearn  
Village Attorney

Maria Camara  
Village Clerk

Date: 1/25/10

To: Mayor Roxanna Ross  
Vice Mayor Albert Childress  
Commissioner Bob Anderson  
Commissioner Steve Bernard  
Commissioner Bryan Cooper

From: Ana Garcia, Village Manager

Re: Ordinance 2010-1

---

**REQUEST:** A discussion of Ordinance 2010-1 providing for street address display.

**BACKGROUND AND ANALYSIS:** The Code Review Committee has recommended that the Village Code be revised to include provisions for street address displays. Village staff believes that creating a new section of the Code providing for the display of street addresses will enhance the safety of its residents by allowing police, fire and other emergency vehicles to respond quickly to emergencies at residences. It would be in the best interest of the citizens to amend the Code by creating a new section entitled, "Street address display".

**FISCAL/BUDGETARY IMPACT:** Time savings would be achieved by staff (police and code enforcement).

**RECOMMENDATION:** Manager recommends approval.

**ORDINANCE NO. 2010-1**

**AN ORDINANCE OF THE VILLAGE COMMISSION OF  
THE VILLAGE OF BISCAYNE PARK, FLORIDA  
AMENDING CHAPTER 11 ENTITLED "OFFENSES AND  
MISCELLANEOUS PROVISIONS" BY CREATING NEW  
ARTICLE VI, ENTITLED "STREET ADDRESS DISPLAY";  
PROVIDING FOR PENALTY; PROVIDING FOR  
CONFLICT; PROVIDING FOR SEVERABILITY;  
PROVIDING AN EFFECTIVE DATE**

WHEREAS, the Code Review Committee has recommended that the Village Code be revised to include provisions for street address displays; and

WHEREAS, Village staff believes that creating a new section of the Code providing for the display of street addresses will enhance the safety of its residents by allowing police, fire and other emergency vehicles to respond quickly to emergencies at residences; and

WHEREAS, the Village Commission has found it to be in the best interests of its citizens to amend the Code by creating a new section entitled, "Street address display";

**NOW, THEREFORE BE IT ORDAINED BY THE VILLAGE COMMISSION OF  
THE VILLAGE OF BISCAYNE PARK, FLORIDA:**

**Section 1.** Each and all the foregoing Whereas clauses are true and correct and are incorporated herein.

**Section 2.** Chapter 11, Article VI of the Municipal Code of the Village of Biscayne Park, Florida entitled "Street address display," is hereby created to read as follows:

**ARTICLE VI. STREET ADDRESS DISPLAY.**

**Sec. 11-105. Street address display.**

**(a) It is the intent of this regulation that all developments of any type within the municipal limits of the Village of Biscayne Park shall display identification in such a manner and**

place that location of a particular address can be ascertained from the nearest street or alley servicing the development.

(b) All buildings shall display their street address on each building so that numerals and/or letters shall be visible from the street, alley or right-of-way upon which said building faces. The street address shall be displayed in numerals not less than four (4) inches nor more than nine (9) inches in height.

(c) A building which does not face a street, alley or right-of-way and which contains more than four (4) dwelling units, shall display, in addition to individual unit addresses, the range of addresses assigned to units therein.

(d) It is the intent of this section to establish a duty for all property owners in the Village of Biscayne Park to install and maintain required signage. Property developed as of the effective date of this section shall be brought into compliance, at the expense of the property owner, within six (6) months from the date of enactment of this section.

**Section 3.** **Conflicts.** That all Ordinances or parts of Ordinances, Resolutions or parts thereof in conflict herewith, be and the same are hereby repealed to the extent of such conflict.

**Section 4.** **Severability.** The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

**Section 5.** **Effective Date.** This Ordinance shall be effective upon adoption on second reading.

The foregoing Ordinance was offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

**The foregoing ordinance upon being put to a vote, the vote was as follows:**

---

Roxanna Ross, Mayor

Attest:

---

Village Clerk

Approved as to form:

---

John J. Hearn, Village Attorney

Mayor Ross \_\_\_\_\_  
Vice Mayor Childress \_\_\_\_\_  
Commissioner Bernard \_\_\_\_\_  
Commission Cooper \_\_\_\_\_  
Commissioner Anderson \_\_\_\_\_

## MEMORANDUM

**TO:** The Honorable Village Commission  
Ana M. Garcia, Village Manager  
Maria Camara, Village Clerk

**FROM:** John J. Hearn, Village Attorney

**RE:** Ordinance 2010-2, Board and Committees

**DATE:** January 28, 2010

---

Pursuant to Commission direction, proposed Ordinance 2010-2 provides comprehensive general rules and policies to be followed by all boards and committees. The ordinance also incorporates boards and committee ordinances to one central location. The only exceptions are the Code Enforcement Board due to separate state law requirements and the Planning and Zoning Board which will be addressed in the future.

Included in the general rules and policies, are the following important provisions:

- Unless otherwise agreed by the Commission, boards and committees will consist of five members, with each Commissioner appointing one member
- Terms for reappointment occur annually at the regular March Commission meeting
- Attendance requirements are outlined
- Creation of new boards and committees are addressed
- Resignation of members are required upon qualification of the candidate for office

The Village Attorney's office recommends review and approval by the Village Commission.

ORDINANCE NO. 2010-2

1  
2  
3 AN ORDINANCE OF THE VILLAGE COMMISSION OF THE VILLAGE  
4 OF BISCAYNE PARK, FLORIDA AMENDING CHAPTER 2,  
5 ADMINISTRATION, ARTICLE III, ENTITLED, "COMMISSIONS,  
6 BOARDS AND COMMITTEES"; REPEALING ORDINANCE 2008-8 AND  
7 CREATING NEW SECTION 2-30 OF THE CODE OF ORDINANCES OF  
8 THE VILLAGE OF BISCAYNE PARK ENTITLED "GENERAL RULES  
9 AND POLICIES"; AMENDING EXISTING SECTION 2-31 OF THE  
10 CODE OF ORDINANCES OF THE VILLAGE OF BISCAYNE PARK,  
11 ENTITLED, "BOARD OF PARKS AND PARKWAYS"; AMENDING  
12 EXISTING SECTION 2-32 OF THE CODE OF ORDINANCES OF THE  
13 VILLAGE OF BISCAYNE PARK, ENTITLED, "ECOLOGY BOARD";  
14 REPEALING ORDINANCE 2008-7 AND CREATING A NEW SECTION 2-  
15 34 OF THE CODE OF ORDINANCES OF THE VILLAGE OF BISCAYNE  
16 PARK, ENTITLED, "RECREATION ADVISORY BOARD"; REPEALING  
17 ORDINANCE 2008-4; PROVIDING FOR AMENDMENT TO THE  
18 APPLICABLE CURRENT CODE SECTIONS WITH REFERENCE TO  
19 THIS ORDINANCE AND PROVIDING THAT PROVISIONS OF THE  
20 CURRENT CODE, TO THE EXTENT THAT THEY ARE IN CONFLICT  
21 WITH THIS ORDINANCE, SHALL BE REPEALED; PROVIDING FOR  
22 CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR  
23 SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE  
24

25 WHEREAS, the Village Commission has created several boards and committees to  
26 provide the Commission with assistance in fulfilling the needs of the Village; and  
27

28 WHEREAS, as the boards and committees have been established over several years and  
29 prior to the passage of general rules and policies, there lacks a uniformity to the rules and  
30 procedures;  
31

32 WHEREAS, in order to provide guidance to those boards and committees, the Village  
33 Commission deems it to be in the best interests of the Village to establish general rules and  
34 policies and to codify the boards and committees that already exist in a consistent and readily  
35 accessible manner;  
36

37 NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COMMISSION OF  
38 THE VILLAGE OF BISCAYNE PARK, FLORIDA:  
39

40 Section 1. The foregoing "Whereas" clauses are hereby ratified and confirmed as  
41 being true and correct and are hereby made a specific part of this Ordinance upon adoption  
42 hereof.

1            **Section 2.**     The Code of Ordinances of the Village of Biscayne Park is hereby  
2 amended to read as follows:

3 **Sec. 2-30.     General rules and policies.**

4            (A)     Application of article; definitions; authority to appoint.

5  
6            (1)     *Established.* The boards and committees currently on file with the Village Clerk  
7 are established as the official boards and committees of the Village. Consistent with Section  
8 3.06 of the Village Charter, the Commission may establish or terminate boards or committees as  
9 deemed advisable.

10  
11           (2)     *Application.* The provisions of this section shall apply to all appointive boards  
12 and committees of the Village, except as otherwise provided in this Code.

13  
14           (3)     *Definitions.* The following words, terms and phrases, when used in this article,  
15 shall have the meanings ascribed to them in this subsection, except where the context clearly  
16 indicates a different meaning:

17  
18           *Board or Committee* for purposes of this ordinance includes every agency, authority,  
19 advisory board, regulatory board, quasi-judicial board, semi-autonomous instrumentality,  
20 committee, council, task force or any other citizens' group created and funded in whole or in part  
21 by the Village Commission except for the Code Enforcement Board. Except as otherwise  
22 provided herein, or in the Village Charter, Village boards and citizens' advisory groups shall only  
23 be created by action of the Village Commission, and only the Village Commission, as a body,  
24 shall appoint the members to such boards or committees.

25  
26           *Resident* means a natural person who resides within the Village for not less than six  
27 months in each calendar year.

28  
29           (4)     *Authority to appoint.* The Village Commission may create boards and committees  
30 to be composed of such number of residents as the Commission may deem expedient to act in an  
31 advisory capacity concerning any issue or subject.

32  
33           (5)     *Removal.* Board and committee members may be removed at any time by a  
34 majority vote of the Village Commission.

35  
36           (6)     *Confidentiality.* Except when exempt by state law, all information received by the  
37 Village on board and committee members is subject to public records law.

38  
39           (7)     *More restrictive requirements.* That any requirements set forth in a resolution or  
40 ordinance creating an individual board or committee which are more restrictive than the  
41 requirements herein shall remain in effect.

1           (8) Less restrictive requirements. That the requirements herein shall supersede any  
2 less restrictive requirements set forth in a resolution or ordinance creating an individual board or  
3 committee.

4  
5           (9) Review to determine continuation of existing board or committee. The Village  
6 Commission may review a board or committee at any time to determine whether the board or  
7 committee shall continue to exist, amend or change its purpose and requirement.

8  
9           (10) Automatic trigger of review. Failure of a board or committee to have a quorum at  
10 two consecutive meetings shall automatically trigger review by the Village Commission.

11  
12           (B) Qualifications and appointment of members.

13  
14           (1) Manner of appointment. Any person appointed to any board or committee of the  
15 Village shall be appointed by the Village Commission in the following manner:

16  
17           (a) Unless otherwise agreed by the Commission, each board or committee will  
18 consist of five (5) members and each Commissioner shall appoint one member to each board or  
19 committee. Commissioner appointments are automatically accepted unless the appointed  
20 individual is not in compliance with eligibility requirements for appointment or there is a conflict  
21 of interest as determined by the Commission. The Village Commission may appoint alternates  
22 for any board or committee as it deems necessary.

23  
24           (b) The Village Clerk shall notify the Village Commission, in writing, of upcoming  
25 vacancies on the boards or committees. The Village Clerk shall also post such vacancies on the  
26 Village's web page and outside Village Hall. The Commissioner or successor Commissioner  
27 who appointed that individual will make the appointment.

28  
29           (c) During regular Village Commission meetings each month, appointments will be  
30 made by the Village Commission to fill vacancies.

31  
32           (d) When a vacancy due to resignation, removal or death is filled, the appointment of  
33 a replacement member shall take effect on the date of appointment, except as may otherwise be  
34 provided by state law.

35  
36           (e) If a vacancy on any board or committee that is subject to individual appointment  
37 by a member of the Commission remains unfilled for more than 80 days, it may thereafter be  
38 filled by action of the Commission as a whole.

39  
40           (2) Resident/nonresident members.

41  
42           (a) Unless otherwise specifically provided in the Charter or the Code, all members of  
43 Village boards and committees shall be residents of the Village, unless such requirement is  
44 waived by the Village Commission by a four-fifths vote of its membership.

1           (3) Member ceasing to be in compliance with eligibility requirements. The Village  
2 Clerk shall inform the Village Commission whenever a board or committee member has ceased  
3 to be in compliance with eligibility requirements for board membership and said board or  
4 committee member shall be automatically removed from the board or committee. The Village  
5 Clerk shall then inform the Village Commission in writing that the position has been declared  
6 vacant. Upon being advised by the Village Clerk of such circumstances, the vacancy will be  
7 promptly filled, consistent with section (B) above.

8  
9           (4) Qualification as candidate for office deemed tender of resignation. No member  
10 of any Village board or committee shall become a candidate for elective political office during  
11 his term. Should any member of a Village board or committee qualify as a candidate for elective  
12 political office, such qualification shall be deemed a tender of resignation from such board or  
13 committee as of the date on which the member qualifies for elective political office.

14  
15           (5) Compensation. All members of boards and committees shall serve without  
16 compensation.

17  
18           (6) Travel expenses. Requests for travel expenses for attendance by board and  
19 committee members at seminars, conferences and meetings shall be submitted for consideration  
20 during the budget review process. Unanticipated expenses must be approved by the Village  
21 Commission.

22  
23           (C) Terms of members.

24  
25           (1) The terms of office of the members of each board and committee shall be up for  
26 reappointment yearly at the regular March Village Commission meeting. The nominating  
27 Commissioner can continue the term of the Commissioner's current appointment or appoint a  
28 new member. If no action is taken by the Commissioner or the Commission, the board or  
29 committee member shall continue to serve. New Commissioners will also be able to continue  
30 the term of a previous Commissioner or appoint a new member.

31  
32           (D) Attendance by members at meetings; resignation of members.

33  
34           (1) Excessive absences defined. Except as may otherwise be provided by law, a  
35 member of any board or committee may be removed by the Village Manager for excessive  
36 absences. The term "excessive absences" shall mean:

37  
38           (a) For a board or committee that meets monthly on a regular basis, more than three  
39 unexcused absences in any consecutive 12-month period.

40  
41           (b) For a board or committee which meets less often than monthly on a regular basis,  
42 more than three absences, excused or unexcused, in any consecutive 12-month period.

43  
44           (c) For a board or committee meeting more often than monthly on a regular basis,  
45 more than five unexcused absences, in any consecutive 12-month period.

1           (2) Attendance records. The staff liaison or board/committee secretary for each  
2 board or committee shall be required to keep attendance records and to submit monthly reports  
3 within five days of each meeting to the Village Clerk setting forth both the excused and  
4 unexcused absences of each member of the board or committee. The board or committee must  
5 ensure that minutes are taken and are approved by the board or committee on a regular basis.  
6 The minutes must provide the vote of each member on each motion or, if absent, failing to vote,  
7 all of which shall be filed with the Clerk promptly. The Village Clerk shall prepare a standard  
8 form to be used by all boards and committees to report their member's attendance at their  
9 meetings.

10  
11           (3) Resignation of members. Members of boards and committees may resign at any  
12 time. A member who resigns will not be eligible for appointment to the same board or committee  
13 for a one year period.

14  
15           (E) Chairperson; bylaws.

16  
17           (1) Rules of procedure. The boards and committees established by the Village shall  
18 ensure that they duly elect a chairperson, vice-chairperson, and secretary. The chairperson or, in  
19 their absence, the vice-chairperson, shall run the meeting. The secretary shall ensure that  
20 minutes are kept and placed on the agenda for approval. Each board and committee shall adhere  
21 to Robert's Rules of Order, Newly Revised, to the extent that such rules do not conflict with this  
22 article, rules adopted by the board or committee, or applicable state law.

23  
24           (2) Quorum; exceptions. A quorum for all boards/committees' meetings, shall consist  
25 of 50 percent plus one of the board's total membership. The decision of a majority of the board or  
26 committee members present and voting at a meeting at which a quorum is present shall be the  
27 decision of the board or committee.

28  
29           (3) Oath requirement. All board and committee members shall be required to  
30 subscribe to an oath or affirmation to be filed in the office of the Village Clerk, swearing or  
31 affirming to support, protect and defend the Constitution and laws of the United States, and of  
32 the state, the Charter and all ordinances of the Village and the county and in all respects to  
33 faithfully discharge their duties.

34  
35           (4) Open meetings. All meetings shall be open to the public and conducted in  
36 accordance with the requirements of the Sunshine Law, as set forth in the Florida Statutes.

37  
38           (5) Voting requirement. No board or committee members shall be permitted to  
39 abstain from voting, except when there is, or appears to be a possible conflict of interest, as  
40 defined in the Florida Statutes. When a conflict occurs, a conflict of interest form shall be filed  
41 and kept in the office of the Village Clerk.

42  
43           (6) Members transacting business with Village. The county Conflict of Interest and  
44 Code of Ethics Ordinance (hereinafter referred to as the "Conflict of Interest Ordinance) section  
45 2-11.1 of the county code shall be applicable to all members of Commission appointed boards  
46 and committees.

1  
2       (7) Endorsing candidates, etc. No Village board or committee shall endorse  
3 candidates for public office, or support a particular position on a public question scheduled to  
4 appear on an official governmental ballot, or poll candidates for public office as to their views, or  
5 engage in any other form of partisan political activity as a Village board or committee. Nothing  
6 contained in this subsection shall be deemed to prohibit any individual member of such a board  
7 or committee from expressing a personal opinion on any candidate or issue or from participating  
8 in any political campaign during hours not serving or performing board or committee functions,  
9 so long as such activities are not in conflict with other provisions of state, county, or Village law.  
10 Should any member of any Village board or committee violate this section, in the opinion of the  
11 Village Commission, such violation shall be deemed a tender of resignation from the board or  
12 committee.

13  
14       (8) Fundraising; bank accounts. No board or committee may engage in fundraising  
15 activities or establish bank accounts without the express authority and subject to conditions as  
16 imposed by the Village Commission.

17  
18       (F) Creation of new boards and committees.

19  
20       (1) Except for ad hoc or limited term special purpose boards and committees, all  
21 Village boards and committees created after October 1, 2008, shall be created only by  
22 ordinance. Such ordinance shall set forth the board/committee's purpose, function, power,  
23 responsibility, jurisdiction, membership requirements and restrictions, terms and conditions of  
24 appointment to or removal from the board or committee, and the specific staff support, if any, to  
25 be provided to the board or committee.

26  
27       (2) After passage on first reading of an ordinance creating a new board or committee  
28 and prior to the second reading of said ordinance, the Village Manager shall submit to the  
29 Village Commission a report setting forth the following information concerning the proposed  
30 new board or committee:

31  
32       (a) For boards and committees, whether the establishment of the board or committee  
33 will create sufficient betterment to the community to justify the Village Commission's delegation  
34 of a portion of its authority.

35  
36       (b) Whether another board, committee or agency, either public or private, which is  
37 already in existence, could serve the same purpose.

38  
39       (c) The costs, both direct and indirect, of establishing and maintaining the board or  
40 committee.

41  
42       (d) Whether the board or committee is necessary to enable the Village to obtain state  
43 or federal grants or other financing.  
44

1           (e) For boards and committees other than advisory boards, whether the board or  
2 committee should have the final authority or whether its decision must be approved by the  
3 Village Commission.

4  
5           (f) Whether the creation of a new board or committee is the best method of achieving  
6 the benefit desired.

7  
8           (g) Except in exigent circumstances, the second reading shall be held no earlier than  
9 15 days after passage on first reading of the ordinance creating said board or committee.

10  
11           (G) Notice to Village Clerk of board and committee meetings.

12  
13           All Village boards and committees shall provide the Village Clerk written notice of their  
14 meetings at least seven days prior to such meetings, except in the case of emergency meetings.

15  
16           **Sec. 2-31. Board of parks and parkways.**

17           (a) Board created. The board of parks and parkways shall consist of five (5) members.

18  
19           (b) Authorization for consultant or support services. The board shall act as an advisory  
20 board to the commission and all consultant or support services to be furnished to the board must  
21 be requested from and approved by the village commission or their designee prior to the services  
22 being secured.

23  
24           (c) Duties and responsibilities. The board's duties and responsibilities shall be as  
25 follows:

26  
27           (1) To study the existing system of parks and parkways and to make recommendations  
28 for their improvement;

29  
30           (2) To make special studies and surveys as requested by the village manager or  
31 commission and advise and make recommendations accordingly;

32  
33           (3) To study the land area of the village and make recommendations to the commission  
34 or the village manager on the possible acquisition of parcels of land which appear to be desired  
35 extensions of the village's parks and parkways system.

36  
37           **Sec. 2-32. Ecology board.**

38           (a) Board created. The ecology board shall consist of five (5) members.

39  
40           (b) Authorization for consultant or support services. The board shall act as an advisory  
41 board to the commission and all consultant or support services to be furnished to the board must  
42 be requested from and approved by the village commission or their designee prior to the services  
43 being secured.





1  
2  
3  
4  
5  
6  
7  
8  
9  
10

Attest:

Commission Cooper \_\_\_\_  
Commissioner Anderson \_\_\_\_

---

Village Clerk

Approved as to form:

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John J. Hearn, Village Attorney



Date: 1/25/10

To: Clerk Maria Camara

From: Commissioner Steve Bernard

Re: February Agenda Item

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**REQUEST:**

A DISCUSSION OF: Timing, costs, and purpose of a Special Mail-In Election

**BACKGROUND AND ANALYSIS:**

Based on preliminary findings by the Village Clerk, there is a possibility that a Special Mail-In Election can serve to create a Special Taxing District, for the purpose of generating a specific revenue stream that would not increase resident costs from current and future outside fees.

**FISCAL/BUDGETARY IMPACT:**

The goal of this discussion is to have zero fiscal/budgetary impact on the current and future Village Budget.

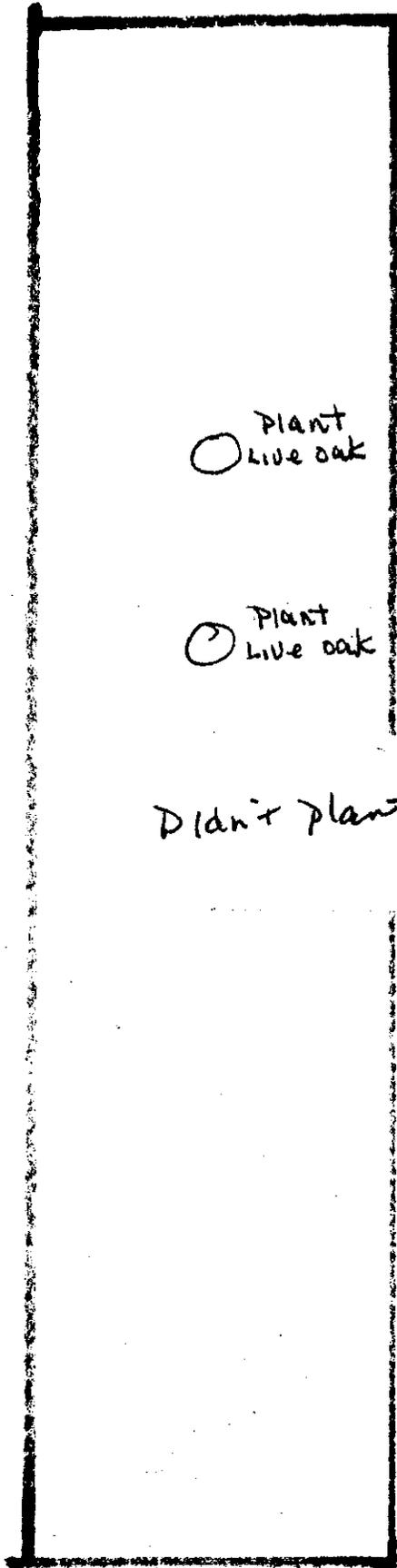
**RECOMMENDATION:**

**Biscayne Park**

**Parks and Parkways Board**

**Tree Planting, Removal and Relocation Guide**

113 ST



Plant  
Live oak

(Near  
1120)

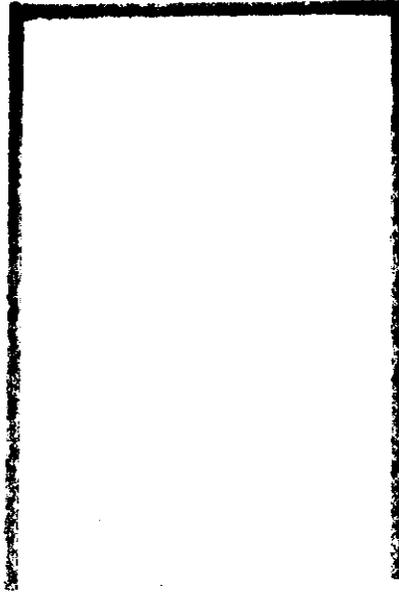
Plant  
Live oak

Didn't plant

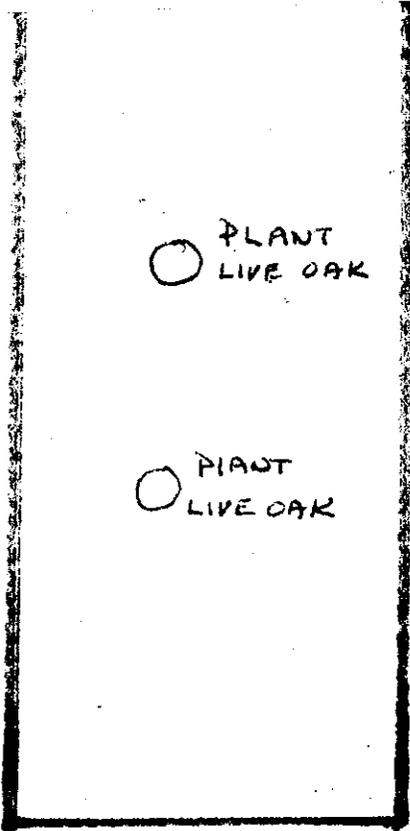
GRIFFING PLANT  
& LIVE OAK

111 ST

8 Ave



Didn't plant



○ PLANT  
LIVE OAK

○ PLANT  
LIVE OAK

(NEAR  
11063)

PLANT 2 LIVE OAK

GRIFFING BLVD

11 ST

9 Ave

PLANT ○  
MAHOGANY

GRIFFING BLVD

Plant 1 MAHOGANY

GRIFFING BLVD

RAILROAD

PLANT  
○ MAHOGANY

could not plant \*

PLANT  
○ MAHOGANY

GRIFFING BLVD

PLANT 7 MAHOGANY

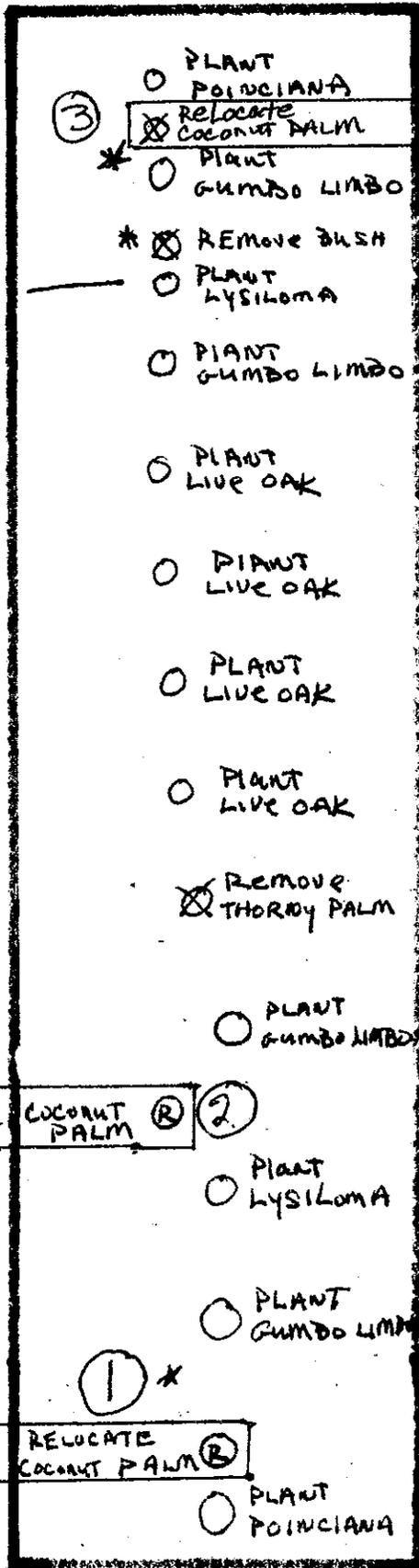
GOLF COURSE

9 AVE

# GRIFFING BLVD

Cut down & plant lower

planted 2 Poinciana



③

PLANT POINCIANA  
~~RELOCATE~~ COCONUT PALM

15' CLEAR TRUNK

\* PLANT GUMBO LIMBO

\* ~~REMOVE BUSH~~

PLANT LYSILOMA

PLANT GUMBO LIMBO

PLANT LIVE OAK

PLANT LIVE OAK

PLANT LIVE OAK

PLANT LIVE OAK

~~REMOVE THORNY PALM~~

PLANT GUMBO LIMBO

CLEAR TRUNK 30'

COCONUT PALM ②

②

PLANT LYSILOMA

PLANT GUMBO LIMBO

① \*

CLEAR TRUNK 20'

RELOCATE COCONUT PALM ②

PLANT POINCIANA

III STREET

PLANT 2 POINCIANA

4 GUMBO LIMBO

4 LIVE OAK

2 LYSILOMA SABIQU

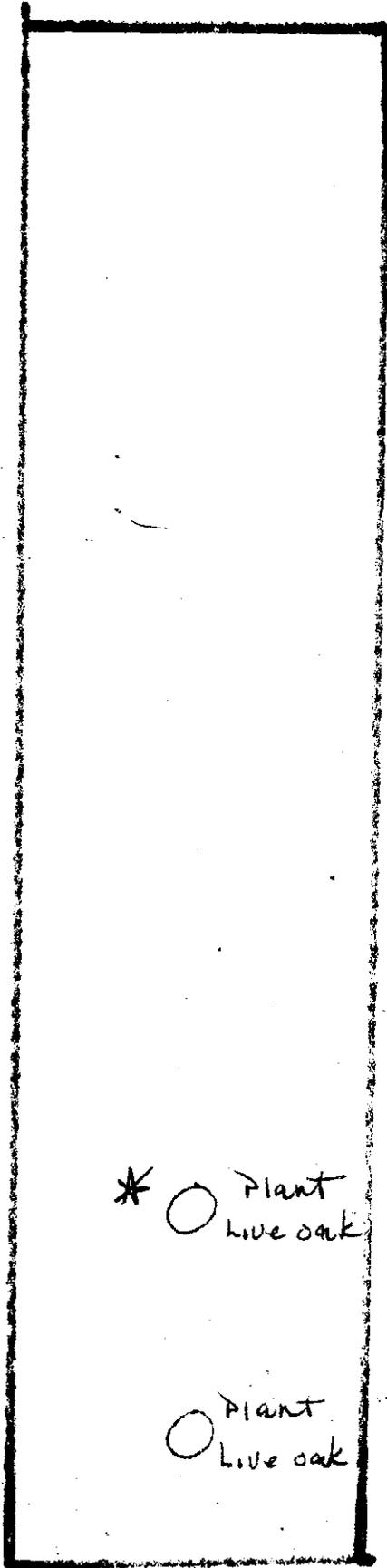
REMOVE 1 SMALL BUSH  
 1 THORNY PALM  
 1 COCONUT PALM

\* RELOCATE 2 FAU PALM

1 COCONUT PALM

\* = MUST BE MOVED BEFORE NEW PLANTING

6 Ave



didn't plant wires

\* Plant live oak

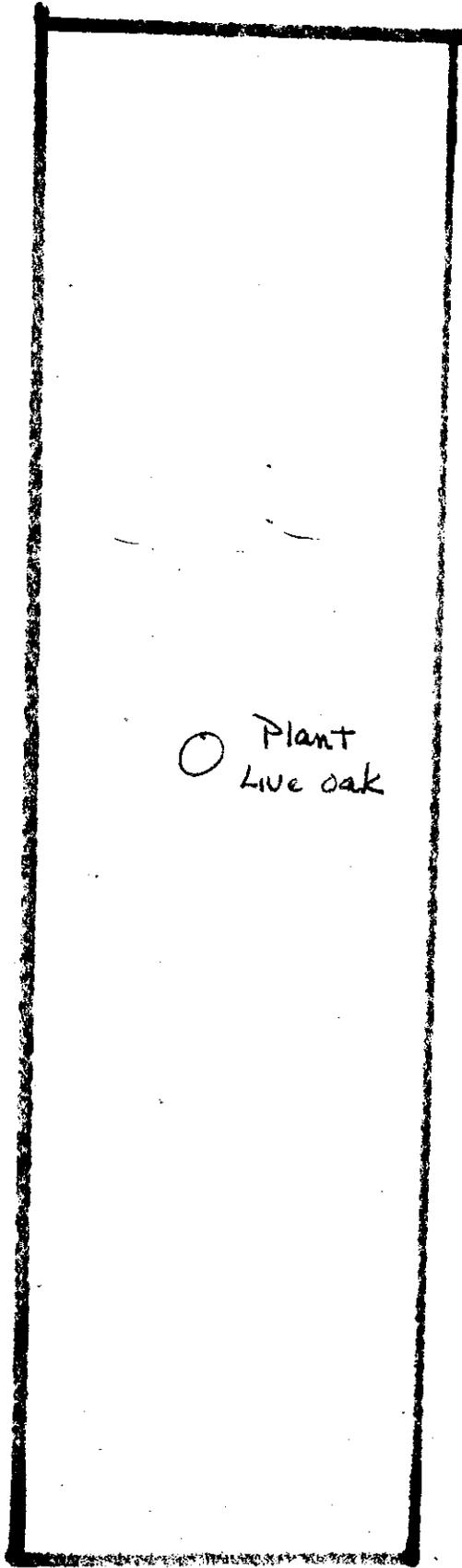
Plant live oak

7 Ave

113 ST

Plant 2 live oak

7 Ave



○ Plant  
Live oak

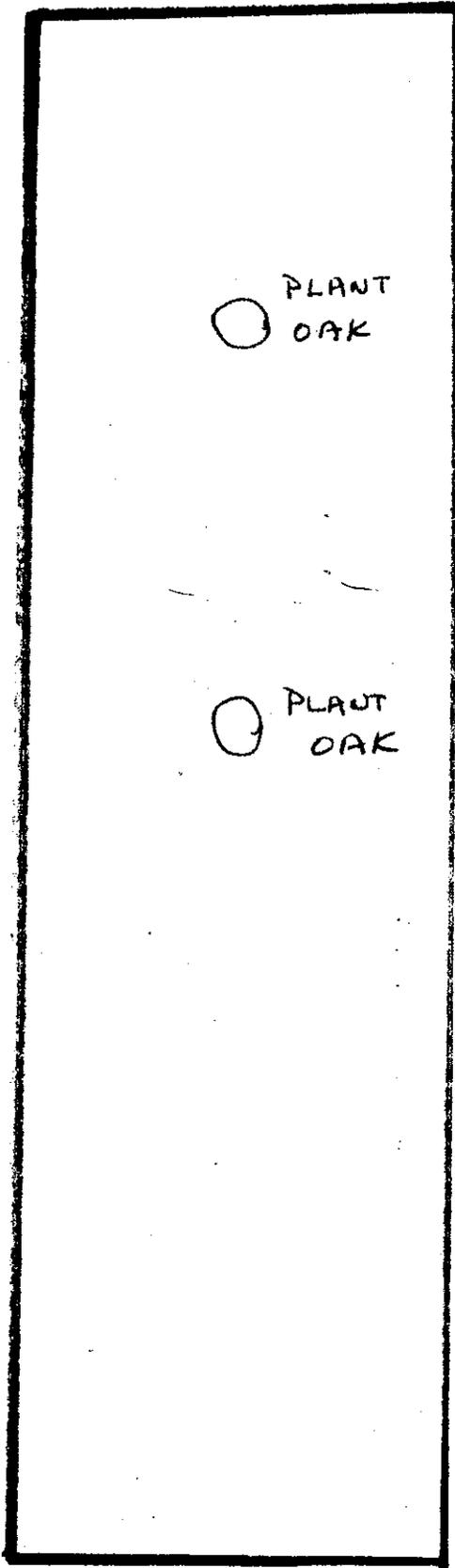
PLANT 1 LIVE OAK

113 ST

8 Ave

7

8 Ave

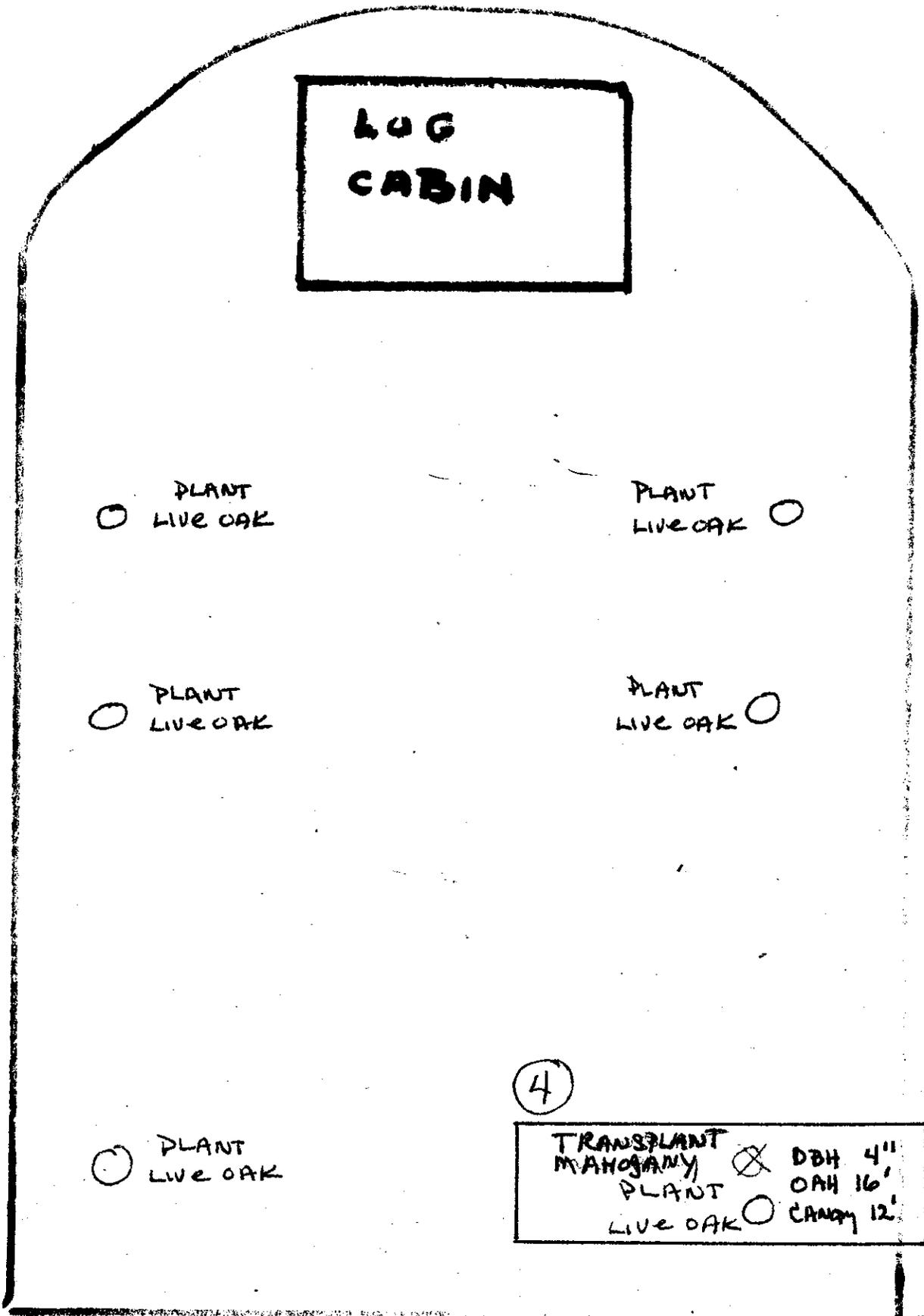


113 ST

PLANT 2 LIVE OAK

8 CT

2



PLANT 8 LIVE OAK

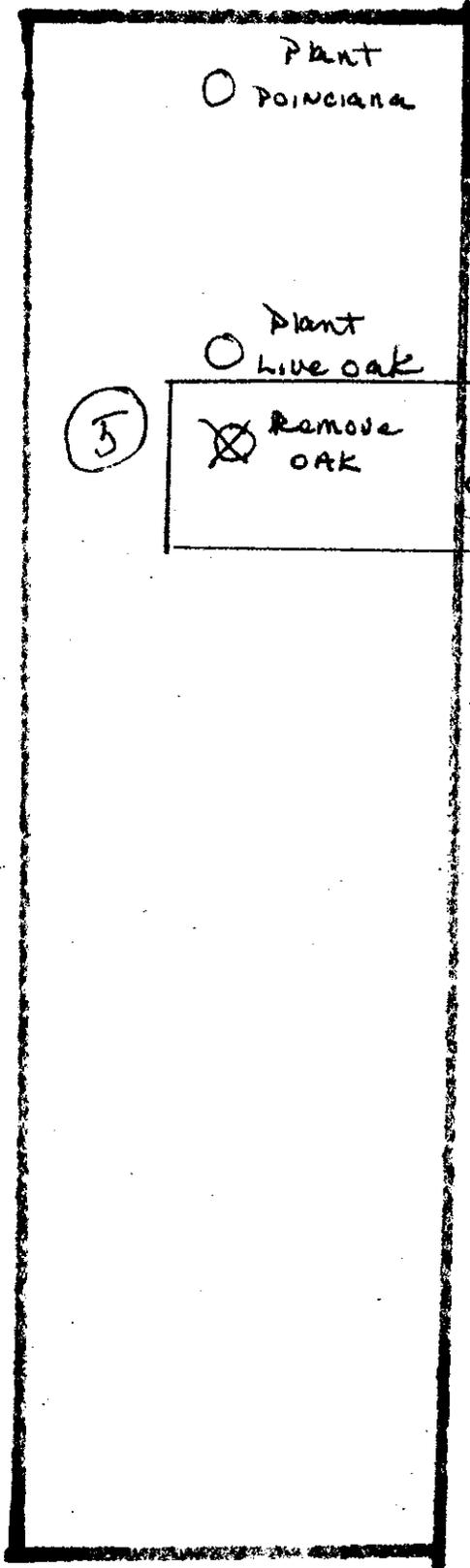
114 ST

TRANSPLANT

2 TABERBUIA  
1 MAHOGANY

7 Ave

GRIPPING BLVD.



REMOVE 1 LIVE OAK

PLANT 1 LIVE OAK  
1 POINCIANA

115 ST

6 Ave

6 Avenue

115 ST

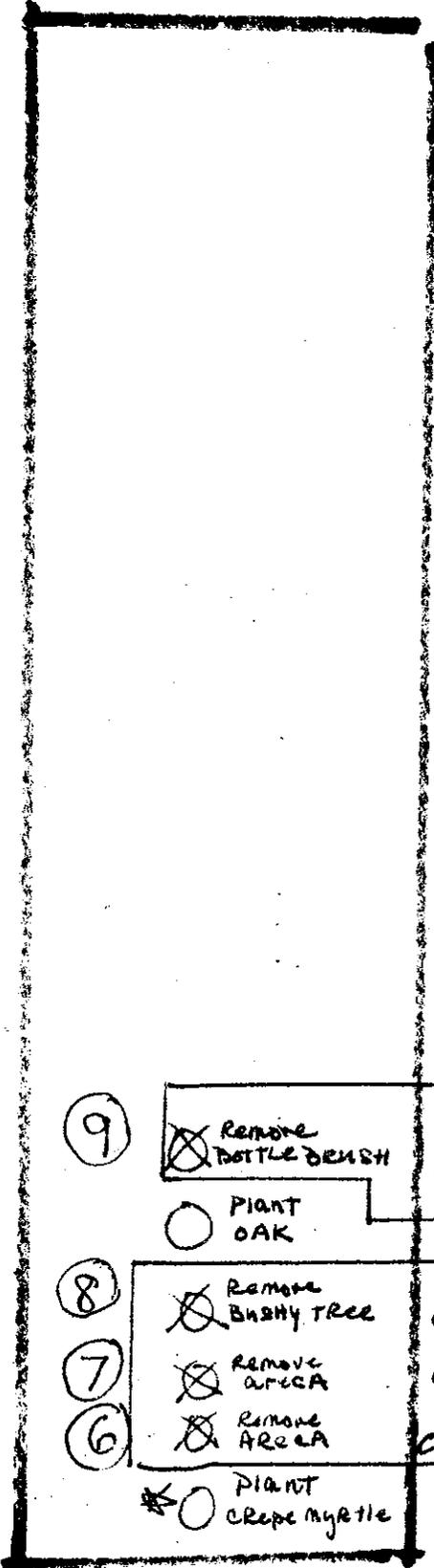
Plant 1 Live oak

1 Crepe myrtle

Remove 2 ARECA

1 BOTTLE BRUSH

1 BUSHY TREE

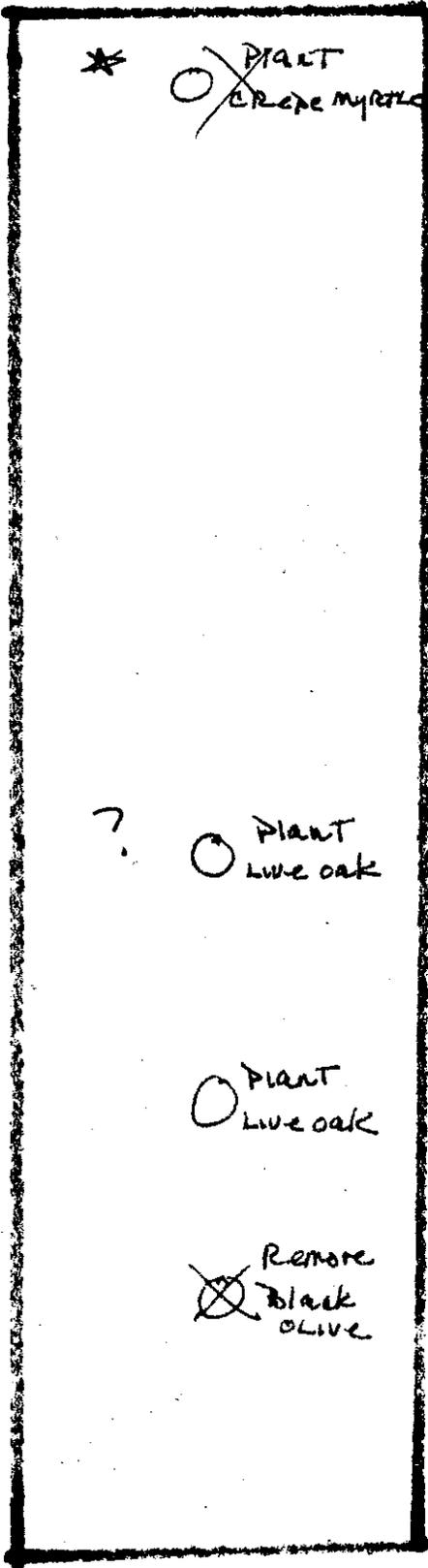


didn't  
PLANT

7 Ave

7 Ave

dundis Plant



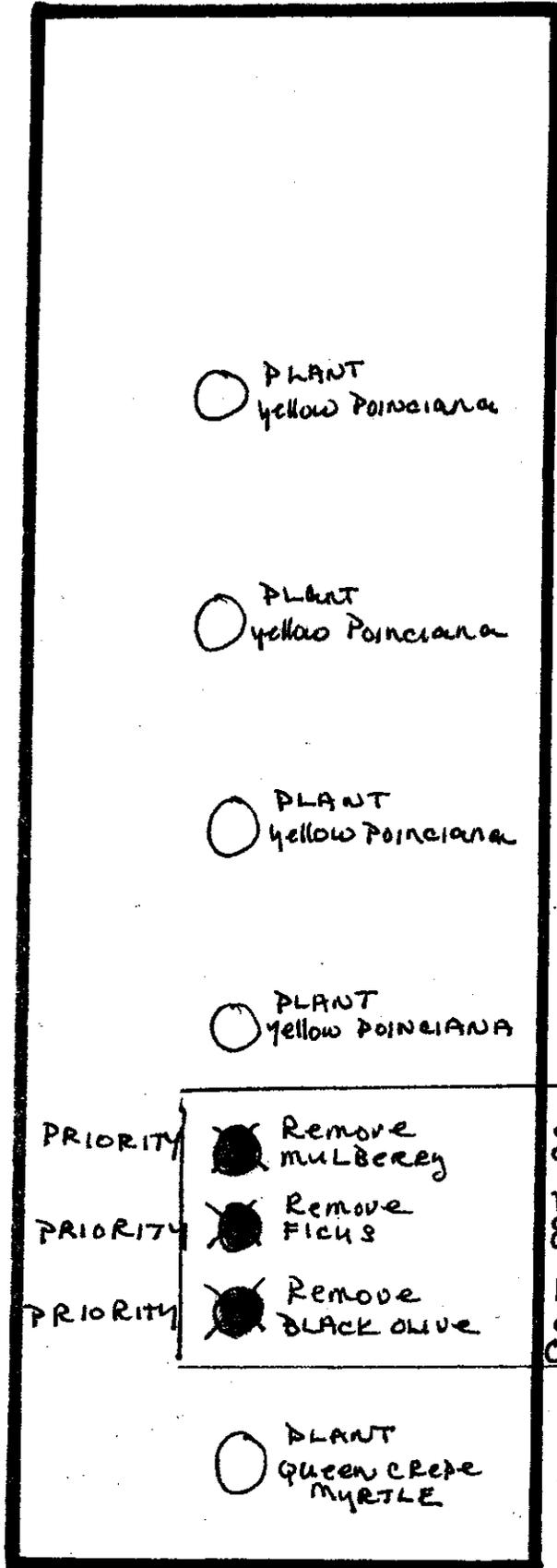
115 STREET

PLANT 2 Live oak

1 CREPE MYRTLE

Remove 1 Black olive

7 Ave 8



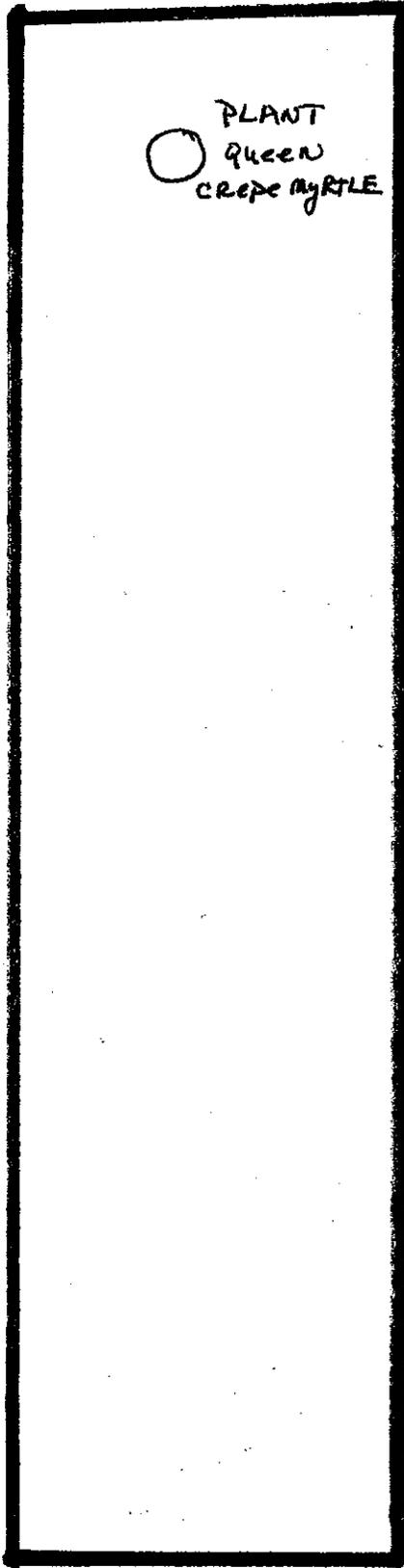
115 ST  
 PLANT yellow Poinciana  
 Remove 1 Queen Creeper Myrtle  
 1 Mulberry  
 1 Ficus  
 BLACK OLIVE

(12)  
 (11)  
 (10)

PRIORITY	Remove MULBERRY	DBH 6" OAH 22' CANOPY 20'	POOR STRUCTURE
PRIORITY	Remove FICUS	DBH 18" OAH 23' CANOPY 18'	POOR STRUCTURE
PRIORITY	Remove BLACK OLIVE	DBH 9" OAH 17' CANOPY 8'	POOR STRUCTURE

PLANT Queen Creeper MYRTLE

8 CT



○ PLANT  
 QUEEN  
 CREPE MYRTLE

115 ST

PLANT 1 QUEEN CREPE MYRTLE

9 ROW

didn't plant

\*



PLANT  
BOMBAY  
CEIBA

can't plant wires

\*



PLANT  
LIVE OAK

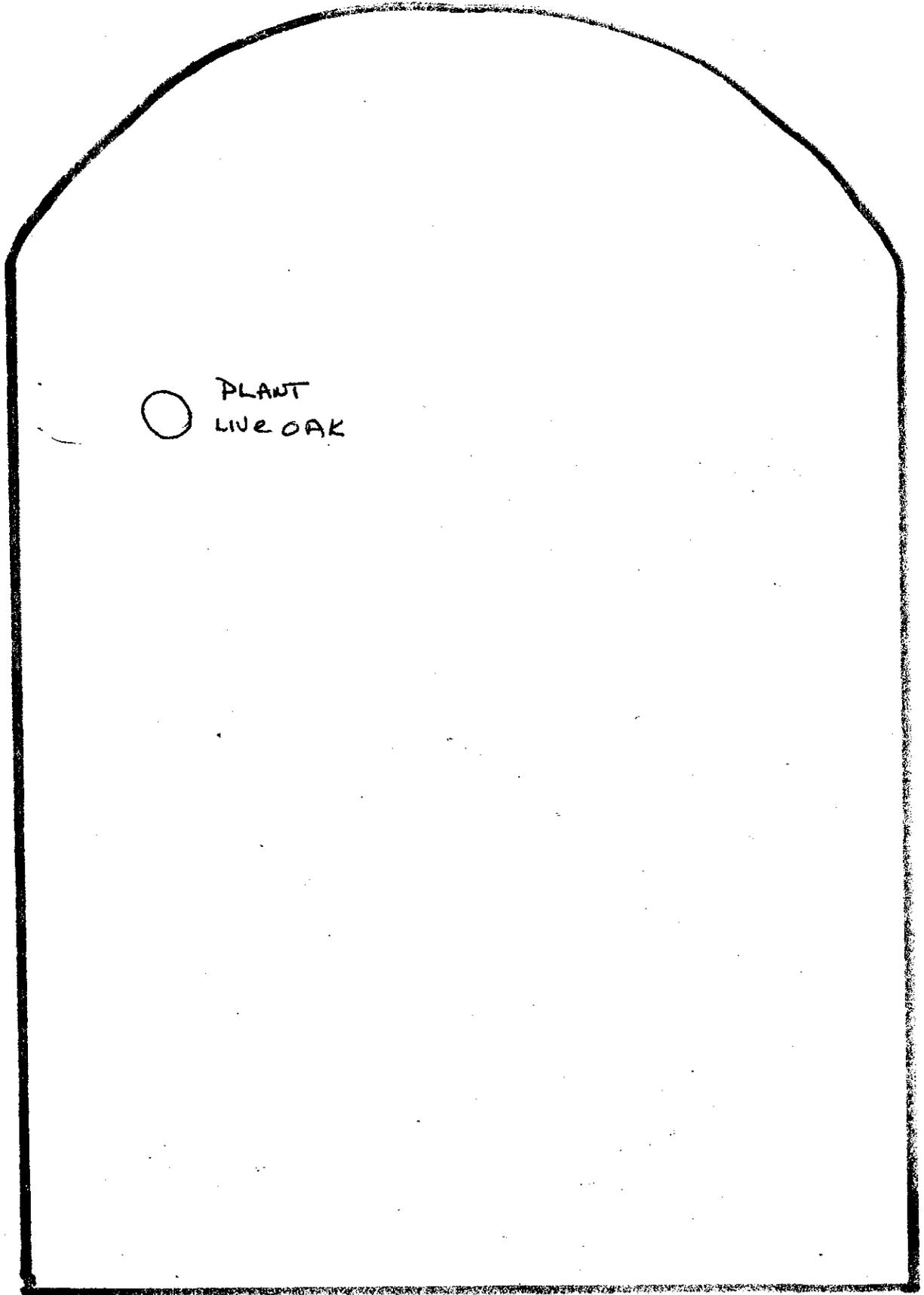


TRIM  
STRANGLER  
FIG FROM  
SADAL PALM  
+ REMOVE  
CHERRY BUSH

REMOVE STRANGLER FIG  
1 CHERRY BUSH  
PLANT 1 BOMBAY CEIBA  
1 LIVE OAK

116 ST

10 AVE

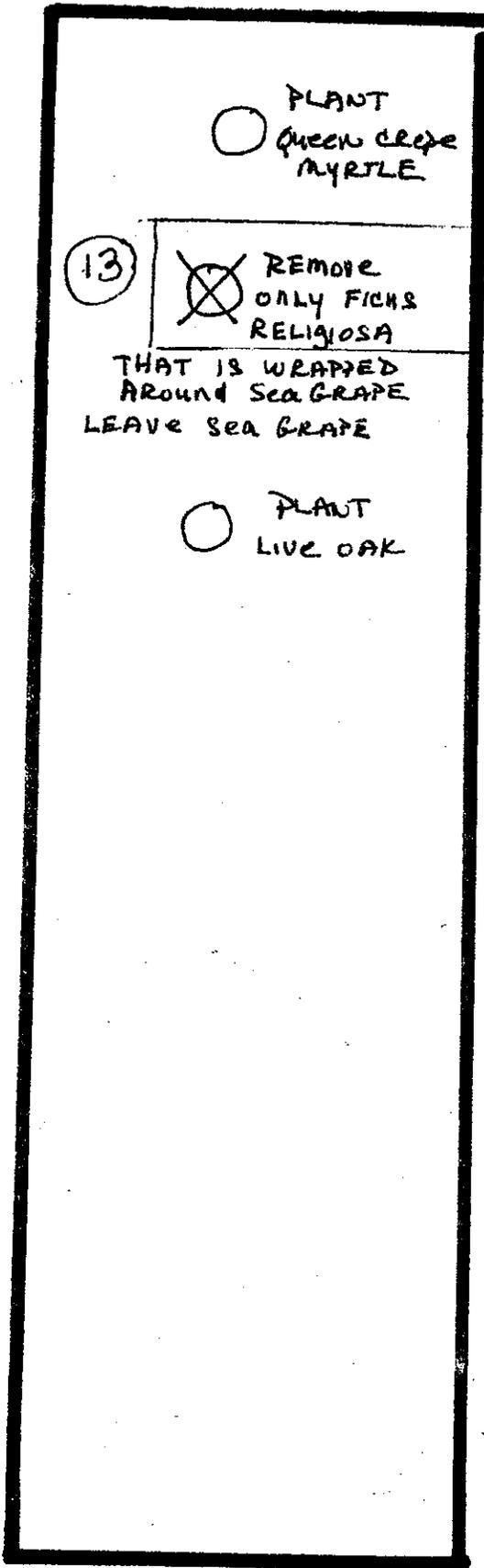


PLANT  
1 LIVE OAK

116 ST

9 AVE

6 Ave



○ PLANT  
QUEEN CREPE  
MYRTLE

13

⊗ REMOVE  
ONLY FIGS  
RELIGIOSA

THAT IS WRAPPED  
AROUND SEA GRAPE  
LEAVE SEA GRAPE

○ PLANT  
LIVE OAK

DBH	9"
OAH	18'
CANOPY	8'

PLANT 1 QUEEN CREPE MYRTLE  
1 LIVE OAK

REMOVE 1 FIGS RELIGIOSA (LEAVE SEA GRAPE)

117 ST

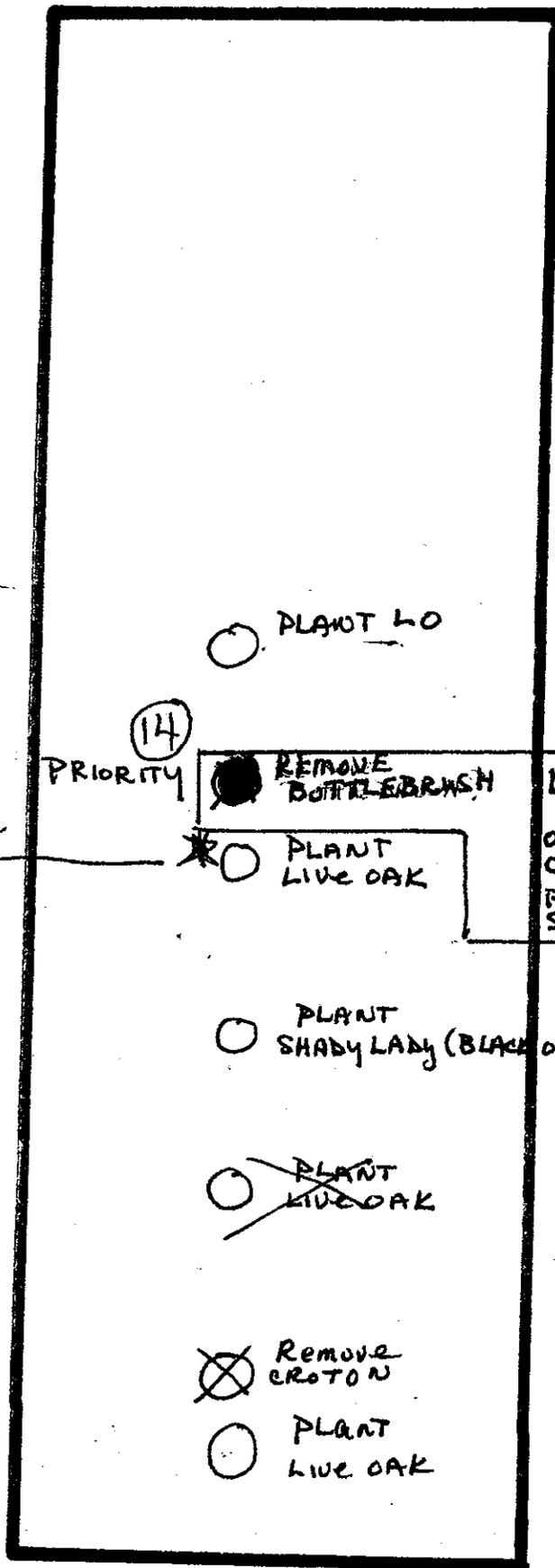
7 Ave

7 AVE

117 ST

PLANT 3 LIVE OAK  
2 SHADY LADY (BLACK OLIVE)

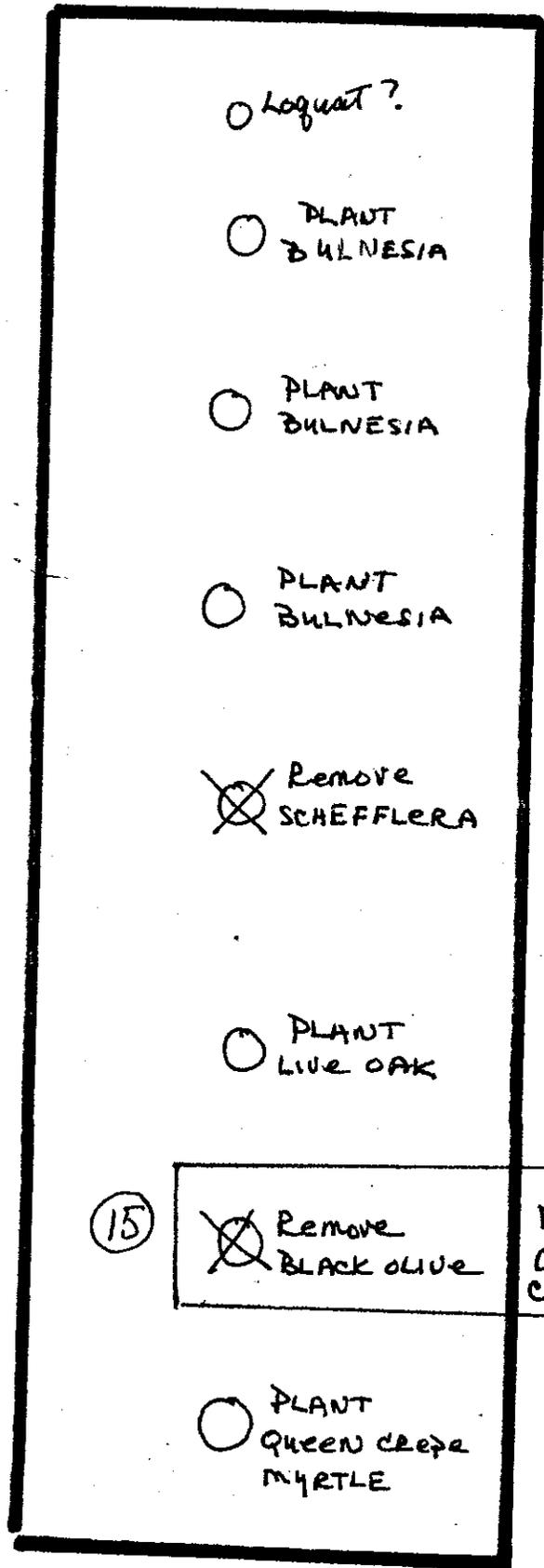
Remove 1 CROTON



Couldn't plant GAS LINES

8 AVE

8 Ave



○ Loquat?

○ PLANT  
BULNESIA

○ PLANT  
BULNESIA

○ PLANT  
BULNESIA

~~○~~ Remove  
SCHEFFLERA

○ PLANT  
LIVE OAK

15

~~○~~ Remove  
BLACK OLIVE

○ PLANT  
QUEEN CREEP  
MYRTLE

DBH 10" DOOR  
OAH 18' STRUCTURE  
CANOPY 15'

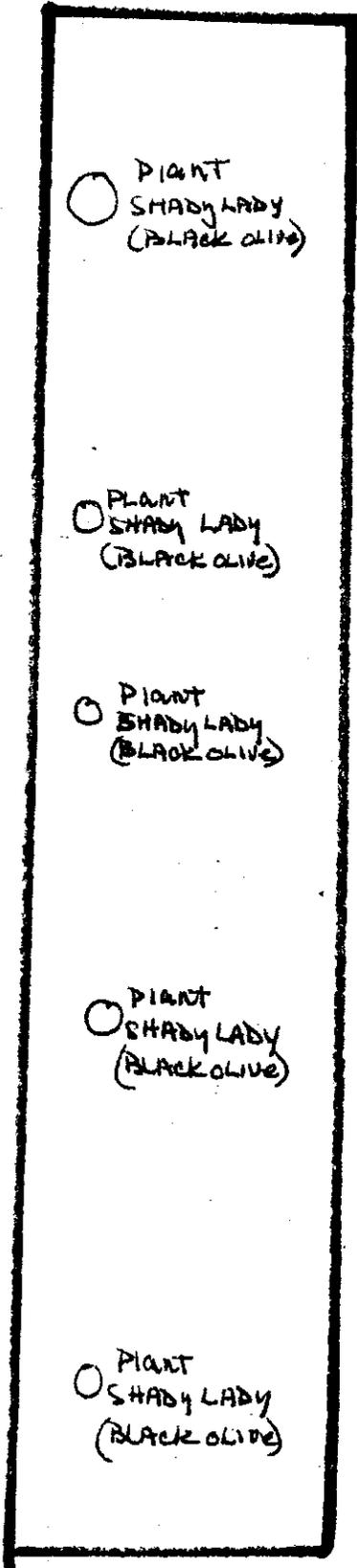
117 ST

PLANT 3 BULNESIA  
1 LIVE OAK  
1 QUEEN CREEP MYRTLE

REMOVE  
1 SCHEFFLERA  
1 BLACK OLIVE

9 Ave

9 Ave



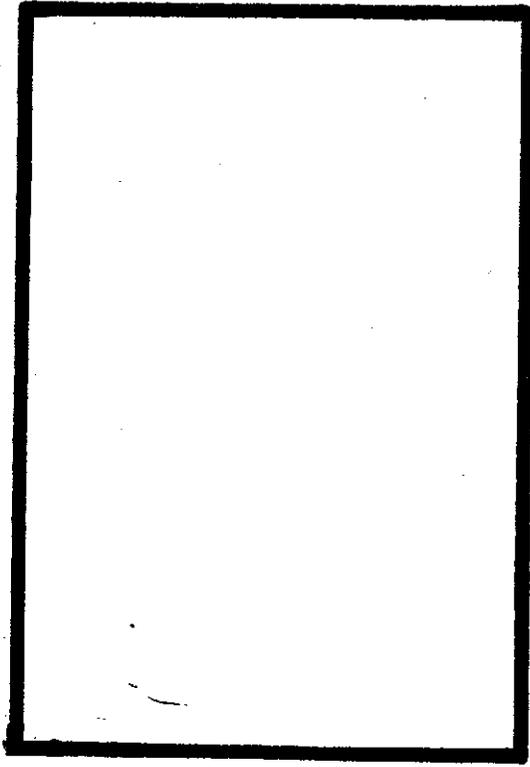
Plant 5 SHADY LADY (BLACK OLIVE)

117 ST

10 Ave

02

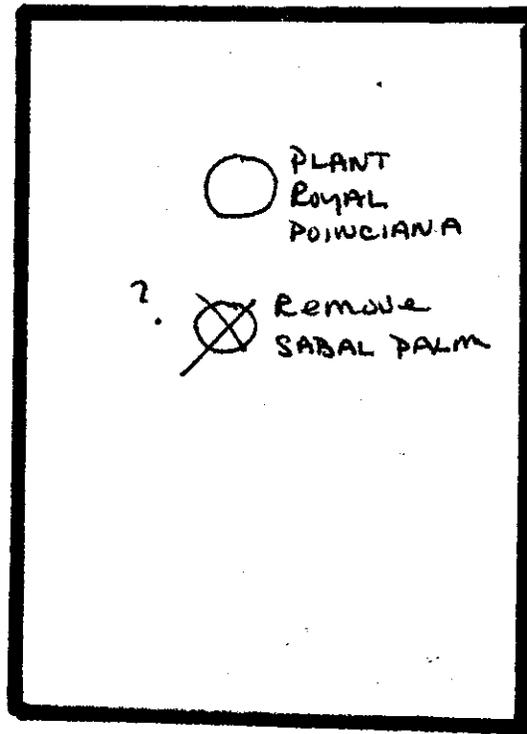
6 AVE



118 ST

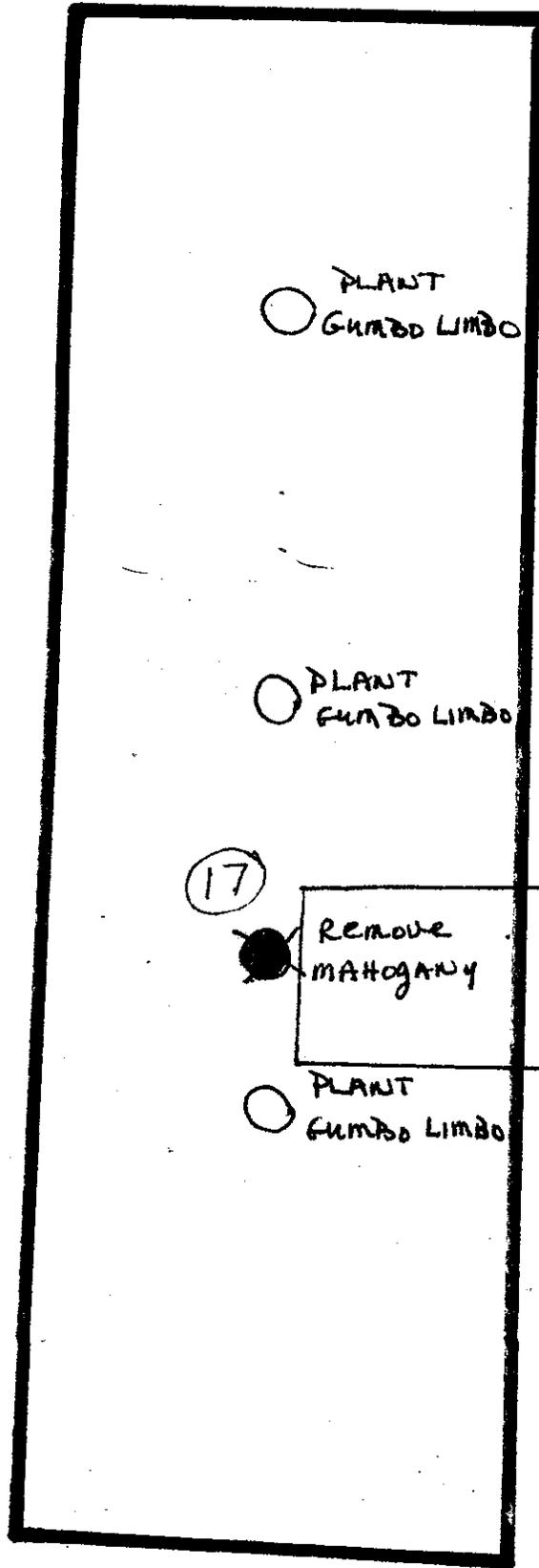
PLANT 1 ROYAL POINCIANA

REMOVE 1 SABAL PALM



GRIFFING BLVD

GRIFFING BLVD



119 ST  
 PLANT 3 GUMBO LIMBO  
 REMOVE 1 MAHOGANY

17

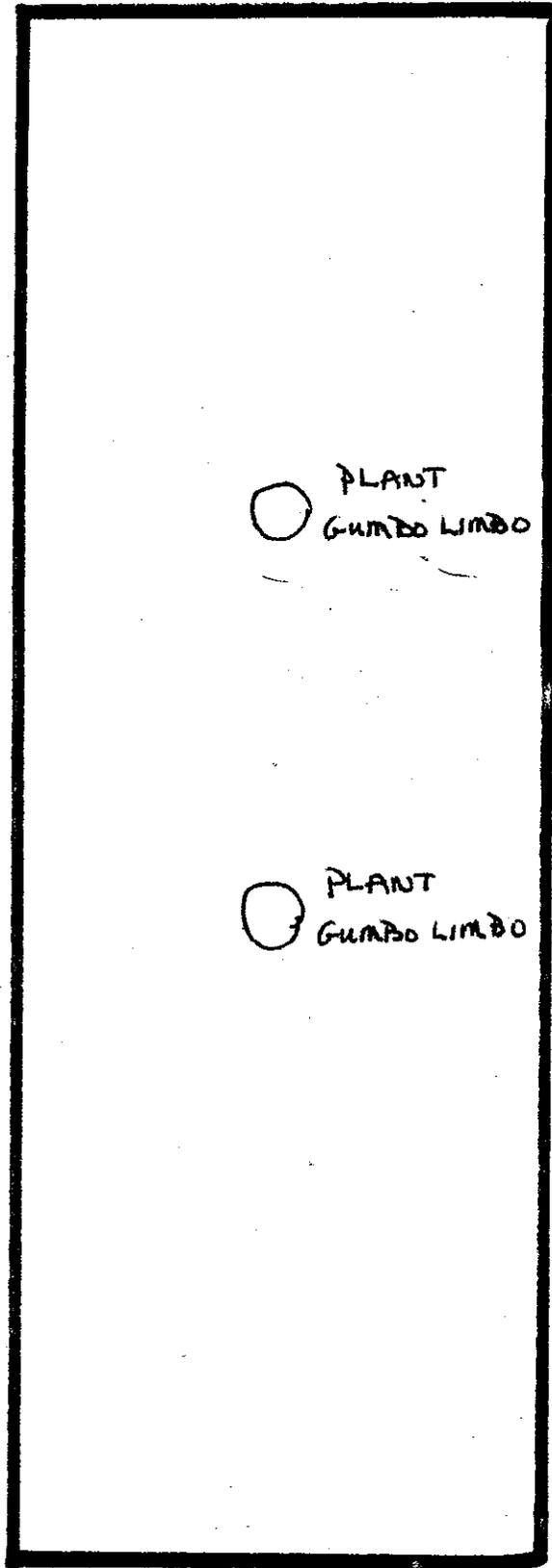
REMOVE MAHOGANY

DBH TRI-DOMINANT  
 12" STEMS  
 OAH 30'  
 CANOPY 20'

PLANT GUMBO LIMBO

5 Ave

5 Ave



PLANT 2 GUMBO LIMBO

119 ST

6 Ave

6 AVE

\* didn't plant

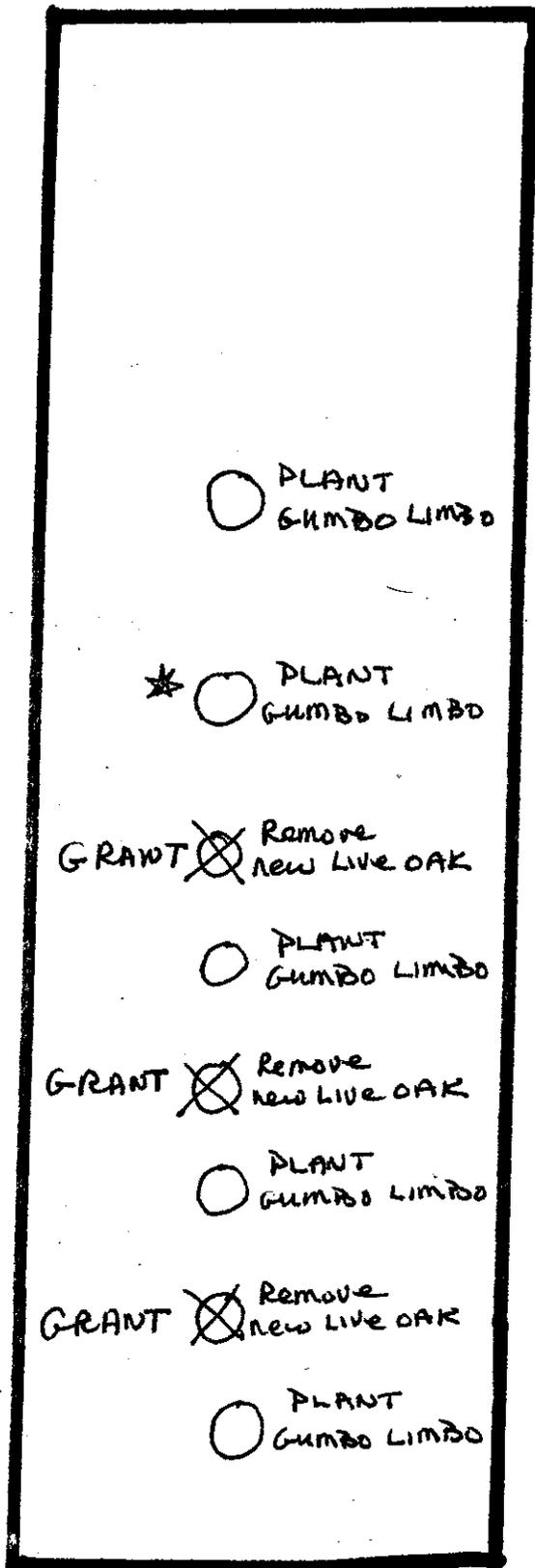
○ PLANT  
HONG KONG  
ORCHID  
(BAUHINIA  
BLAKEANA  
DUNN)

○ PLANT  
HONG KONG  
ORCHID

119 ST  
PLANT a HONG KONG ORCHID (BAUHINIA BLAKEANA DUNN)

7 AVE

7 Ave



Couldn't plant  
wines

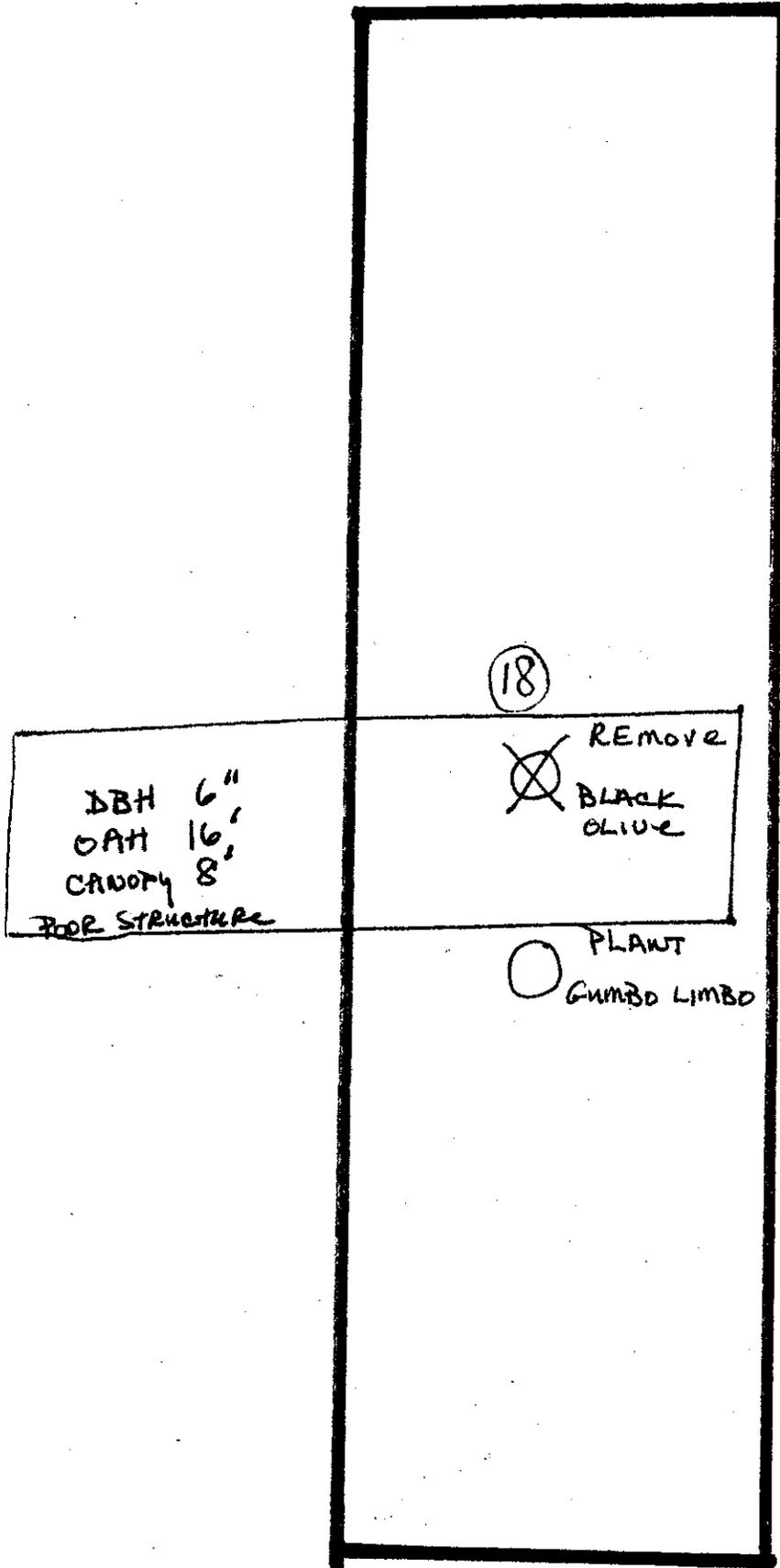
PLANT 5 GUMBO LIMBO

119 ST

Remove 3 new LIVE OAK - GRANT

8 Ave

8 Ave



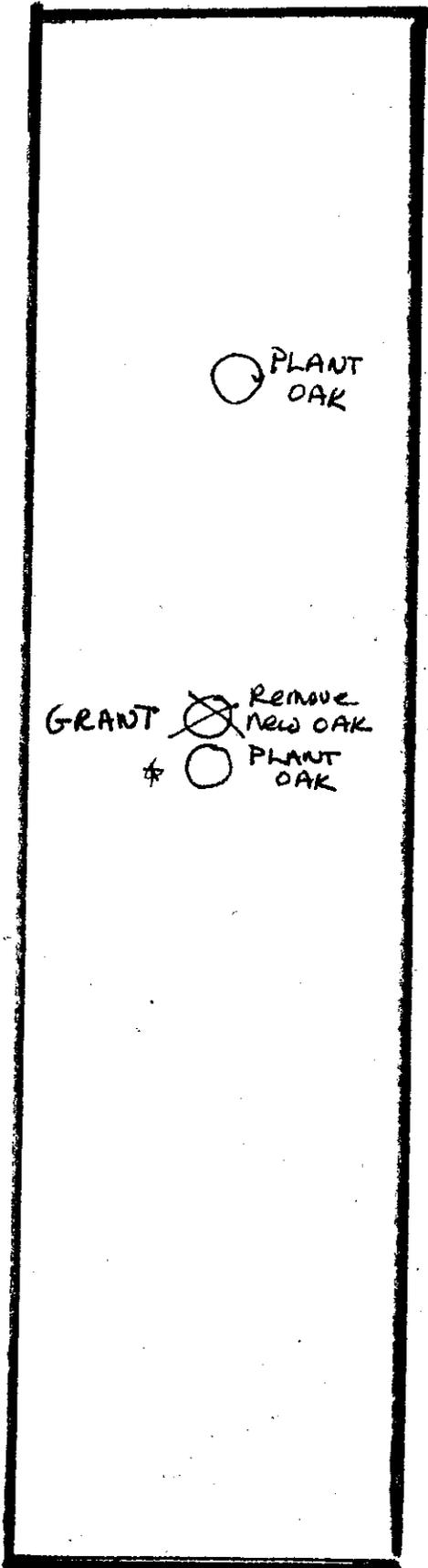
119 STREET

PLANT 1 GUMBO LIMBO

REMOVE 1 BLACK OLIVE

9 Ave

9 AVE



PLANT OAK

GRANT



REMOVE NEW OAK

\*



PLANT OAK

deduce plant

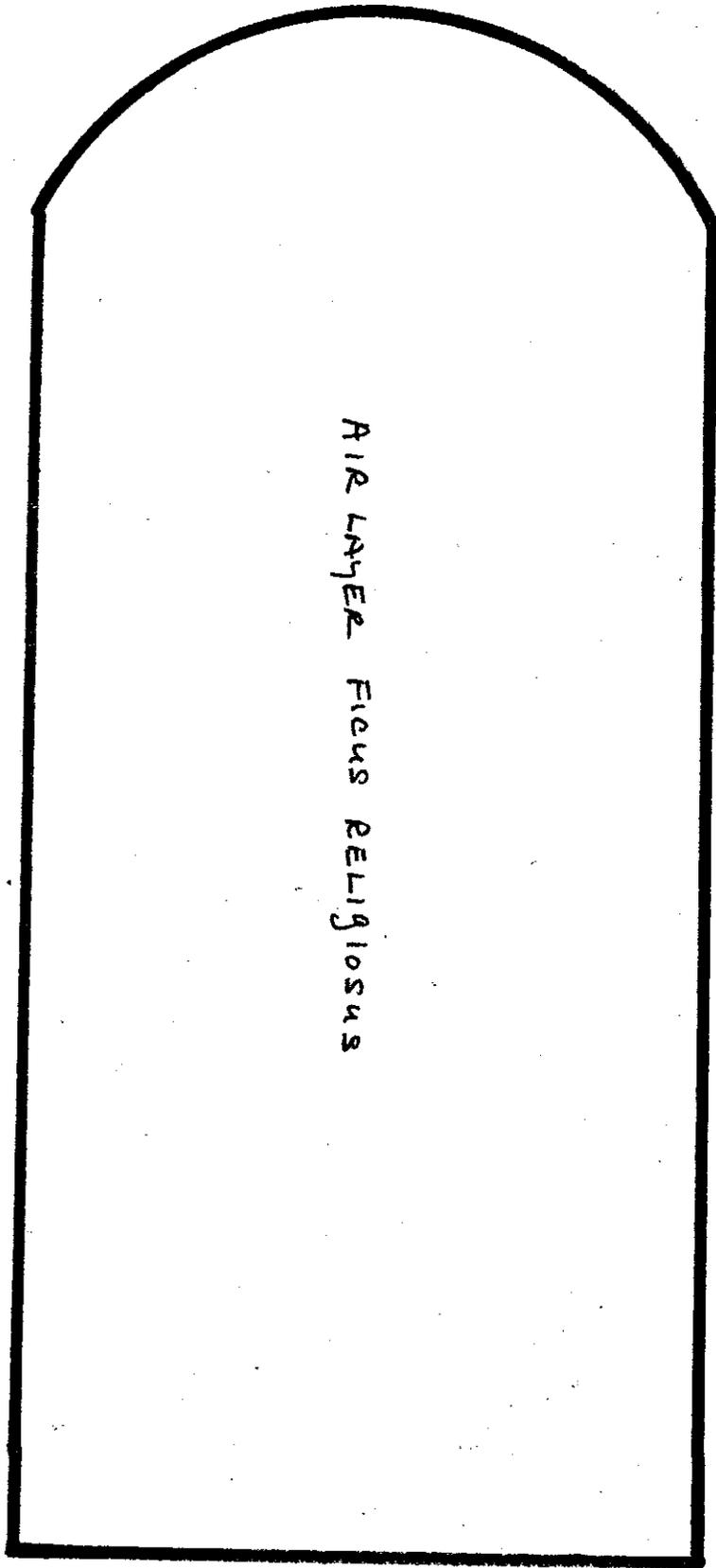
119 ST

PLANT 2 LIVE OAK

REMOVE 1 LIVE OAK (NEW) GRANT

10 AVE

West



AIR LAYER FICUS RELIGIOSA

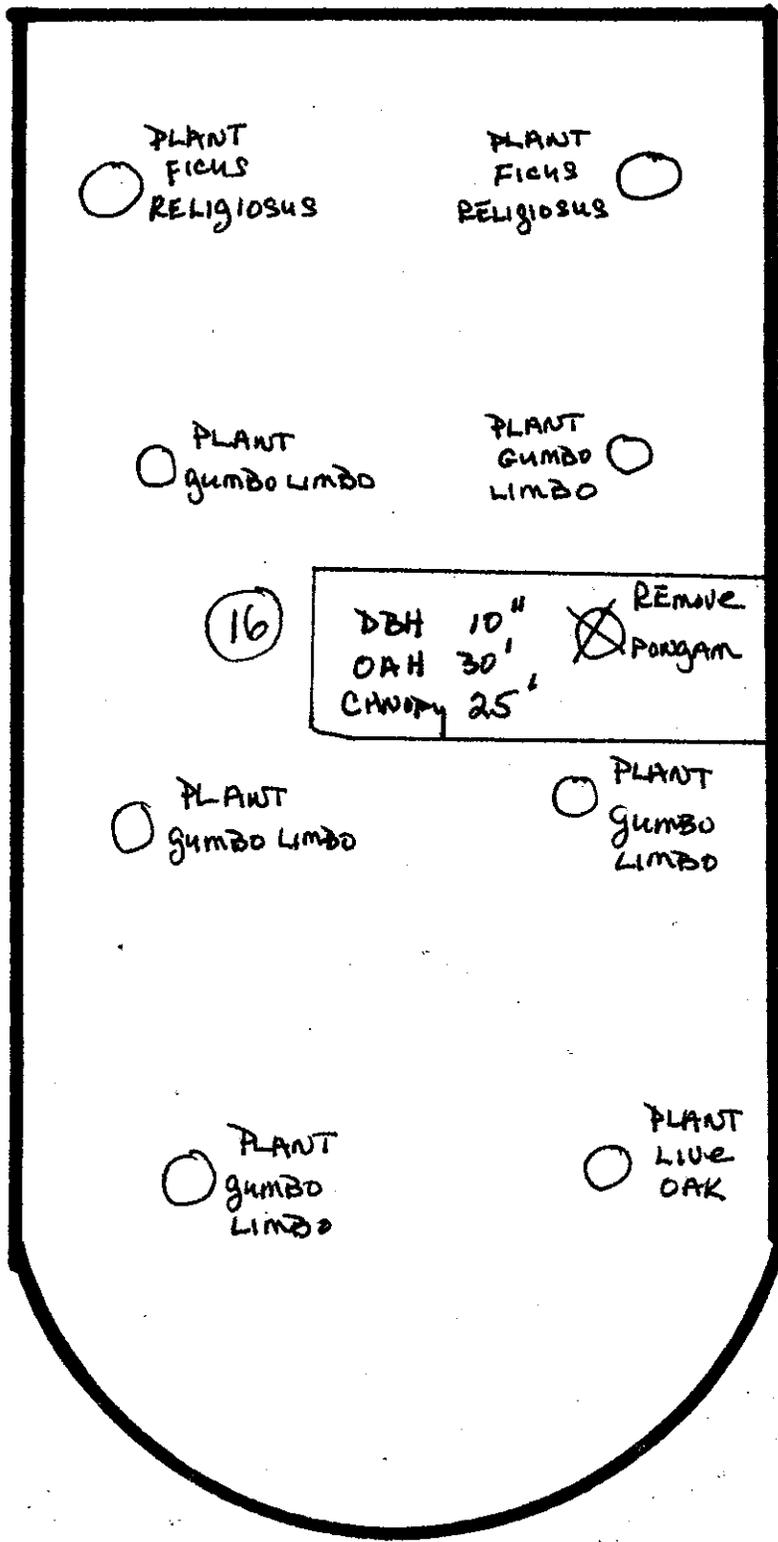
EAST

7 AVE

120  
~~119~~  
ST

7 AVE

WEST

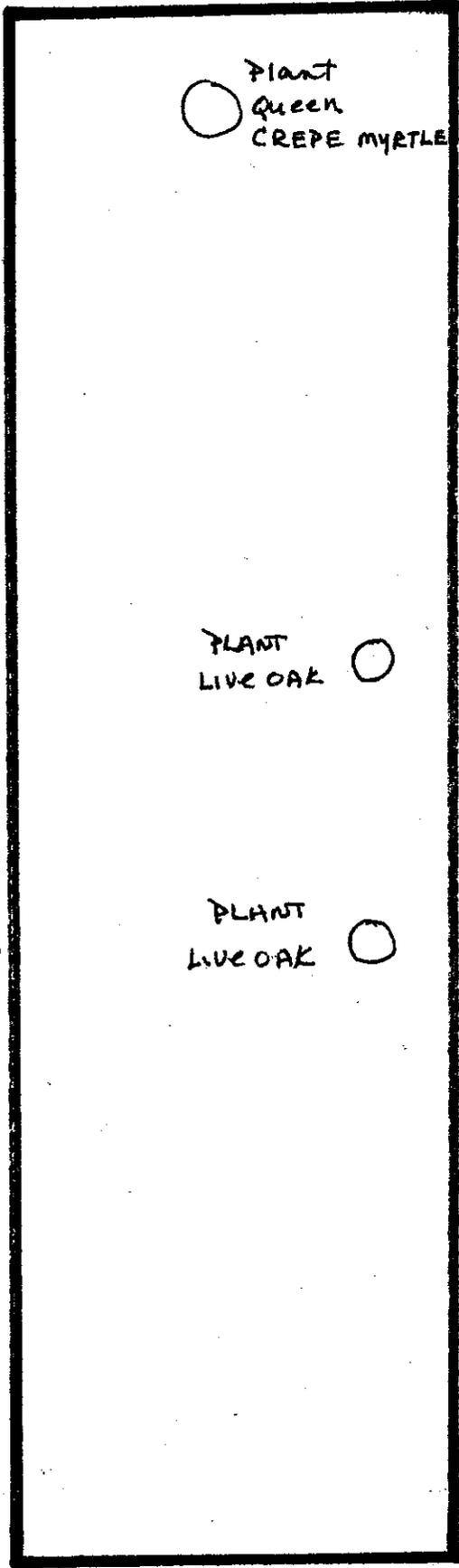


EAST

- PLANT 2 FICUS RELIGIOSUS
- 5 GUMBO LIMBO
- 1 LIVE OAK

120  
~~120~~ ST

8 Ave



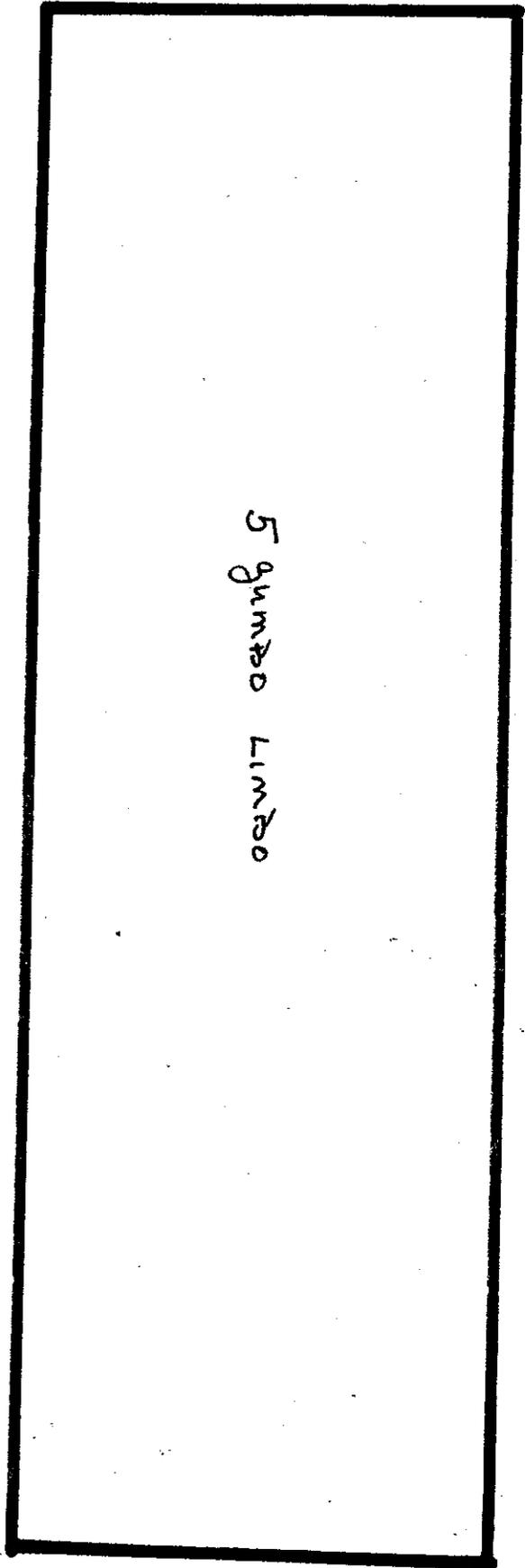
120 ST

PLANT 1 QUEEN CREPE MYRTLE

2 LIVE OAK

9 Ave

8 Ave

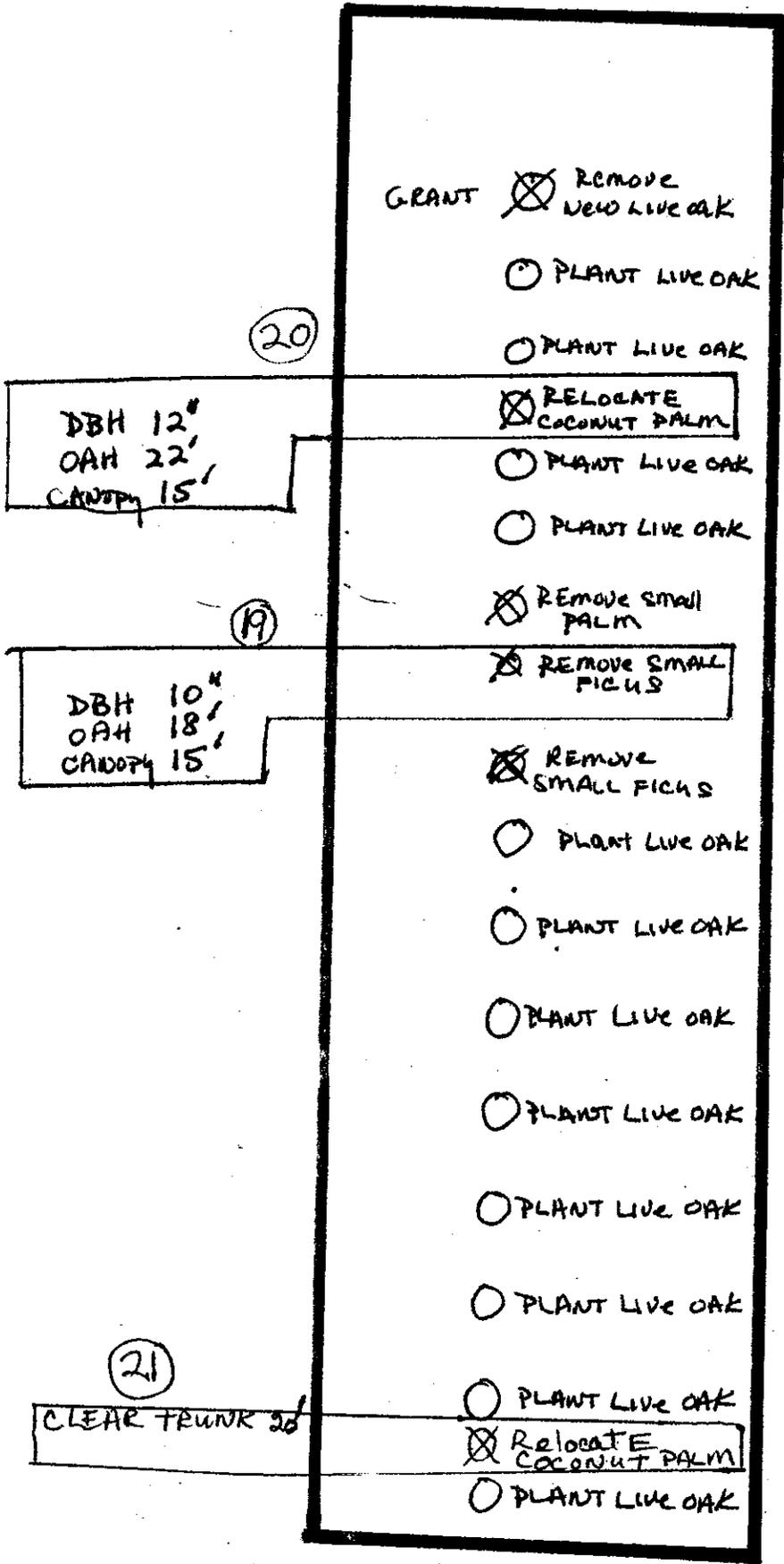


5 gumbao Limbo

121 ST

9 Ave

9 AVE



TRANSPLANT 1 COCONUT PALM

REMOVE 1 NEW LIVE OAK - GRANT

2 SMALL FIGS  
1 SMALL PALM

PLANT 12 LIVE OAK

121 ST

10 AVE

119 Street

5 Ave

Plant 5 Live Oak

4 gumbo

Remove 1 gumbo

1 Fig

2 Black olive

1 mango

1 Dracena

1 DOELFOK ISLAND PINE

1 OAK

○ PLANT GUMBO

○ PLANT GUMBO

○ PLANT OAK

⊗ Remove FIG

○ PLANT OAK

⊗ Remove BLACK OLIVE

⊗ ○ PLANT OAK

○ PLANT OAK

Couldn't plant wires

(22)

POOR STRUCTURE DBH 14" OAH 25' CANOPY 15'

PRIORITY Remove BLACK OLIVE

○ PLANT GUMBO

(23)

POOR STRUCTURE DBH 2.5" OAH 10' CANOPY 6'

○ PLANT GUMBO

⊗ Remove LIVE OAK

○ PLANT OAK

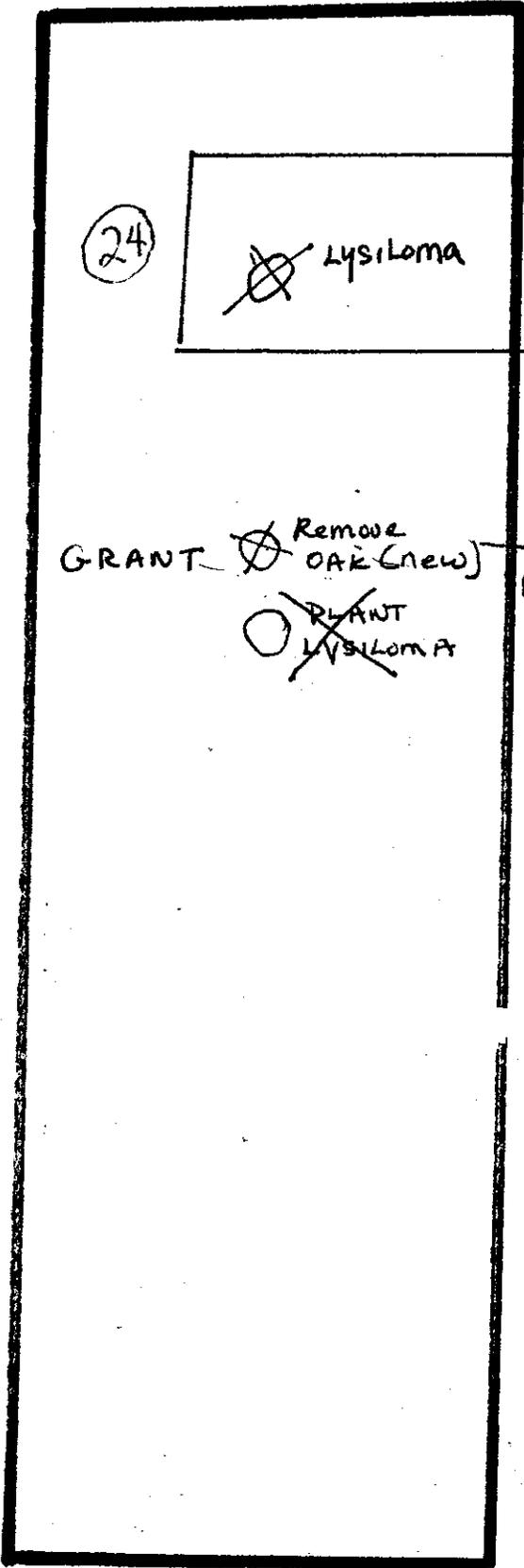
⊗ Remove Small Norfolk

⊗ Remove DRACENA

⊗ Remove Small MANGO

ISLAND PINE

121 STREET



24

~~X~~ Lysiloma

ADDITION TO LIST  
 DBH 14"  
 OAH 20'  
 CANOPY 10' W/CROWN

GRANT ~~X~~ Remove OAK (new) — did not Remove oak  
 O PLANT LYSILOMA

8 Ave  
 PLANT 1 LYSILOMA SABICUM  
 Remove 1 SILK OAK  
 1 LIVE OAK (new) - GRANT

111 ST

(25)

~~○~~ REMOVE SILK OAK

DBH 14" POOR  
OAH 30' STRUCTURE  
CANOPY 12'

did not plant

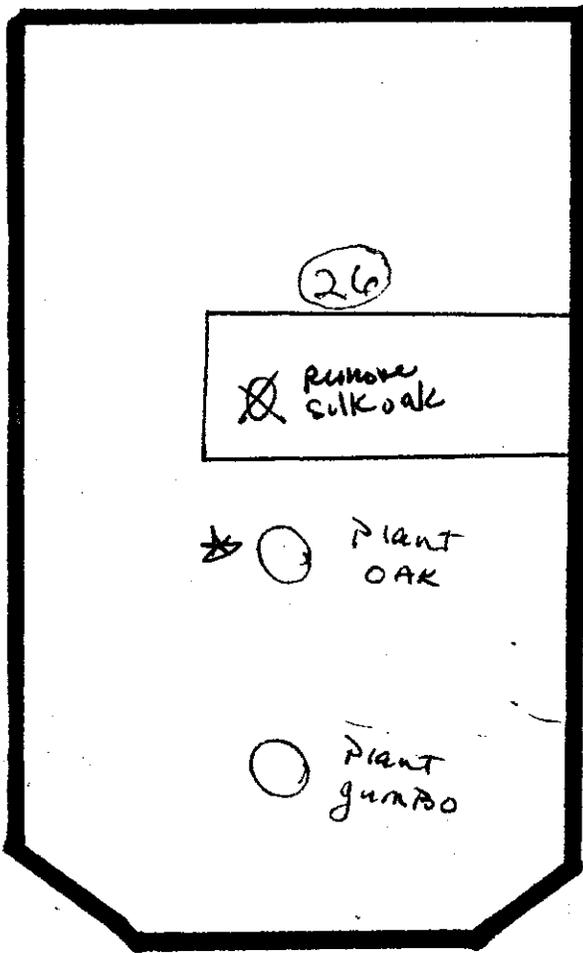
\* ○ PLANT LIVE OAK

○ PLANT GUMBO LIMBO

8 AVE

REMOVE 1 SILK OAK  
PLANT 1 LIVE OAK  
1 GUMBO LIMBO

112 ST



didn't plant wires

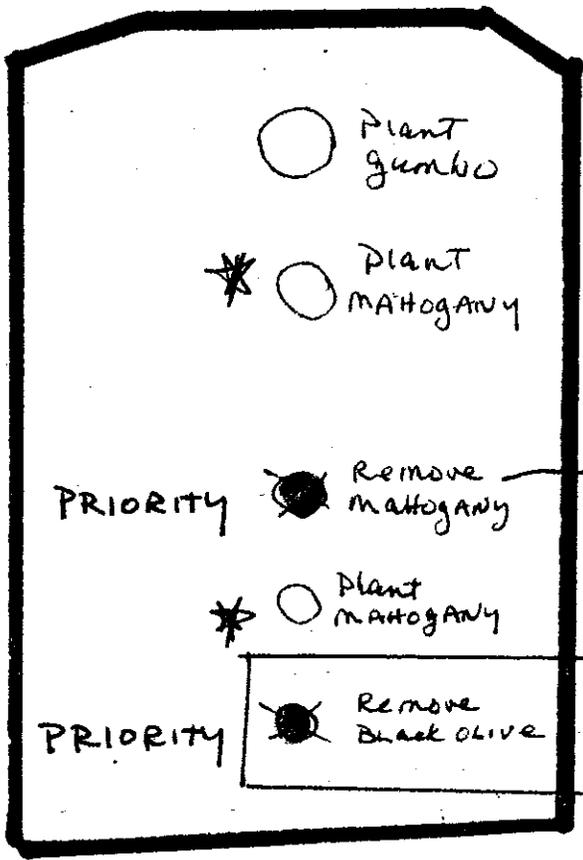
26  
 Remove silk oak

\* Plant OAK

Plant gumbo

DBH 10" POOR  
 OAH 18' STRUCTURE  
 CANOPY 10'

8 AVE  
 Plant 1 OAK  
 2 gumbo Limbo  
 2 MAHOGANY  
 Remove 1 MAHOGANY  
 1 Black Olive



didn't plant wires

didn't plant

PRIORITY Remove MAHOGANY

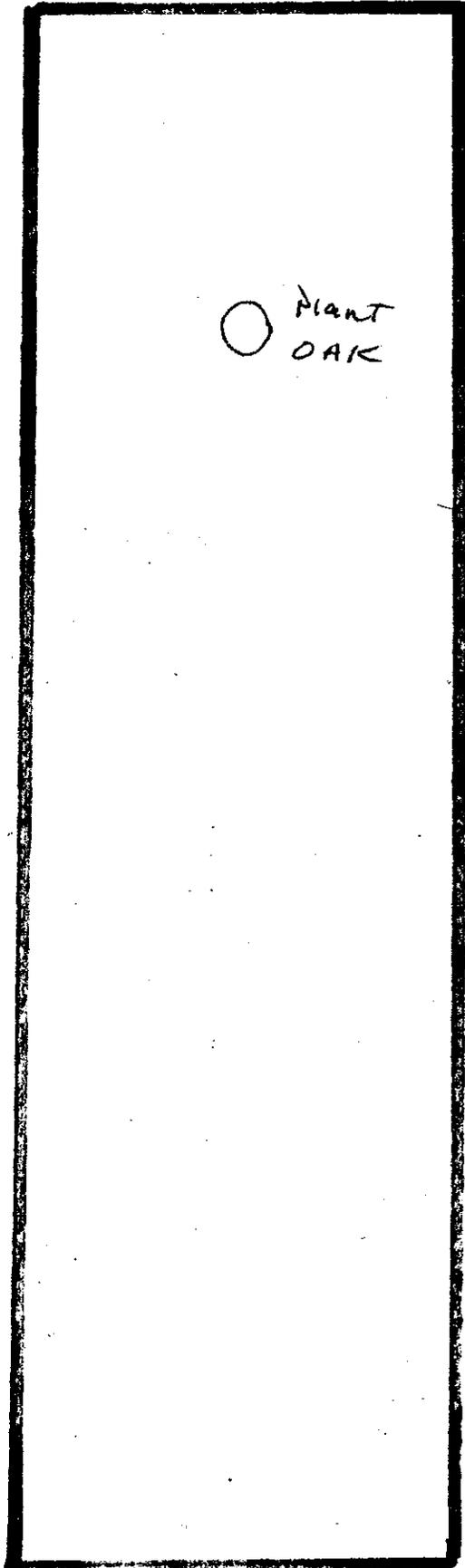
\* Plant MAHOGANY

PRIORITY Remove Black Olive

Don't Remove

27  
 DBH 8" POOR  
 OAH 18' STRUCTURE  
 CANOPY 15'

113 St



○ Plant  
OAK

Plant 1 Live Oak

8 Ave

114 STREET

didn't plant wires

\* ○ PLANT OAK

○ PLANT LYSLOMA

(27A)

DBH	14"
CAH	18'
CHAMPY	18'

○ REMOVE BLACK OLIVE

TRANSPLANT 1 COCONUT PALM

REMOVE 1 Black Olive

1 Poinciana

1 Lysiloma

Plant 3 Live Oak

8 Ave

○ PLANT POINCIANA

(28)

● TRANSPLANT COCONUT PALM

CLEAR TRUNK 28'

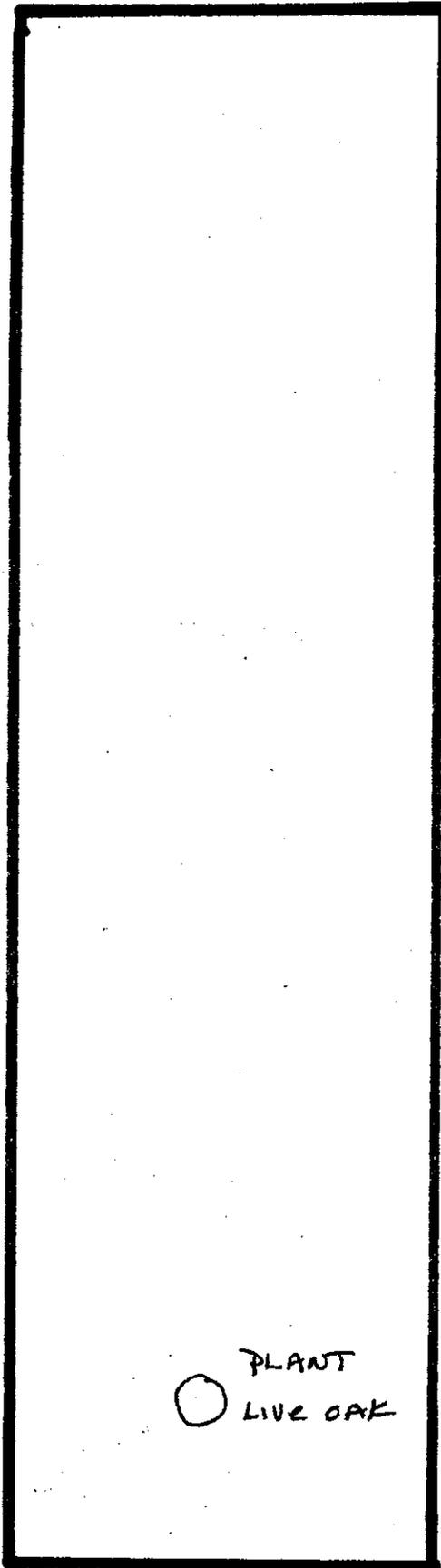
○ PLANT OAK

didn't plant wires

\* ○ PLANT OAK

115 STREET

115 ST



PLANT

1 LIVE OAK

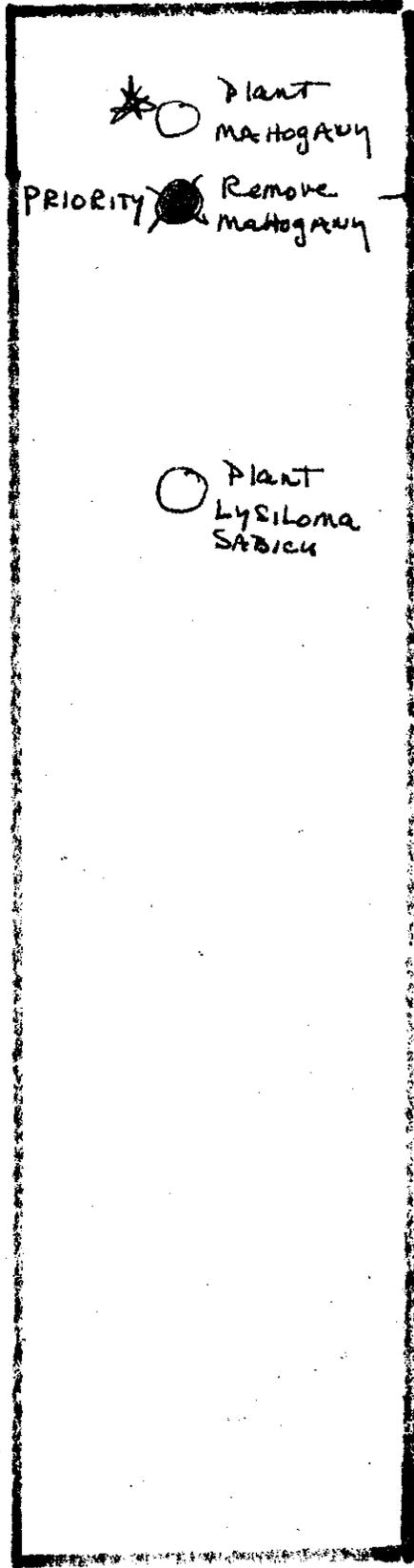
8 Ave

○ PLANT  
LIVE OAK

116 ST

117 ST

didn't plant  
wires



DON'T REMOVE

8 Ave

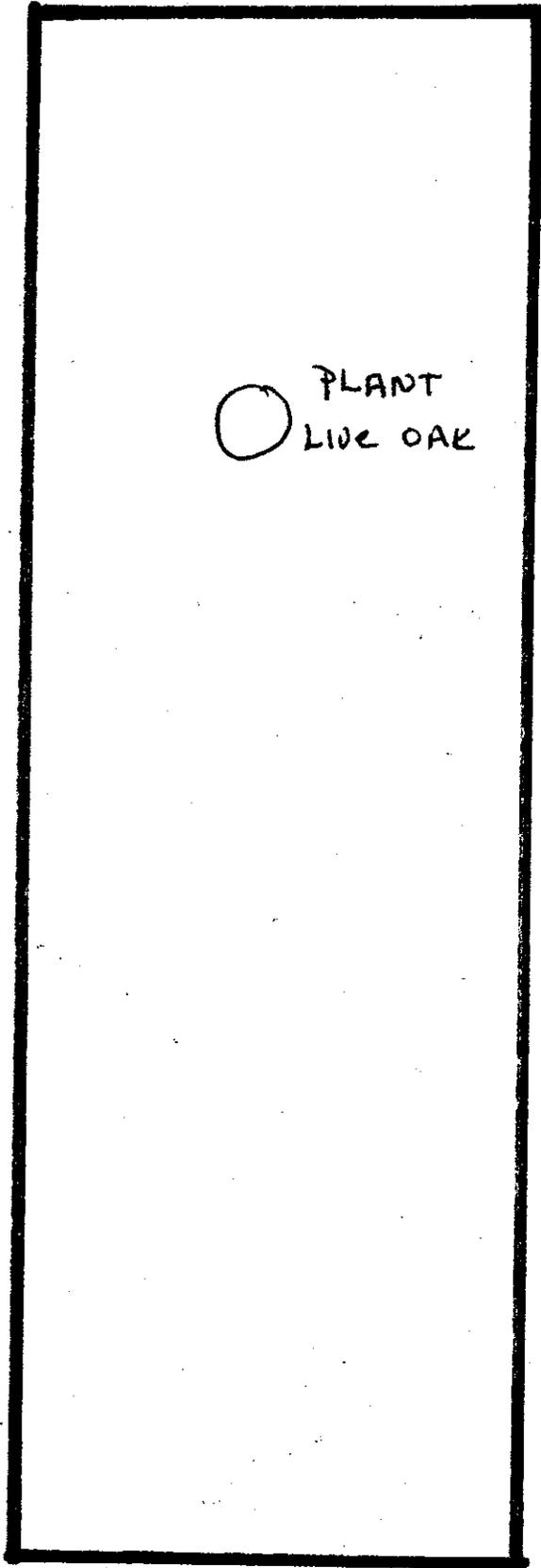
Plant 1 MATOGAYU

1 LYSILOMA SABICH

Remove 1 MATOGAYU

15.911

118 ST



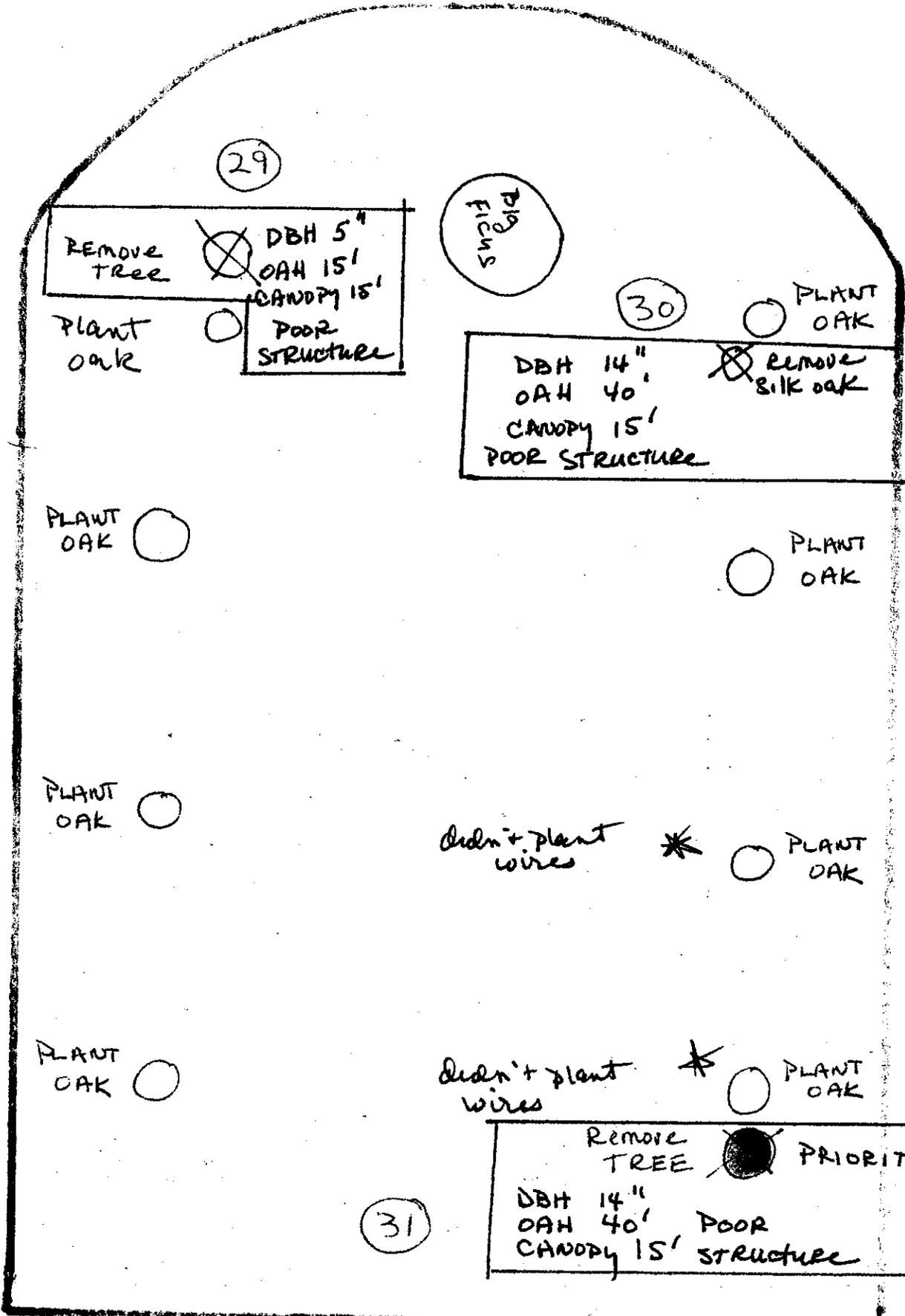
○ PLANT  
LIVE OAK

didn't plant yet

PLANT 1 LIVE OAK  
8 AVE

119 ST

SOUTH



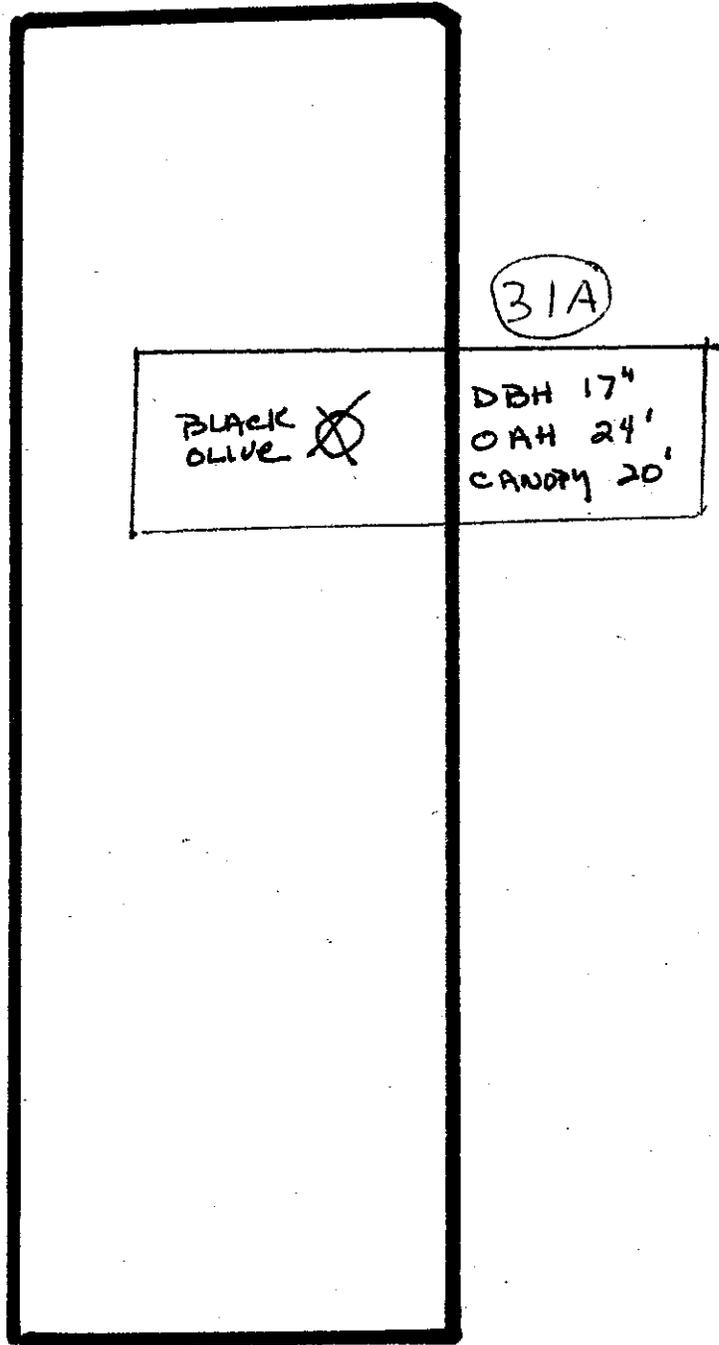
8 CT

PLANT 8 LIVE OAK  
Remove 2 TREES

(31)

113 ST

ADDITION  
TO  
LIST



31A

8<sup>th</sup> COURT

115 ST

109 ST

\* Did not plant Any yet

PLANT OAK ○

PLANT OAK ○

PLANT OAK ○

PLANT SHADY LADY ○

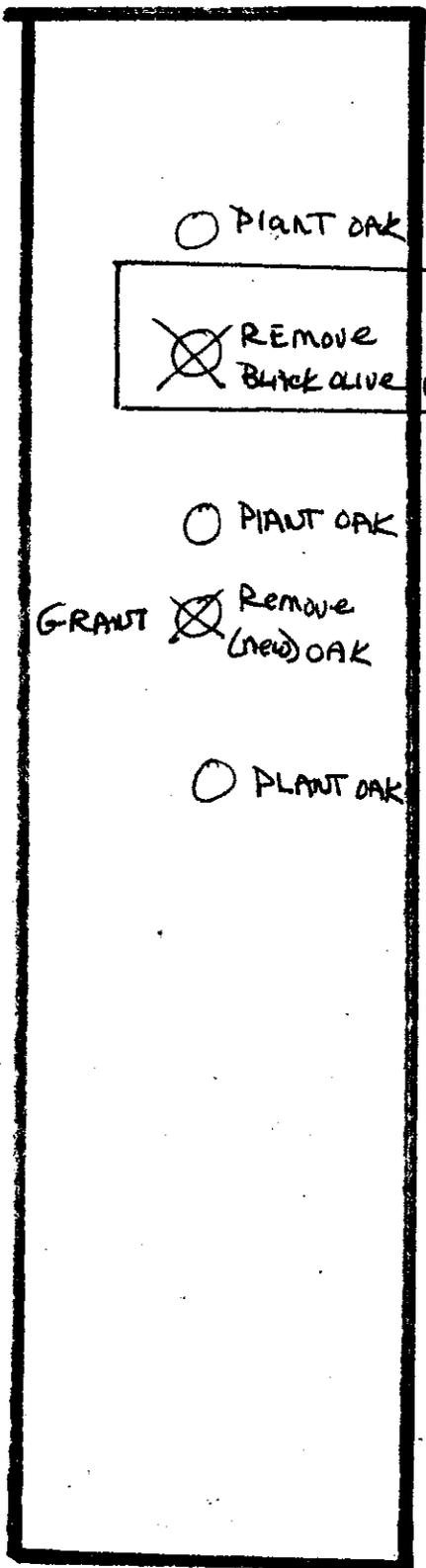
PLANT SHADY LADY (BLACK OLIVE) ○

8 CT

PLANT 3 LIVE OAK

2 SHADY LADY

NORTH



○ PLANT OAK

32

~~○~~ REMOVE BLACK OLIVE  
 DBH 8" POOR  
 OAH 18' STRUCTURE  
 CANOPY 15

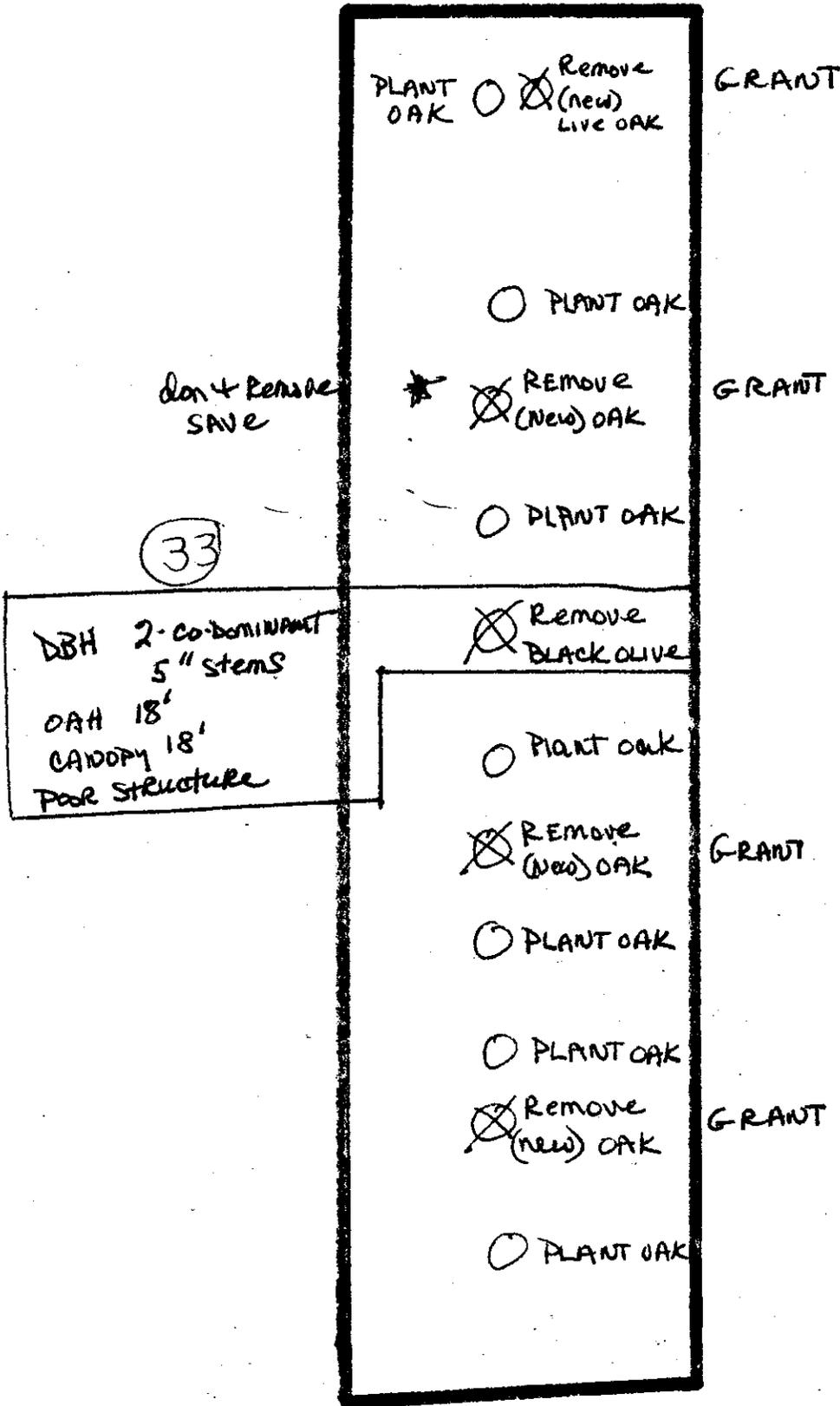
○ PLANT OAK

GRANT ~~○~~ REMOVE (NEW) OAK

○ PLANT OAK

PLANT 3 LIVE OAK  
 REMOVE 1 BLACK OLIVE  
 1 (NEW) OAK - GRANT

10 ARE



DBH 2-co-DOMINANT  
5" stems  
OAH 18'  
CANOPY 18'  
POOR STRUCTURE

33

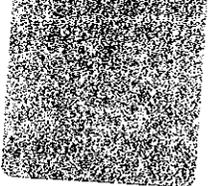
10 AVE

PLANT 7 LIVE OAK

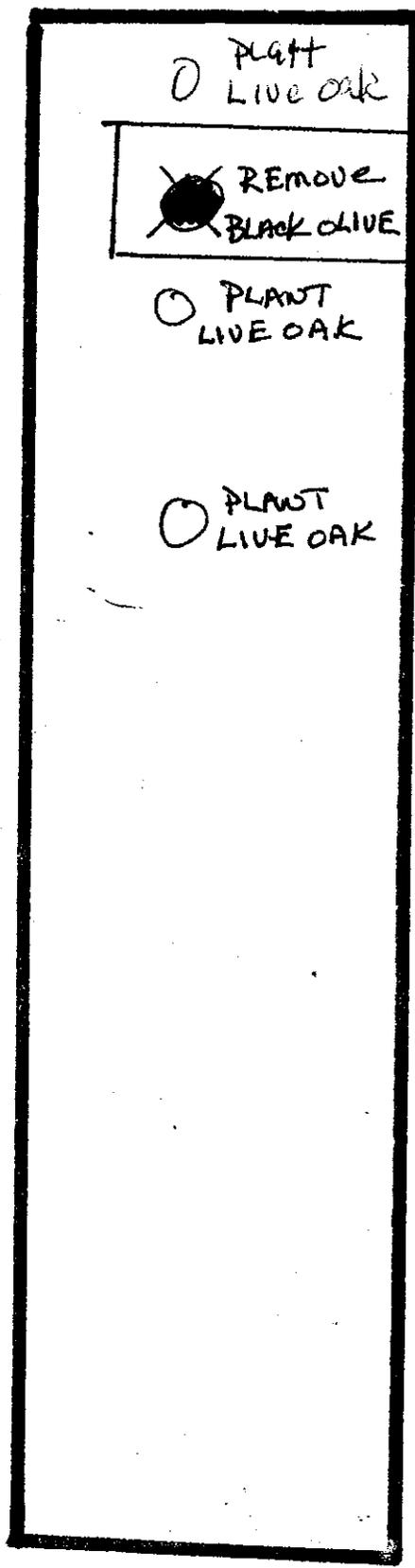
Remove 4 (new) Live oak

1 BLACK OLIVE

114 ST



PRIORITY



(34)

DBH 14"  
 OAH 25' POOR  
 CANOPY 25' STRUCTURE

10 AVE

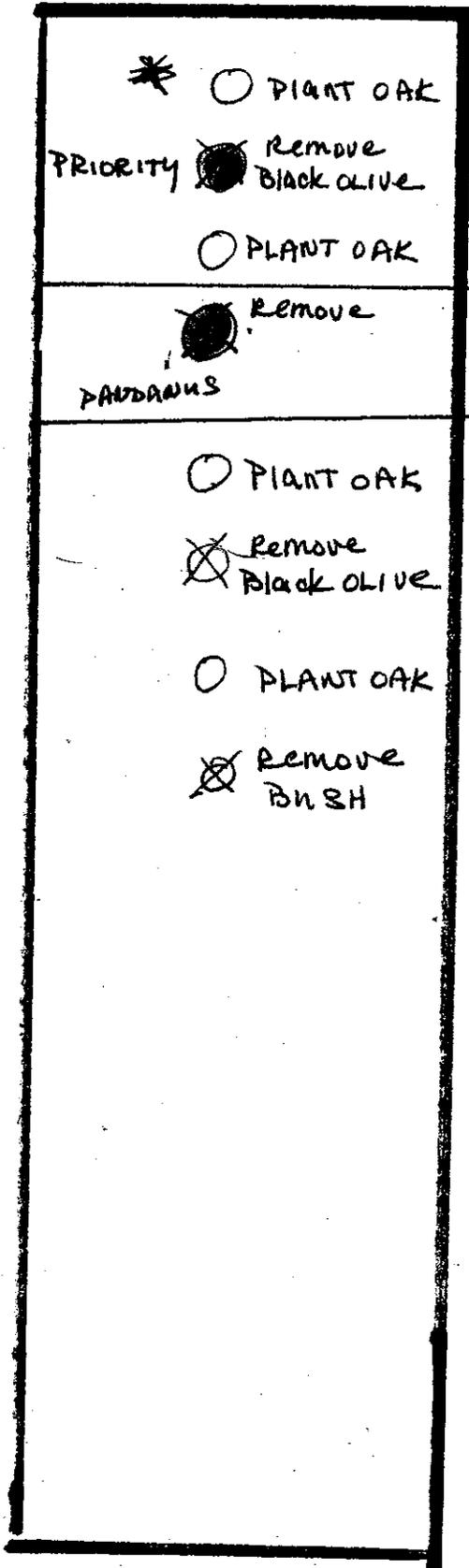
PLANT 2 LIVE OAK

REMOVE 1 BLACK OLIVE

113 ST

11 5 ST

couldn't plant  
w/rees



5 stem  
OAK 10'

35

10 AVE

PIANT 4 LIVE OAK

Remove 2 BLACK OLIVE

2 BUSH

○ PLANT OAK

~~○~~ Remove  
Black OLIVE

○ PLANT OAK

~~○~~ Remove  
BUSH

114 ST

119 ST

couldn't plant  
WIRES

~~\*~~ ○ PLANT OAK

~~⊗~~ MOVE DOG  
WASTE CAN

○ PLANT OAK

36

DBH 6"  
OAH 18'  
CANOPY 15'  
POOR STRUCTURE

~~⊗~~ REMOVE  
BLACK OLIVE

REMOVE 1 BLACK OLIVE

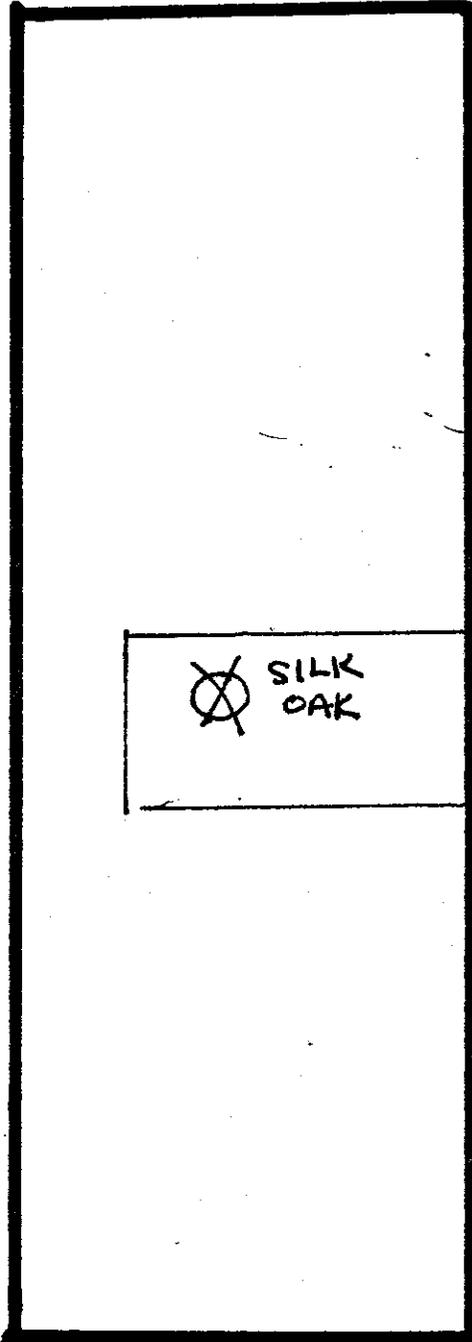
PLANT 2 LIVE OAK

10 AVENUE

15 8 11

120 STREET

ADDITION  
TO  
LIST

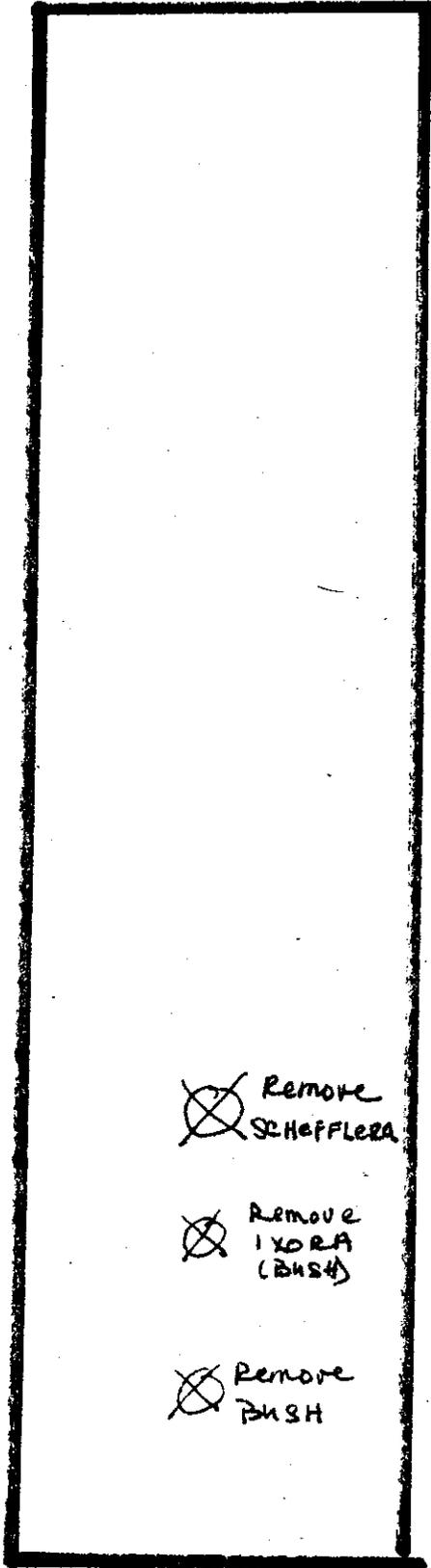


37

10 AVENUE

119 STREET

116 ST



10 ARE  
Remove 1 Schefflera  
& Bush

~~Remove~~  
SCHEFFLERA

~~Remove~~  
LYDRA  
(BUSH)

~~Remove~~  
BUSH

15 LII