



Village of Biscayne Park

Commission Agenda Report

Village Commission Meeting Date: January 6, 2015

Subject: Acceptance of Board Minutes

Prepared By: Maria C. Camara, Village Clerk

Sponsored By: Staff

Background

The Board Minutes as listed below are being provided for the Commission's review and acceptance. If the minutes provided have not yet been approved by the board, they are noted as DRAFT.

Staff Recommendation

Acceptance at Consent

Attachments

- Planning & Zoning Board - November 3, 2014 (Resubmit)
- Charter Review Advisory Board - December 11, 2014 - DRAFT
- Recreation Advisory Board - August 27, 2014 - DRAFT
- Biscayne Park Foundation - October 14, 2014 - DRAFT
- Parks & Parkway Advisory Board - November 19, 2014 - DRAFT
- Ecology Board - November 17, 2014 - DRAFT
- Public Art Advisory Board - November 12, 2014
- Planning & Zoning Board - December 1, 2014
- Planning & Zoning Board - December 15, 2015 - DRAFT
- Code Compliance Board - December 16, 2014 - DRAFT
- Public Art Advisory Board - December 10, 2014 - DRAFT



PLANNING &
ZONING BOARD

Gage Hartung
Chairman

Andrew Olis
Vice Chairman

Carl Bickel
Elizabeth Hornbuckle
Doug Tannehill

Alternate
Mario Rumiano

MINUTES

PLANNING & ZONING BOARD MEETING

Ed Burke Recreation Center

11400 NE 9th Court – Biscayne Park, FL

Monday, November 3rd, 2014 at 6:30pm

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m.

2. ROLL CALL

Gage Hartung – Chair Member – present
Andrew Olis - Vice Chair – present
Carl Bickel – Board Member – present
Elizabeth Hornbuckle – Board Member – present
Doug Tannehill – Board Member – present
Shanesa Mykoo, Krishan Manners and Sal Annese – Staff attendance – present

3. ADDITIONS, DELETIONS OR WITHDRAWALS TO ORDER OF BUSINESS

4. APPROVAL OF MINUTES

October 20th, 2014

Motion by A. Olis, seconded by E. Hornbuckle and approved 5-0

5. PAINT PERMITS

None

6. BUILDING PERMITS

- a. BP 11211 LLC – 11211 NE 8th Ct – Reroof
Motion by A. Olis, seconded by e. Hornbuckle and approved 5-0
- b. Stebenne – 11605 Griffing Blvd – Hurricane windows
Motion by A. Olis, seconded by D. Tannehill and approved 5-0
- c. Viper BP4 LLC – 1009 NE 117th St – Driveway and fence
Driveway – Motion by D. Tannehill, seconded by A. Olis and approved 5-0
Fence – Motion by D. Tannehill, seconded by C. Bickel and approved 5-0
- d. Sweetland Real Estate – 10706 NE 9th Ave – Bedroom addition / windows
Motion by A. Olis, seconded by D. Tannehill and approved 5-0
- e. Church of Resurrection – 11173 Griffing Blvd – New flat roof
Motion by A. Olis, seconded by D. Tannehill and approved 5-0
- f. Emerson – 12015-17 NE 12th Ave – Backyard fence
Motion by A. Olis, seconded by c. Bickel and approved 5-0
- g. Perez – 11920 NE 11th Pl – Remove garage door
Motion by D. Tannehill, seconded by A. Olis and approved 5-0
- h. Sciancalepore – 781 NE 112th St – Install windows and doors
Motion by E. Hornbuckle, seconded by C. Bickel and approved 5-0
- i. Pantesco – 11701 NE 8th Ave – New pool and deck
Motion by A. Olis, seconded by E. Hornbuckle and approved 5-0
- j. Hart – 11001 NE 9th Ct – New pool and deck
-withdraw permit
- k. Zoeller – 12004 NE 8th Ave – install windows
Motion by A. Olis, seconded by D. Tannehill and approved 5-0



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7. Administrative Variance

None

8. Variance

- a. Alonso – 825 NE 113th St – Pool Variance
Motion by A. Olis, seconded by E. Hornbuckle and approved 5-0

9. Adjournment

This meeting was adjourned at 7: 15 p.m.

The next meetings of the Planning & Zoning Board are Monday, November 17th, 2014 and Monday, December 1st, 2014

Minutes approved on: _____

(Date)

By: _____

Gage Hartung, Chair Planning & Zoning Board



Jenny Johnson-Sardella

Chair

David Goehl

Vice Chair

Dale Blanton

Ramon Irizarri

Dan Keys

Brian McNoldy

Vicki Smith-Bilt

MINUTES

Charter Review Advisory Board

Ed Burke Recreation Center - 11400 NE 9th Court

Biscayne Park, FL 33161

Thursday, December 11, 2014 at 7:00pm

1 Call to Order

Village Clerk Maria Camara called the meeting to order at 7:01pm.

2 Roll Call

Dale Blanton - present

David Goehl - present

Ramon Irizarri - present

Jenny Johnson-Sardella - present

Dan Keys - present

Brian McNoldy - present

Vicki Smith-Bilt - present

Present from staff:

Village Clerk Maria C. Camara

In attendance:

Mayor David Coviello

Village Manager Heidi Shafran

Public Services Manager Krishan Manners

3 Presentations

Clerk Camara advised the Board that Attorney Hearn was unable to attend the meeting, and introduced the Mayor, Village Manager and Public Services Manager to the Board.

4 New Business

- 4.a Following an introduction by each board member, the Board selected Jenny Johnson-Sardella as the Chair and David Goehl as the Vice-Chair

4.b The Board selected the 2nd and 4th Thursday as their regular meeting dates at 7:00pm. The meetings for January are January 8th and January 22nd.

A motion was made by Board Member Irizarri to end each meeting at 9:00pm and it was seconded by Vice Chair Goehl. All in favor 7/0.

4.c Charter review process

There was consensus from the Board to invite the Commission and Village Manager to the next meeting to provide each an opportunity to present to the Board what areas of the Charter they are looking for review. Followed by input from residents. This meeting will be scheduled for January 8th and will be included in a flyer that is delivered to all residents.

There was consensus from the Board that the Village Attorney should attend all meetings.

5 **Adjournment**

Motion made by Board Member Keys to adjourn and it was seconded by Board Member Irizarri. All in favor 7/0.

The meeting was adjourned at 7:45:pm

Board approved on _____.

Attest:

Jenny Johnson-Sardella, Chair

Maria C. Camara, Village Clerk



RECREATION
ADVISORY BOARD

Dan Samaria
Chairman

Noah Jacobs
Charly McDonald
Walter Pettis

MINUTES
RECREATION ADVISORY BOARD
Ed Burke Recreation Center, 11400 NE 9th Court
Wed. August 27, 2014 at 7:00PM

1. CALL TO ORDER

The meeting was called to order at 7:10 p.m.

2. ROLL CALL

Walter Pettis, Dan Samaria, Noah Jacobs

3. ADDITIONS, DELETIONS OR WITHDRAWALS TO ORDER OF BUSINESS

Dan thanked Rosemary Weiss for her gift of a small cotton candy machine for the Rec. Board. Also asked the board if we can reimburse her for it. It was second by Walter and was approved 3-0. 5e. Resignation of Manny Espinosa as a board member, add 5i. Refrigerator for rec. center, add 8a. Work on the Halloween event, 8b. Event in September in reference to the health and fun walk.

4. APPROVAL OF MINUTES

Before the minutes would be approved the City Manager wanted part of the minutes to be refuted, after a long discussion a motion was made to strike 5e by Walter and was second by Jacobs. It passed 2-1 with Dan saying no.

5. NEW BUSINESS

a. Dan welcomed new board member former Mayor Noah Jacobs to the board and reminded the board that he could be a great help for the board.

b. Dan also introduce the board to the new Parks and Recreation Director Shelecia Barkley who replaced Issa. Ms. Barkley informed the board of her back ground: she is from Coral Springs with her 3 year tenure, she has a bachelors and master's degree in sports and recreation management and then done many community based internships with Miami Dade parks and recreation; also worked with the Utah Salt Lake City parks and recreation department as well.

c. There was a discussion of new park rules and regulations for the Rec. Center. Shelecia informed the board that the new rules were not in place yet. She was currently going through the Miami Dade rules. Heidi informed the board the rules need to be uniform and signage need to be uniform for the proper enforcement



by staff and law enforcement. And asked the board to table it till sept. Jacobs suggested that she should look at other counties for best practices. Dan asked aren't there regulations about how this limits outsiders access to this equipment because we get money from the state? Heidi , we are looking at standardizing the rules for all use to formalize and professionalize all the rules; next step will be, we are not looking at any restrictions of use based on color, creed, height, weight, etc. Dan ok does that have to do with the cameras and lights? Heidi just the upkeep of the rec. center. Dan made a motion and second by Walter and approved 3-0 to move it to Sept. meeting.

d. Dan reminded the board that a resident at our last "Meet the Residents" had an idea with our future fundraiser that we have fitness machines outside around the rec. center, but it was coming up as too much money, so they made a suggestion that we buy a piece at a time. Some of the suggestion was that: bolted down, weather proof, Rec. Board would work with the foundation, Dan give some examples, placed around the outside of the rec. center, Dan also brought up ideals for placement: how much could the board raise that about \$200.00 an event, discussion of fundraising limitations on the rec. board, also that the board work with the administration on events not just on rec. board events, don't know how much it would cost, no timeframe, the whole package might be \$30,000.00, hoping to work the foundation to raise the money,

e. Dan discussed with the board an ideal that was also brought up by a resident Rosemary Weiss. She gave dan the name of a caller for a square dance to be held at the rec. center. The board thought it was a good idea and we would look into it.

f. Dan discussed with the board the 9/11 commemoration which will be held sat. Sept 13 from 7-8p.m. dan asked the board and village to help improve attendance for the event. Since it was short notice dan expected it to be for residents only, hoping for a bigger turnout for next year, the board was informed by the city manager that the village staff are limited so it would be harder to support, they will publicized by email and on the village website, the board will try to have a color guard, possibly a film. A motion for the event with a color guard with a color guard to honor the memory of 9/11 on Sept. 13, from 7-8p.m was made by Jacobs and was second by Walter and passed 3-0. The board also discussed selling hot dogs and popcorn at the event as a fundraising opportunity. Jacobs asked the Manager for specific language regarding fundraising for board Manager agrees to do this. Dan informed Jacobs that the commission already did that. The manager suggests that a board member comes to public comment at the sept. 9 commission meeting to ask for fundraising for the event.



g. Dan brought up what happened at the last “Meet the Residents” especially from the new board member that we had 19 residents who attended, and that it was catered by dan’s company Creepy Critters Pest Control and foundation DASK Children Foundation and we had \$89.00 in donations for the Rec. Center. Dan has informed the board the next “Meet the Residents” would be held Sept. 23 at our next meeting.

i. The board honored Rosemary Weiss for helping to clean and organize the Rec. Center which was left a mess under Issa’s watch.

j. Dan read the letter from Manny Espinosa resignation which read: I will not be attending tonight’s meeting, I’m extremely busy at the business and will continue for the rest of 2014. Please find someone who can replace me. Sorry but I have to set up priorities at this time.

k. Rosemary Weiss purchased a new cotton candy out of her pocket and Dan wanted the board to reimburse her for the money. A motion was by Jacobs to reimburse her the full amount of \$53.72 it was second by Walter passed 3-0.

j. Dan asked the board if they can support the idea of the rec. board buy the Rec. center a new refrigerator because it was damaged because the administration was putting a lock on it and there was a problem when they tried to put it they drilled into the door of it and damaged it. A motion that the board set aside \$500.00 if the administration cannot find anyone to donate one. The reason for that amount Jacobs reminded the board that there are other numerous other items on the radar for the rec. center as popcorn machine, exercise equipment. He asked can we split the cost with the village as they have the ability to raise necessary funds. The manager reminded that the village was holding about \$1,000.00 for the rec. board and that it had to be used by Sept 30, or it goes into the general fund of the village. Dan informed the manager that is not true that last year was asked the village for the money to be made out to the Foundation and they would put it into our acct. over there and that we don’t have to rush to spend it. The manager said she confirm with the finance director whether this would be allowed this year or would it cause an audit exception. The board also discussed Can we reach out to others to donate? Last year rec. board was allowed to roll money that was held by the village to the Foundation and there should be no reason why we can’t do that now. Jacobs we should find some way that the commission should allow boards to do more fundraising. He also said that he will send out email in 10 days and he will send a draft of email to the board and the Manager. The manager says he cannot do that it would be a violation of sunshine. He reminded her it would not, a motion was made by Jacobs that if the village is unable to secure a donation of a refrigerator by the 12



of Sept., the rec. board would work towards purchasing one for the rec. center up to the dollar amount of \$500.00. It was second by Walter and passed by 3-0.

6. OLD BUSINESS

a. A report was given by Rec. Center director in ref. to Garbage can enclosure project. She informed the board that the staff will work on it, she hopes to be done by next meeting or she will update the board.

7. PUBLIC COMMENT

None

8. FUTURE CALENDAR OF EVENTS

a. The Rec. Director informed the board will be held Friday the 31 of Oct. along with the board's Children Safety Day will be held the say day. The board talked about: preparations for children safety day in getting vendors and sponsors. The board also talked about the haunted house which will be held at the rec. center. The Children Safety would be from 4-5:30 p.m., with the whole event is from 4-7:30 p.m. The Village now was the Haunted house for the children to be for older children 10-12. The board didn't think that we should the ages that we had in the past. Some of the events might include bounce house, scavenger hunt 5:30-7:30 p.m. Jacobs moves to support the schedule, with changes as necessary, second by Walter passed by 3-0.

b. There was a discussion in ref. to the Fun run and health expo held by the Village. We will try to get possible vendors, smoothies, healthy foods. The event starts at 8:30 and run concludes 11 or 12. And that there is Pancake fundraiser for one of the residents Jasmine of Biscayne Park. The event is to try to raise money to get her a wheelchair the target is \$3,000. To 5,000.00. The village is allowing her to have the rec. center free of charge. Before we were to end the meeting, Dan hopes that the board members would be able to attend the events and help the village in any way they can. Jacobs also hope that we will have block parties and encourage residents to get involved as a community event. The board agreed.

9. Future Fund Raising

9a. Dan asked the other members to come up with new ideas

8. ANNOUNCEMENTS / SCHEDULE OF NEXT MEETING – The next meeting of the Recreation Advisory Board is **Tues. 23, 2014**, at 7:00PM.

9. ADJOURNMENT

Before we adjourned Dan informed the board that there was food and drinks sponsored by his Company Creepy Critters Pest Control and DASK Children Foundation. A motion was made at 8:27p.m by Walter and was second by Patrick passed 3-0.



Village of Biscayne Park

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www.BiscayneparkFoundation.org

BISCAYNE PARK FOUNDATION MINUTES

Tuesday, October 14, 2014 at 7:00PM
Ed Burke Recreation Center
11400 NE 9th Court Biscayne Park, FL 33161

Board Members

President
Supreme Dorvil

Vice president
Jorge Marinoni

Treasurer
Joe Chao

Secretary
Marie Smith

Sylvia Linke

Dorvil called the meeting to order 7:06 p.m.

Roll Call: Board members: Supreme Dorvil, Joe Chao, Jorge Marinoni, Linke Sylvia. Absent: Marie Smith

Approval of Minutes September 22, 2014: Motion by Jorge Marinoni, seconded by Joe Chao, Motion passed.

Treasurer's Report: Treasurer's report presented by Joe Chao.

Approval of Treasurer's Report: Motion by Supreme Dorvil seconded by Jorge Marinoni. Motion passed.

Old Business:

Food and Tunes: We decided on a Food and Tunes event for next January 17th 2015

Oktoberfest: Sylvia updated us on the Oktoberfest event to be held at her house on Saturday October 18th. She is expecting at least 70 people. Sylvia will get a disk jockey and an open mike for a stand up comedian. Sylvia will cook most of the authentic German food. Sylvia will rent a Porta-Potty for the event. Joe Chao will bring the wine left over from the Wine and Food tasting events. Sylvia will get a couple of Kegs of German beer and some bottles of special German beer. Joe Chao informed us that we need to pull a permit with the City and that he will forward the application to Sylvia via email. Sylvia and Jorge talked to Krishan Manners, the Public Services Manager about securing tables and chairs for the event. Sylvia is paying for the event out of pocket but wants to get the money the day of the event from the funds taken at the gate. She will provide all necessary receipts to support her expenses. The board agreed to this.

Foundation Shirts: Joe Chao talked about the final T-Shirt design and it was agreed on a red color for the musical note, with the T-Shirt in Black and the design and lettering in white.

Car/motorcycle Show: Joe Chao talked about the Car and Motorcycle show to be held on Dec 20th. We discussed the possibility of parking the cars on 9th Ave but decided against it due to traffic and safety. Sylvia proposed selling "gingerbread men" during the event to get extra funds.

Meeting Adjourned at 8:03 p.m.

Next meeting December 8th @ 7:00 p.m. 2014.

Minutes approved by the Board on _____.

Supreme Dorvil, President

Marie Smith, Secretary



PARKS &
PARKWAY
ADVISORY BOARD

Dan Keys
Chairman

Barbara Kuhl
Robert Moreno
Robert Silverman
Randy Wagoner

Alternate
Lynn Fischer

MINUTES
PARKS & PARKWAY ADVISORY BOARD
Ed Burke Recreation Center 11400 NE 9th Court
Wednesday, November 19, 2014 at 6:00 PM

1. CALL TO ORDER AND ROLL CALL – Barbara Kuhl, Robert Silverman, , Dan Keys and Lynn Fischer were present; Robert Moreno and Randy Wagoner were absent. Krishan Manners represented Staff.
2. AGENDA ADDITIONS AND DELETIONS – Mahogany tree planting recommendation – Lynn Fischer
3. PUBLIC COMMENT (PERMITTED FOR EACH AGENDA ITEM) -
None
4. APPROVAL OF MINUTES – The Board unanimously approved the minutes of 10.29.2014 with the correction that by Barbara Kuhl stating that here comments regarding the Million Orchid project were not that the project was not correct for the Village, but that the benefits of the project might not be available for 2 years.
5. OLD BUSINESS
 - A. VILLAGE STAFF REPORT
 1. **General median maintenance** – Krishan Manners advised that the Village had received a new “Scag” mower for the and I t was now being used to mow the medians.

The Board advised that it would like to see better maintenance on the NE 6th Avenue corridor. The green island ficus hedge needs to be trained to encourage tighter growth and to differentiate it from the other plant material in the planting. It should be trimmed down so that there is a clear difference in the height compared to the other plant material and so that there is a delineation between the plants. Missing plants should be replaced as they are damaged or die out.

2. **Tree removal and tree trimming issues** – Mr. Keys advised that he had met with the Village staff and the tree trimming contractor and that a path forward was unclear. The services of a Certified Arborist might be needed. It was also suggested that Mr. Manners contact Mark Torok, the state forester in charge of our grant to see if he could assist in working up a trimming plan for this project.



The Board asked Mr. Manners what the status of the tree removal permits previously obtained by the Village was, stating that they might be expired. He advised that he would check. A suggestion was made that Mr. Sosa Cruz might be contacted for information regarding the pending grants and projects that were in the works prior to his leaving the employ of the Village.

3. **Athletic field turf maintenance** – No news.

4. **Athletic field irrigation system maintenance** – The irrigation pump motor had been rewound and is now back in operation. Some new heads have been installed as replacements, but it is unknown if these were replacing damaged heads or heads that had already been slated for replacement because they were not correctly specified. Krishan advised that he would check and advise.

5. **Highway Beautification Grant Proposal made for median of NE 6th Ave** – work is in the planning stages.

6. **Sixth Ave. Bridge Grant** – Dan Keys reported that he had worked with staff to mark out the plants on the East side of the bridge and that the plan was to install them in the very near future. One of the Sabal palms on the East side is dead.

7. **Continued discussion of landscape planning for 121 Street @ NE 10 Ave, 10th Ave. median and all entrances along 121 Street and at NE 107 Street at the railroad tracks** – Related to entrance signage recommendation made by the Board – see below.

8. **Discussion of path forward for design and construction of secondary entrance signage related to grant funding** – The sign grant had been approved by the Commission, but there was no knowledge of what it said regarding how the money could be used, specifically related to whether some of the funds could be used to produce in part a design concept as previously proposed by the Board. Barbara Kuhl mentioned that Village funds should be considered for the augmentation of the median design process if the grant did not in the end permit such expenditure. The Board agreed.

Staff had assumed that the sketch of a sign design presented by Mr. Keys at the last meeting was the Boards recommendation for actually moving forward. The fact that this was only to be considered as one thought for the development of a sign, was reiterated.

The Board reiterated its recommendation made at two previous meetings, that a Landscape Architect be hired to work with the Village to



design a signage system and to produce a flexible framework for landscaping all of the medians in the Village.

B. Million Orchid Project of Fairchild Garden – Barbara Kuhl advised that she had looked into the project further and that she had learned that plants might not be available for dissemination for another 2 – 3 years. She further suggested that the Village try and start this project on its own. Discussion took place and a motion was made and passed to authorize a sub committee of Barbara Kuhl, Robert Silverman and Lynn Fischer to gather further information on the technical aspects of installing and growing the orchids in the trees of the Village and to generally move the project forward. Bob Silverman advised that he had a friend that might be able to assist with information.

C. New proposed swale ordinance – The Board discussed the Village commission's decision to move forward with the first reading of this Ordinance in spite of this Boards request that it have further review. In the absence of that opportunity the Board moved and approved a motion to forward the following issues for consideration:

- The Ordinance needs definitions of off street and on street parking.
- Define "Swale".
- There is no Variance process and one should be considered.
- Several sections as indicated below have approval requirements with no proposed processes. Processes should be defined.
- The impact on future FEMA funding related to how we deal with trees on the right of way of the Village should be investigated.
- Who will decides if proposals subject to Section 5.3.2 are adherent to the Miami-Dade County Public Works Manual? Is a Village permit required? Can the Village deny on other grounds? Is the (d) section here intended to require the installation of sidewalks? Under what circumstances can the Village require sidewalk installation?
- Related to Section 5.3.4 - Second sentence of (a) should be worded to better to indicate "where" the objects belonging to the Village are located; If all non-conforming constructions and landscaping in the Right of Way are Village property, does the Village accept liability for these as of the date of enactment? If so, why would it?; "Grass" needs to be defined – bamboo is a grass as is sugar cane; The section on dome makers needs to be compared with the requirements of the Miami-Dade County code, which supersedes our code; Re mailboxes – this section will cause a situation to exist such that the mail carriers will drive onto the swale to deliver mail. This will cause ruts adjacent to mail boxes. Consider not permitting on the right of way; 5.3.4 (e) should be worded not as ""restrictions ..." but shall indicate that the things to follow are the exception to the rule that nothing be planted or constructed unless specifically permitted; the



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language regarding intrusions of plant material into other zones should ensure that the intruding plant not intrude into the ground space or into the airspace above the adjacent zone; What is the criteria for what is an approved tree, or is one to assume that any proposed tree is OK? Who is authorized to issue the permit for tree planting? Will a restrictive covenant and insurance be required? The wording of the mulch section is confusing. What is really meant by “red” mulch?: Consider a shorter space for the visitor parking on the right of way – a Ford explorer is only 15” long. This section also is inadequate to describe the situations where this space is required and where not – what is the impact of existing driveways on this element? Is a permit required to establish this area such that it does not violate the triangle of visibility required later? Shouldn’t this section be a separate ON STREET PARKING SECTION?; Section (f) – again, how do driveways impact this determination? Can the Village require removal of existing non conforming situations? Can Village require certain maintenance, i.e. repaving, sealing, leveling. What are the residents responsibilities regarding maintenance of the right of way for hazards? How about restrictive covenants regarding driveway or other parking surfaces on the Swale? Section (g) – how about removal of improved elements on the swale (decorative driveways or parking areas made necessary for utility construction)?; (h) – Who decides what trees will get Village permits for removal? Process, appeal?; (i) what happens is non conforming plants in the Low Zone intrude above 3 feet in a triangle of visibility? Shouldn’t removal be required? What process will be undertaken to identify and document existing conditions to be removed or to remain grandfathered in?; (j) weak section – no reference to hazards or maintenance of paved surfaces or keeping gravel areas weed free, etc.; Statements such as “qualified tree trimming company and or arborist are meaningless as to ensuring that the person is qualified. Using “Certified Arborist” is meaningful as there is a nationally recognized training and certification program for this designation. Also, any trimming should require a permit from the Village and the Village should have authority over the specification (extent) of the trimming that is done. The Miami Dade County Code should be consulted as to the requirements for tree trimming – at a minimum the related ANSI Standards should be referenced specifically.

- 5.3.5 – Attorney should review to ensure that the Pubic Right of Way is difficult to get through a vacation process.
- An alternate triangle of visibility of 15’ should be considered for situations where a sidewalk exists in order to mitigate unnecessarily impact to resident properties. See Coral Gables City Code Section 16 -2.



- The terms Cross Visibility and Clear Visibility are both used. Are they the same thing?
- In stating that parking is not permitted in the triangle of visibility, the Village takes on the responsibility to enforce this requirement. Is the will present to indeed enforce the code? Again as stated earlier, is a permit for visitor parking required to ensure compliance with this visibility issue?;
- 5.5 – When are sidewalks required or permitted? Who is required to maintain?
- 5.6 – Needs to be evaluated as to current Florida Statutes. There are grandfather provisions in this section which conflicts with 5.9, which gives one year for compliance.
- Soil should also be included under the statement of what is never considered an approved surface.
- Item (a) - many driveways of mixed materials which have been recently installed and which seem to be nice, would be disallowed. Why? Also, some people may not want to improve the right of way with an expensive driveway surface that might be subject to removal for installation of utilities. Asphalt or other approved surface should be allowed.
- Item (c) – Driveways and “parking” areas
- Item (d) – What is intended by this requirement? Consolidation of the material. An aesthetic consideration of some sort? Gravel driveways should not be required to have permanent borders, as this is likely to not be any more effective at retaining the gravel than is the simple weight and depth of the material. A border adds considerable cost for little benefit. A statement of maintenance (keeping weed free, replenishing the gravel, keeping the gravel within intended bounds, periodically leveling the gravel surface) would be more effective at giving the Village a tool to manage aesthetics.
- Item (e) – Road Rock is not defined (neither is gravel for that matter). Gravel should be defined, as a loose material not intended for compaction (like road rock). Consideration of gravel as being a material not to exceed ½ inch in diameter is advised. Consider permitting the village to have a list of approved gravels for driveways.
- Item (f) related to the swale, which is not related to Off-Street parking.
- 5.9 – does the Village have the will to implement a program of compliance? Should there be any statements of the process to do this so as to compel the administration to act?

The Parks and Parkways Board remains available for any further discussions of this Ordinance, the basic tenants of which were developed in tandem with the Code Review Board with the hope that it would have been brought back to us in draft form prior to submission to the Commission.



The Village of Biscayne Park

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6. NEW BUSINESS

A. MAHOGANY TREES FOR THE SOUTH SIDE OF NE 107 STREET – Lynn Fischer asked if the Village could be asked about the possibility of planting Mahogany trees on the South side of 107 street as had been discussed previously. This would balance the planting on the North side that the Village had installed.

NEXT MEETING DATE – TBD

ADJOURNMENT – the meeting adjourned at approximately 8 PM.

Minutes of November 19, 2014 were approved on _____

By: _____
Dan Keys, Chair



ECOLOGY BOARD

Carmen DeBernardi
Chair

Karla Gottlieb
Tom Pliske
Marie Smith
Richie Strassberg

Alternate
Luca Bronzi

MINUTES
Ecology Board
Ed Burke Recreation Center
11400 NE 9th Court, Biscayne Park, FL

November 17, 2014

1. Call to Order at 6:40 pm
2. Roll Call: Present were Tom Pliske, Richie Strassberg, Karla Gottlieb and Carmen De Bernardi
3. Approval of Minutes from the September 15, 2014 meeting.
4. Old Business
 - a. Tom Pliske will check into native plant sale taking place on 12/20/14.
 - b. Canal cleanup will be scheduled sometime in February or March 2015. There was a short discussion about contacting the Urban Paradise Guild for use of their boats.
 - c. E-waste event with STS Florida Electronic Recycling will be put off until the first part of 2015
5. Public Comments
None
6. Announcements
The next meeting of the Ecology Board will be on Monday, December 15, 2014 at 6:30 pm at the Ed Burke Recreation Center.
7. Adjournment

The meeting was adjourned at 6:42p.m.



The Village of Biscayne Park

640 NE 114th St., Biscayne Park, FL 33161
Telephone: 305-899-8000 Facsimile: 305 891 7241

Minutes approved by: _____

On this _____ day of _____, 2014.



PUBLIC ART
ADVISORY BOARD

Veronica Fascie
Karen Marinoni
Larry Newberry
Susan Weiss

**MINUTES
PUBLIC ART ADVISORY BOARD
Ed Burke Recreation Center, 11400 NE 9th Ct., Biscayne Park, FL
Wednesday, November 12, 2014 at 6:00PM**

1. CALL TO ORDER AND ROLL CALL – The meeting was called to order at 6:03pm. Present were board members Larry Newberry, Karen Marinoni and Susan Weiss. Veronica Fascie was absent. Also present was Village Clerk Maria Camara and Public Services Manager Krishan Manners.
2. AGENDA ADDITIONS AND DELETIONS - None
3. PUBLIC COMMENT (PERMITTED FOR EACH AGENDA ITEM) - None
4. APPROVAL OF MINUTES - Karen Marinoni makes a motion to approve the minutes of September 10th and it was seconded by S. Weiss. All in favor. Motion carries 3-0.
5. OLD BUSINESS –
 - a. At the WinterFest event on Saturday, December 20th, the Public Art Advisory Board looks to have a table to display a kinetic sculpture and possibly a donation box for Biscayne Park public art.
 - b. The next Village newsletter is February 2015. Public Art Advisory Board will have article/photos.
 - c. Public Art Advisory Board will provide information for the Village website.
6. NEW BUSINESS –
 - a. Susan Weiss provided the idea of adding “art markers” at dog stations throughout the Village. Will bring drawings/sketches for next meeting.
 - b. Susan Weiss provided idea of topiaries throughout the Village. Will bring ideas for next meeting.
 - c. Board will work with Parks & Parkway for Village signage. Public Services Manager Krishan Manners provided an example of signage discussed at Parks & Parkway, metal work made with water-jet cut. Larry Newberry makes a motion to support the signage idea from the Parks & Parkway Advisory Board. It is seconded by Susan Weiss. All in favor. Motion carries 3-0.



The Village of Biscayne Park

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7. NEXT MEETING DATE – Wednesday, December 10, 2014 at 6:00pm.
 8. ADJOURNMENT – Meeting was adjourned at 6:35pm.
-

Minutes approved on _____
(Date)

By: _____



PLANNING &
ZONING BOARD

Gage Hartung
Chairman

Andrew Olis
Vice Chairman

Carl Bickel
Elizabeth Hornbuckle
Doug Tannehill

Alternate
Mario Rumiano

MINUTES

PLANNING & ZONING BOARD MEETING

Ed Burke Recreation Center

11400 NE 9th Court – Biscayne Park, FL

Monday, December 1st, 2014 at 6:30pm

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m.

2. ROLL CALL

Gage Hartung – Chair Member – present
Andrew Olis – Vice Chair – present
Carl Bickel – Board Member – absent
Elizabeth Hornbuckle - Board Member – present
Doug Tannehill – Board Member – present
Shanesa Mykoo and Sal Annese – Staff attendance – present

3. ADDITIONS, DELETIONS OR WITHDRAWALS TO ORDER OF BUSINESS

None

4. APPROVAL OF MINUTES

November 3rd, and November 17th, 2014

Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
Motion by E. Hornbuckle, seconded by A. Olis and approved 3-0
*D. Tannehill was absent during votes

5. PAINT PERMITS

None

6. BUILDING PERMITS

- a. Morrison – 11401 NE 7th Ave – New shed
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
*D. Tannehill was absent during vote
- b. Hart – 11001 NE 9th Ct – New roof addition
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
*D. Tannehill was absent during vote
- c. 951 NE 119th St LLC –Install pavers (after the fact)
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
* D. Tannehill was absent during vote
- d. Sanchez and Partners – 472 NE 121 St – New pool
*Tabled (code issues)
- e. Gamble – 11121 Griffing Blvd – Replace windows
Motion by D. Tannehill, seconded by E. Hornbuckle and approved 4-0
- f. Pontius – 751 NE 114th St – install shutters
Motion by E. Hornbuckle, seconded by D. Tannehill and approved 4-0
- g. Hart – 11001 NE 9th Ct – Remodel driveway
Motion by D. Tannehill, seconded by E. Hornbuckle and approved 4-0
- h. Hart – 11001 NE 9th Ct – New windows
Motion by A. Olis, seconded by D. Tannehill and approved 4-0



The Village of Biscayne Park

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7. **Administrative Variance**

None

The next meetings of the Planning & Zoning Board are Monday, December 15th, 2014

8. **ADJOURNMENT**

The meeting was adjourned at 7:00 p.m.

Minutes approved on: _____

(Date)

By: _____

Gage Hartung, Chair Planning & Zoning Board



The Village of Biscayne Park

640 NE 114th St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

PLANNING & ZONING BOARD

Gage Hartung
Chairman

Andrew Olis
Vice Chairman

Carl Bickel
Elizabeth Hornbuckle
Doug Tannehill

Alternate
Mario Rumiano

MINUTES PLANNING & ZONING BOARD MEETING Ed Burke Recreation Center 11400 NE 9th Court – Biscayne Park, FL Monday, December 15th, 2014 at 6:30pm

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m.

2. ROLL CALL

Gage Hartung – Chair Member – present
Andrew Olis – Vice Chair – present
Carl Bickel – Board Member – present
Elizabeth Hornbuckle – Board Member – absent
Doug Tannehill – Board Member – present
Shanesa Mykoo, Krishan Manners and Sal Annese – Staff attendance – present

3. ADDITIONS, DELETIONS OR WITHDRAWALS TO ORDER OF BUSINESS

4. APPROVAL OF MINUTES

December 1st, 2014

Motion by D. Tannehill, seconded by A. Olis and approved 3-0
*C. Bickel absent at previous meeting

5. PAINT PERMITS

None

6. BUILDING PERMITS

- a. VOBP – 640 NE 114th St – New Annex Building
Motion by A. Olis, seconded by C. Bickel and approved 4-0
- b. Collins – 929 NE 120th St – Reroof
Motion by C. Bickel, seconded by A. Olis and approved 4-0
- c. Schlaflino – 11122 NE 9th Ave – Driveway and patio
Motion by D. Tannehill, seconded by A. Olis and approved 4-0
- d. McNoldy – 1008 NE 116th St - Reroof
Motion by D. Tannehill, seconded by A. Olis and approved 4-0
- e. Jarvis - 820 NE 117th St – New screen porch
Motion by C. Bickel, seconded by A. Olis and approved 4-0
- f. Beltran – 961 NE 116th St – Change front door
Motion by D. Tannehill, seconded by C. Bickel and approved 4-0
- g. Almagro – 12010 NE 11th Pl – Paved parking
Motion by A. Olis, seconded by D. Tannehill and approved 4-0
- h. Debaldo – 631 NE 114th St – Replace windows
Motion by A. Olis, seconded by D. Tannehill and approved 4-0
- i. Goodman – 11120 Griffing Blvd – Replace windows
Motion by D. Tannehill, seconded by C. Bickel and approved 4-0
- j. Jobson – 11000 Ne 9th Ave - Replace roof
Motion by A. Olis, seconded by C. Bickel and approved 4-0
- k. Zoeller – 12004 NE 8 Ave – Driveway
Motion by A. Olis, seconded by D. Tannehill and approved 4-0
*with extension to street



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- I. Darty – 970 NE 113th St – Replace windows
Motion by A. Olis, seconded by C. Bickel and approved 4-0
- m. Church of Resurrection – 690 NE 113th St – Reroof
Motion by A. Olis, seconded by D. Tannehill and approved 4-0
- n. McCormick – 886 NE 117th St – Pool addition
Motion by A. Olis, seconded by D. Tannehill and approved 4-0
- o. Holland – 844 NE 119th St - Awning
Motion by A. Olis, seconded D. Tannehill and approved 4-0
- p. Armias – 831 NE 109th St – Fence
Motion by D. Tannehill, seconded by A. Olis and approved 4-0
- q. Lominky – 10718 NE 9th Ave – Shed
Motion by A. Olis, seconded by D. Tannehill and approved 4-0
- r. Sanchez & Partners – 472 NE 121 St - Pool
*Tabled – More information

7. Administrative Variance

- a. Martinez – 1119 NE 11th PI – Boat Variance
*Tabled – Proof that boat does not fit

8. ADJOURNMENT

This meeting was adjourned at 7:30 p.m.

The next meetings of the Planning & Zoning Board are Monday, January 5th, 2015 and Tuesday January 20th, 2015

Minutes approved on: _____
(Date)

By: _____
Gage Hartung, Chair Planning & Zoning Board



**CODE
COMPLIANCE
BOARD**

Chairman
Gary Kuhl

Vice Chairman
Harvey Bilt

Michael Beltran
Dale Blanton
Linda Dillon

Alternate
Jenny Johnson-
Sardella

**MINUTES
CODE COMPLIANCE BOARD
Ed Burke Recreation Center 11400 NE 9th Court
Tuesday- December 16th, 2014 at 7:00 p.m.**

1. CALL TO ORDER

Meeting was called to order at 7:00 p.m.

2. ROLL CALL

Gary Kuhl – Chair-present
Harvey Bilt – Vice Chair-present
Michael Beltran-absent
Dale Blanton-present
Linda Dillon-absent
Jenny Johnson-Sardella-present
Staff Attendance - Code Officer Reginald White and Finance Clerk, Wendy Hernandez
Administrative Attendance – Public Services Manager, Krishan Manners

3. ADDITIONS, DELETIONS OR WITHDRAWALS TO ORDER OF BUSINESS

-Deletion of Item 7a and postponed to next month's meeting by Code Officer White

4. APPROVAL OF MINUTES

a. November 12th, 2014 - Approved

5. NEW BUSINESS

- a. New Capital Real EST Holdings – 1010 NE 120th St (Yamil Castillo present)–
Construction on the property has been abandoned: Case# 14-0343
- Motion by D. Blanton, seconded by J. Johnson-Sardella, Vote count 4-0
- Not in compliance, postpone for (30) thirty days, permit for electrical and roof must be pulled before the thirty days.
- b. Andres F Bejerano & W Karin – 945 NE 118th St – Trash stored in back of the house along the alley: Case# 14-0321
- In Compliance, Motion to close case by J. Johnson-Sardella, seconded by H. Bilt. Vote count 4-0
- c. Theodore W Levitt – 12000 NE 11th Ct – Tree encroaching in the public right of way: Case# 14-0316
- In Compliance, Motion to close case by H. Bilt, seconded by J. Johnson-Sardella. Vote count 4-0
- d. Frederick Diehl & W Angela - 470 NE 121th St – Discarded building material on the property: Case# 14-0341
- In Compliance, Motion to close case by D. Blanton, seconded by J. Johnson-Sardella. Vote count 4-0

6. OLD BUSINESS:

- a. Ignacio De Almagro III - 12010 NE 11th PL-Boat stored in the front yard: Case# 14-0216
-In Compliance, Motion to close case by D. Blanton, seconded by H. Bilt. Vote count 4-0



The Village of Biscayne Park

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- b. Frank Hacia, Estelle Hacia - 820 NE 111th St (Frank Hacia present) -Boat stored in the front yard: Case# 14-0230
Motion by H. Bilt, seconded by J. Johnson-Sardella, Vote count 4-0
Variance was denied on December 1st Planning and Zoning meeting. Code Compliance Board asked Administration to assist resident in this matter.
- c. Gilles Tardif - 11119-11121 NE 11th PL-Boat stored in the front yard: Case# 14-0296
- Motion by D. Blanton, seconded by J. Johnson-Sardella, Vote count 4-0
- Not in compliance, Fine of \$50 and daily fine of \$10 to commence January 16th 2014, Variance was denied on December 15th's Planning and Zoning meeting
- d. 951 NE 119th St LLC - 951 NE 119th St-Concrete blocked walkway and driveway constructed without a permit: Case# 14-0275
-In Compliance, Motion to dismiss by D. Blanton, seconded by H. Bilt. Vote count 4-0
- e. JP Morgan Chase Bank NATL ASSN - 11804 NE 11th Ave-Address numbers not legible from the road: Case# 14-0274
Motion to rescind motion made on November 12th's meeting. Code Officer re-inspected and numbers were visible.

7. FINE REDUCTION

- a. John Stowell - 11643 NE 11th Pl-Dirty and discolored awnings and exterior walls: Case#12-12-1701, 14-0035
-Deletion for tonight and postponed to next month's meeting by Code Officer White
- b. Clyde Beck - 11704 NE 11th Ave-(O. De Frias, D. Delgado and Attorney Kelley present) Property Maintenance - Paint: Case# 05-100
Offer of \$2,500 was made by new owners with Attorney.
Motion to accept offer by D. Blanton, seconded by J. Johnson-Sardella Vote count 4-0
Amount of \$ 2,500.00 is inclusive of Special Pick up Invoices in the sum of \$ 115.00.
Check was submitted to Finance Clerk.

8. ANNOUNCEMENTS / SCHEDULE OF NEXT MEETING

The next meeting of the Code Compliance Board is Tuesday, January 13th, 2014, at 7:00pm

9. ADJOURNMENT

Meeting adjourned at 7:45 p.m.

Minutes approved on _____

By: _____
Gary Kuhl, Chair



PUBLIC ART
ADVISORY BOARD

Veronica Fascie
Karen Marinoni
Larry Newberry
Susan Weiss

MINUTES

PUBLIC ART ADVISORY BOARD

Ed Burke Recreation Center, 11400 NE 9th Ct., Biscayne Park, FL
Wednesday, December 10, 2014 at 6:00PM

1. CALL TO ORDER AND ROLL CALL – The meeting was called to order at 6:03pm. Present were board members Karen Marinoni, Susan Weiss and Veronica Fascie. Larry Newberry was absent. Also present was Village Clerk Maria Camara and Public Services Manager Krishan Manners.
2. AGENDA ADDITIONS AND DELETIONS - None
3. PUBLIC COMMENT (PERMITTED FOR EACH AGENDA ITEM) - None
4. APPROVAL OF MINUTES – Susan Weiss makes a motion to approve the minutes of November 12th and it was seconded by Karen Marinoni. All in favor. Motion carries 3-0.
5. OLD BUSINESS –
 - a. At the WinterFest event on Saturday, December 20th, the Public Art Advisory Board will have a table with literature about the Board. Clerk Camara to reach out to Larry Newberry to confirm he will bring a kinetic sculpture to display. Board to provide what to include in the literature and Clerk Camara will format and provide to the Board for approval.
 - b. Veronica Fascie will get information on how to put a photo contest together.
 - c. Veronica Fascie will talk with a metal sculptor to get a design and cost for a 3' x 3 ½' sculpture for the idea of “art markers” at the pet waste stations.
 - d. In regards to the entrance signage proposed by the Parks & Parkway Advisory Board, there is consensus to have a joint meeting with the Public Art Advisory Board and Parks & Parkway Advisory Board on design ideas. Krishan Manners provided an update that the Village may not be getting the grant funding.
6. NEW BUSINESS –
 - a. Shelecia Bartley, Parks & Recreation Manager, working on a Cultural Grant. Looks to having an art festival, “Art in the Park”, and to do a call to artists for this event. To be scheduled for May 2015.



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- b. Karen Marinoni suggested looking into changing the paint color of the Recreation Center exterior to be more pleasing to the eye. Looks to continue discussion on color choices and budget for next year.

7. NEXT MEETING DATE – Wednesday, January 14, 2015, at 6:00pm.

8. ADJOURNMENT – Meeting was adjourned at 6:40pm.

Minutes approved on _____
(Date)

By: _____