



# Village of Biscayne Park

## Commission Agenda Report

**Village Commission Meeting Date:** February 3, 2015

**Subject:** Acceptance of Board Minutes

**Prepared By:** Maria C. Camara, Village Clerk

**Sponsored By:** Staff

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### 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

- Parks & Parkway Advisory Board - December 17, 2014 DRAFT
- Biscayne Park Foundation - December 8, 2014
- Biscayne Park Foundation - January 5, 2014 DRAFT
- Planning & Zoning Board - January 5, 2014
- Planning & Zoning Board - January 20, 2015 DRAFT
- Code Compliance Board - January 13, 2015 DRAFT
- Public Art Advisory Board - January 14, 2015 DRAFT
- Recreation Advisory Board - December 16, 2014 DRAFT
- Charter Review Advisory Board - January 8, 2015
- Charter Review Advisory Board - January 22, 2015 DRAFT



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 9<sup>th</sup> Court**  
**Wednesday, December 17, 2014 at 6:00 PM**

1. CALL TO ORDER AND ROLL CALL – Barbara Kuhl, Randy Wagoner and Dan Keys were present; Robert Moreno, Robert Silverman and Lynn Fischer were absent. Heidi Shafron and Krishan Manners represented Staff. Chuck Ross, guest.
2. AGENDA ADDITIONS AND DELETIONS – Martin Luther King Day project.
3. PUBLIC COMMENT (PERMITTED FOR EACH AGENDA ITEM) -
4. APPROVAL OF MINUTES – The Board unanimously approved the minutes of 11.19.2014 as circulated.
5. OLD BUSINESS
  - A. VILLAGE STAFF REPORT
    1. **General median maintenance** – Maintenance is ongoing.
    2. **Tree removal and tree trimming issues** – Mr. Manners advised that staff was seeking estimates from Raydell Landscaping for tree trimming services.
    3. **Athletic field turf maintenance** – No news.
    4. **Athletic field irrigation system maintenance** – Krishan advised that all of the heads that were incorrectly sized had been replaced.
    5. **Highway Beautification Grant Proposal made for median of NE 6<sup>th</sup> Ave** – work is planned for the new year.
    6. **Sixth Ave. Bridge Grant** – Krishan advised that the landscaping for the west side of the bridge had been planted earlier in the day. Dead palm to be replaced.



7. **Continued discussion of landscape planning for 121 Street @ NE 10 Ave, 10<sup>th</sup> Ave. median and all entrances along 121 Street and at NE 107 Street at the railroad tracks** – see below.

8. **Discussion of path forward for design and construction of secondary entrance signage related to grant funding** – The Village Manager advised that the sign grant from the County may not come to fruition but that she was still working on the issue, trying to get the County to agree to fund. An explanation of the proposals made by the Board for use of the funding for signage as well as a comprehensive median planting schematic was made by the Board.

B. **Million Orchid Project of Fairchild Garden** – Barbara Kuhl asked staff if they had any interest in the Board pursuing this project further. The Manager advised that staff could install the orchids. The Board decided to investigate the issue further and there was discussion about trying to get donations of orchids from various nurseries.

C. **New proposed swale ordinance** – The Board agreed to the joint meeting with the Code Review Board on January 15, at 6:30 PM which was being called to discuss concerns with the present draft.

9. **Tree Fertilization** – No progress was reported on the suggestion for a tree fertilization program.

6. NEW BUSINESS

A. **Martin Luther King day project.** –That members were not in favor of a median planting at the entrance of 121 street at NE10 Ave as adequate planning was not yet in place for this site, The Board supported the idea of planting *Ernodea littoralis* as a ground cover at the NE 6<sup>th</sup> Ave Bridge, planting site. Mr. Keys advised that he would assist staff with locating the plant material for the project. All agreed on this project location.

NEXT MEETING DATE – TBD

ADJOURNMENT – the meeting adjourned at 7:28 PM.

Minutes of December 17, 2014 were approved on \_\_\_\_\_

By: \_\_\_\_\_  
Dan Keys, Chair



# Village of Biscayne Park

640 NE 114<sup>th</sup> Street  
Biscayne Park, FL 33161

Tel: 305 899 8000

Fax: 305 891 7241

[www.biscayneparkfl.gov](http://www.biscayneparkfl.gov)  
[www.BiscayneparkFoundation.org](http://www.BiscayneparkFoundation.org)

## BISCAYNE PARK FOUNDATION MINUTES

**Tuesday, December 8, 2014 at 7:00PM**  
**Ed Burke Recreation Center**  
**11400 NE 9<sup>th</sup> 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 7:11p.m.

**Roll Call:** Board members: Supreme Dorvil, Joe Chao, Jorge Marinoni, Sylvia Linke, and Marie Smith are present. In attendance: Krishan Manners.

**Approval of Minutes:** October 14, 2014: Motion by Jorge Marinoni, seconded by Joe Chao, Motion passed.

**Treasurer's Report:** Joe Chao submitted a detailed financial report on the Foundation's finances. Update reports had been submitted to the IRS as required for our 501(c) status. Checks for the sanitation workers will be given to commissioner Barbara Watts for distribution.

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

Appreciation: special thanks to Sylvia Linke for her efforts with Oktoberfest.

### **New Business:**

#### **Tentative Calendar for 2015: Special Dates**

1<sup>st</sup> Foundation meeting of the year: Jan 5<sup>th</sup> @ 7pm

All other meetings to be held on the 2<sup>nd</sup> Monday of every month at 7pm

January 17 – Food and Tunes @ 630pm

Feb 14<sup>th</sup> – Wine tasting

March 7/21<sup>st</sup> – St. Patrick Day celebration

May - Cinco De Mayo Celebration

October 3<sup>rd</sup> - Oktoberfest celebration

**Foundation Shirts/banner:** Joe Chao presented the t-shirts and banner to the board. The t-shirts will use for auctioning purposes.

**Letter to the Community:** Letter will be written by the president and submitted to the community in the Biscayne Park newsletter. The letter will include upcoming events and future goals.

Lighting for the Park: Krishan Manners will obtain an estimate and present it at our future meeting.

Meeting Adjourned at 8:45p.m.

**Next meeting: Monday, January 5<sup>th</sup>, 2015 @ 7:00 p.m.**

Minutes approved by the Board on \_\_\_\_\_.

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**Supreme Dorvil, President**

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**Marie Smith, Secretary**

## BISCAYNE PARK FOUNDATION ACCOUNT BALANCES

<b>Foundation Balance</b>	<b>\$4,495.74</b>
<b>Wine &amp; Beer Tasting</b>	<b>\$441.83</b>
<b>NESCarshow</b>	<b>1434.35</b>
<b>P &amp; P balance</b>	<b>\$15.17</b>
<b>Cultural Art Balance</b>	<b>\$50.00</b>
<b>RAB</b>	<b>\$706.00</b>
<b>Waste Fund</b>	<b>\$40.00</b>
<b>SUB TOTAL</b>	<b>\$7,183.09</b>
Bank expenses	
<b>TOTAL FUNDS</b>	<b>\$7,183.09</b>

**From:** Chao, Jose  
**Sent:** Tuesday, January 06, 2015 7:55 AM  
**To:** info@biscayneparkfoundation.org  
**Cc:** Maria Camara  
**Subject:** TREASURERS REPORT 1-5-2015

Attached is the Biscayne Park Treasurers Report for 1-5-2014

Thank you,

Joe Chao, Treasurer  
**Biscayne Park Foundation**  
**305-542-5549**



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## BISCAYNE PARK FOUNDATION MINUTES

Monday, January 5<sup>th</sup>, 2015 at 7:00PM  
Ed Burke Recreation Center  
11400 NE 9<sup>th</sup> 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 7:05p.m.

**Roll Call:** Board members: Supreme Dorvil, Joe Chao, Jorge Marinoni, Marie Smith present. Absent Sylvia Linke. In attendance, Krishan Manners.

**Approval of Minutes:** December 8, 2014: Motion by George Marinoni, seconded by Joe Chao. Motion passed.

**Treasurer's Report:** Joe Chao reported on the final figure realized from the Car Show December 20. After expenses were deducted the amount was \$602.31 A copy of the Treasurer's report will be submitted by the Treasurer and attached to the Minutes. **Approval of Treasurer's Report:** Motion by Supreme Dorvil and seconded by Jorge Marinoni. Motion passed.

### Old Business:

**Food & Tunes January 17, 2015:** Supreme Dorvil would attend next Commission meeting to obtain permit to serve alcohol at this and upcoming events. Total Wine would, in the future, give us a 30% discount; however, the discount would not operate for the January 17 event. Entertainment would be by resident band, "NO DICE."

**Wine Party:** Valentine's Day TBA

**St. Patrick's Day Celebration:** March 7th. Marie Smith felt that the first date might be the better since my municipalities have parades and events planned for the second week in March. Marie will research entertainment.

**May 2, Cinco de Mayo Celebration:** Joe Chao to research this festival and report back to Committee.

**October 2, Oktoberfest:** Joe Marinoni in the absence of Sylvia Linke will research this celebration and report back to Committee.

**Lighting for the Park:** The board requested if the Village had received any estimates of lighting the front of the Recreation area since this was one of the Foundation's projects. Krishan said he had no

estimates at this time but would work on a report for the next Foundation meeting.

**New Business:** All meetings of the Foundation will be held on the second Monday of each month at 7:00 p.m.

**Next meeting: Monday, February 9<sup>th</sup>, 2015 @ 7:00 p.m.**

Meeting Adjourned at 8:12p.m.

Minutes approved by the Board on \_\_\_\_\_.

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**Supreme Dorvil, President**

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**Marie Smith, Secretary**



## *The Village of Biscayne Park*

640 NE 114<sup>th</sup> 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 9<sup>th</sup> Court – Biscayne Park, FL Monday, January 5<sup>th</sup>, 2015 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 Sai Annese – staff attendance - present

#### 3. ADDITIONS, DELETIONS OR WITHDRAWALS TO ORDER OF BUSINESS

#### 4. APPROVAL OF MINUTES

December 15<sup>th</sup>, 2014

Motion by C. Bickel, seconded by D. Tannehill and approved 4-0

#### 5. PAINT PERMITS

None

#### 6. BUILDING PERMITS

- a. Martins -640 NE 115<sup>th</sup> St – Wood gates  
Motion by A. Olis, seconded by D. Tannehill and approved 4-0
- b. Hart – 11001 NE 9<sup>th</sup> Ct – Install Canopy and revise driveway  
Motion by A. Olis, seconded by C. Bickel and approved 4-0  
Motion by A. Olis, seconded by C. Bickel and approved 4-0
- c. Cervantes – 1009 NE 116<sup>th</sup> St – Replace side gates  
Motion by A. Olis, seconded by D. Tannehill and approved 4-0
- d. Alonso – 825 NE 113<sup>th</sup> St - Install fence  
Motion by A. Olis, seconded by C. Bickel and approved 4-0
- e. Harper – 712 NE 120 St – Change front door  
Motion by D. Tannehill, seconded by A. Olis and approved 4-0
- f. New Capital – 1010 NE 120<sup>th</sup> St – Wood fence  
\*Tabled- more fence information
- g. Pelletier – 10735 Griffing Blvd – Resurface pool  
\*No need for zoning approval
- h. Leger – 1070 NE 119<sup>th</sup> St – New deck  
Motion by C. Bickel, seconded by D. Tannehill and approved 4-0
- i. Hamelburg – 1015 NE 116<sup>th</sup> St – Screen patio  
Motion by D. Tannehill, seconded by C. Bickel and approved 4-0
- j. Jones – 647 NE 114<sup>th</sup> St – Addition and deck  
\*Tabled – setback does not match code
- k. Sanchez & Partners – 472 NE 121<sup>st</sup> St – Install Pool  
Motion by D. Tannehill, seconded by C. Bickel and approved 4-0



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### 7. Administrative Variance

- a. Hacia – 820 NE 111<sup>th</sup> St – Boat Variance  
Motion by D. Tannehill, seconded by A. Olis and approved 4-0
- b. Martinez – 11119 NE 11<sup>th</sup> Pl – Boat variance  
Motion by C. Bickel, seconded D. Tannehill and approved 4-0

The next meetings of the Planning & Zoning Board are Tuesday, January 20<sup>th</sup>, 2015 and Monday February 2<sup>nd</sup>, 2015

### 8. ADJOURNMENT

This meeting was adjourned at 7:11 p.m.

Minutes approved on: \_\_\_\_\_

By: \_\_\_\_\_

Gage Hartung, Chair Planning & Zoning Board



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## 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 9<sup>th</sup> Court – Biscayne Park, FL  
Tuesday, January 20<sup>th</sup>, 2015 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 – absent  
Krishan Manners and Sal Annese – staff attendance – present

### 3. ADDITIONS, DELETIONS OR WITHDRAWALS TO ORDER OF BUSINESS

### 4. APPROVAL OF MINUTES

January 5<sup>th</sup>, 2015

Motion by C. Bickel, seconded by A. Olis and approved 3-0

### 5. PAINT PERMITS

a. Villar – 11237 NE 8<sup>th</sup> Ave

Motion by C. Bickel, seconded by A. Olis and approved 3-0

### 6. BUILDING PERMITS

a. Dawson – 842 NE 121<sup>st</sup> St – Reroof and install windows

Roof- Tabled \* Must provide pitch of roof and overhang

Windows - Motion by A. Olis, seconded by C. Bickel and approved 3-0

b. Ferro – 825 NE 113<sup>th</sup> St – Wood shed

Motion by A. Olis, seconded by C. Bickel and denied 3-0

\* Within setbacks

c. Beltran – 11063 Griffing Blvd – Replace gate

Motion by A. Olis, seconded by c. Bickel and approved 3-0

d. Elfrink – 11709 Ne 11<sup>th</sup> Ave - Reroof

Motion by C. Bickel, seconded by A. Olis and approved 3-0

e. Archange – 1209 NE 120 Terr – Replace fence

Motion by A. Olis, seconded by C. Bickel and approved 3-0

f. Invest & LLC – 741 NE 115<sup>th</sup> St – Wood fence

Motion by C. Bickel, seconded by A. Olis and approved 3-0

g. Darity – 970 NE 113<sup>th</sup> St – Replace garage door

Motion by A. Olis, seconded by C. Bickel and approved 3-0

h. Minkin – 1050 NE 121<sup>st</sup> St – Wood fence

Motion by A. Olis, seconded by C. Bickel and approved 3-0

i. BP 11211 LLC – 11211 NE 8<sup>th</sup> Ct – Replace windows and doors

Motion by A. Olis, seconded by C. Bickel and approved 3-0

j. Larsen – 845 NE 116<sup>th</sup> St – New Pool

Motion by C. Bickel, seconded by A. Olis and approved 3-0

k. Leroi – 12001 NE 6<sup>th</sup> Ave – New pool and deck

Motion by C. Bickel, seconded by A. Olis and approved 3-0

l. Mainade – 11711 Griffing Blvd – New addition

Motion by C. Bickel, seconded by A. Olis and approved 3-0

\* approved without front addition



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- m. Campo – 11930 NE 11<sup>th</sup> Ct – Wood fence  
Motion by A. Olis, seconded by C. Bickel and approved 3-0
- n. Perez – 11505 NE 11<sup>th</sup> Pl – Window replacement  
Motion by A. Olis, seconded by C. Bickel and approved 3-0
- o. Jones – 647 NE 114<sup>th</sup> St – Addition  
Motion by A. Olis, seconded by C. Bickel and denied 3-0  
\* Need variance
- p. 850 NE 111<sup>th</sup> St LLC – New driveway  
Motion by A. Olis, seconded by C. Bickel and approved 3-0
- q. Martinez – 11205 NE 8<sup>th</sup> Ave – New roof addition  
Tabled - \* Need more information on roof attaching to existing
- r. Sorgente – 719 NE 112<sup>th</sup> St – Pergola  
Motion by A. Olis, seconded by C. Bickel and approved 3-0
- s. Wagner – 11515 NE 6<sup>th</sup> Ave - Windows  
Motion by A. Olis, seconded by C. Bickel and approved 3-0
- t. Morris – 734 NE 119<sup>th</sup> St – Windows  
Motion by A. Olis, seconded by C. Bickel and approved 3-0
- u. Church of Resurrection – 690 NE 113<sup>th</sup> St – Windows  
Motion by A. Olis, seconded by C. Bickel and approved 3-0

### **7. Administrative Variance**

None

The next meetings of the Planning & Zoning Board are Monday, February 2<sup>nd</sup>, 2015 and Tuesday, February 17<sup>th</sup>, 2015

### **8. ADJOURNMENT**

This meeting was adjourned at 8:05 p.m.

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- January 13<sup>th</sup>, 2015 at 7:00 p.m.**

**1. CALL TO ORDER**

Meeting was called to order at 7:03 p.m.

**2. ROLL CALL**

Gary Kuhl – Chair-present  
Harvey Bilt – Vice Chair-present  
Michael Beltran-absent  
Dale Blanton-present  
Linda Dillon-present  
Jenny Johnson-Sardella-absent  
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 till further notice by Code Officer White
- Addition of item 6b by Code Compliance Officer White
- Addition of item 6c by Code Compliance Officer White

**4. APPROVAL OF MINUTES**

- a. December 16<sup>th</sup>, 2014 - Approved

**5. NEW BUSINESS**

- a. JP Morgan Chase Bank NA – 11841 NE 12<sup>th</sup> Ct – Improper storage of recycling/garbage containers: Case# 14-0334
  - Motion by L. Dillon, seconded by D. Blanton, Vote count 4-0
  - In compliance, Violation has been addressed and Notice of Violation came into compliance
- b. Britany A Levinson & – 810 NE 117<sup>th</sup> St – Portable storage unit permit expired: Case# 14-0420
  - Motion by G. Kuhl, seconded by D. Blanton, Vote count 4-0
  - Not in compliance, two weeks to remove POD from property, Daily fine of \$5/day will commence on January 28<sup>th</sup>, 2015 if not removed.
- c. Mario J Nunez – 11990 NE 7<sup>th</sup> Ave – Prohibited Category 3 vehicle parked on the property: Case# 14-0398
  - Motion by G. Kuhl, seconded by L. Dillon, Vote count 4-0
  - In compliance, Violator is in compliance, close case.
- d. The Church of the Resurrection (Selena Montanez present)– 690 NE 113<sup>th</sup> St – Property maintenance: Case# 14-0422
  - Motion by D. Blanton, seconded by H. Bilt, Vote count 4-0
  - In compliance, close case
- e. The Church of the Resurrection (Selena Montanez present)– 690 NE 113<sup>th</sup> St – Interior work done without permit: Case #14-0406
  - Motion by G. Kuhl, seconded by H. Bilt, Vote count 4-0
  - Not in compliance, Fine of \$100 and daily fine of \$50 to commence January 14<sup>th</sup>



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2014 until permit is issued.

- f. The Church of the Resurrection – 690 NE 113<sup>th</sup> St (Selena Montanez present)– Doors and window installed without permit: Case #14-0407
  - Motion by G. Kuhl, seconded by H. Bilt, Vote count 4-0
  - Not in compliance, Fine of \$100 and daily fine of \$50 to commence January 14<sup>th</sup>, 2014 until permit is paid. Once in compliance, a 12% interest to be applied until fees are paid and have thirty (30) from compliance date to make payment.
- g. Carlos Bordogna/Andrea Monsalve Botero – 11940 NE 6<sup>th</sup> Ave – White fence and cement blocks in the front of the house/driveway: Case #14-0342
  - Motion by G. Kuhl, seconded by H. Bilt, Vote count 4-0
  - In compliance, Violation is in compliance, close case.

## 6. OLD BUSINESS:

- a. New Capital Real Est Holdings LLC – 1010 NE 120<sup>th</sup> St (Yamil Castillo present)– Abandonment of Job, expired permits: Case# 14-0343
  - Motion by G. Kuhl, seconded by L. Dillon, Vote count 4-0
  - Not in compliance, two weeks to remove POD from property, Daily fine of \$5/day will
- b. Frank Hacia/Jennifer Cabrera – 820 NE 111<sup>th</sup> St - Boat in front yard Case #14-0230
  - Motion by G. Kuhl, seconded by H. Bilt, Vote count 4-0
  - In compliance, Variance was awarded, case dismissed
- c. MPMR Holdings, LLC – 10901 Griffing Blvd – Dirty/discolored exterior walls Case #14-0236
  - Motion by H. Bilt, seconded by L. Dillon, Vote count 4-0
  - To rescind all fines and fees on motion made on November 12<sup>th</sup> 2014. (Fine of \$50 and a daily fine of \$10 to commence November 13<sup>th</sup>, 2014. Paint permit was applied for November 12<sup>th</sup> and owner has six months to paint.)

## 7. FINE REDUCTION

- a. John Stowell - 11643 NE 11th Pl – Dirty and discolored awnings and exterior walls: Case#12-12-1701, 14-0035
  - item deleted
- b. New Capital Real Est - 1010 NE 120<sup>th</sup> St (Yamil Castillo present) – Property Maintenance and work without a permit Case# 12-12-1716, 12-13-2108, 14-0237
  - Case #12-12-1716 \$ 90
  - Case #14-0237 \$ 1,000
  - Case #12-13-2108 \$ 0 closed, paid for.

Offer of \$ 200 was made for outstanding invoices.

-Motion made by H. Bilt and seconded by D. Blanton, Vote Count 4-0

-Offer to accept \$ 200 for Case #14-0237, however, Case #12-12-1716 remains at \$90. Total amount due for both cases is \$ 1,090.

## 8. DISCUSSION/S

- a. Proposed Ordinance concerning citations via G. Kuhl
- b. Language for Motions via Attorney Hearn

## 9. ANNOUNCEMENTS / SCHEDULE OF NEXT MEETING

The next meeting of the Code Compliance Board is Tuesday, February 10<sup>th</sup>, 2014, at 7:00pm

## 10. ADJOURNMENT

Meeting adjourned at 8:30 p.m.

Minutes approved on \_\_\_\_\_

By: \_\_\_\_\_  
Gary Kuhl, Chair



PUBLIC ART  
ADVISORY BOARD

Larry Newberry  
Chair

Veronica Fascie  
Karen Marinoni  
Susan Weiss

**MINUTES**  
**PUBLIC ART ADVISORY BOARD**  
**Ed Burke Recreation Center, 11400 NE 9<sup>th</sup> Ct., Biscayne Park, FL**  
**Wednesday, January 14, 2015 at 6:00PM**

1. CALL TO ORDER AND ROLL CALL – The meeting was called to order at 6:00pm. Present were board members V. Fascie, K. Marinoni, L. Newberry and S. Weiss. Present from staff: Public Services Manager Krishan Manners
2. AGENDA ADDITIONS AND DELETIONS - None
3. PUBLIC COMMENT (PERMITTED FOR EACH AGENDA ITEM)
  - a. Chuck Ross: Provided an update on the on “Ball Player” sculpture. Has raised the \$6,000 to pay for the sculpture through approximately 80 donations from residents.
  - b. Vice Mayor Fred Jonas: Presented the board with a proposed sculpture for the Village from Cecilia Lueza. Asked the board to help fundraise for the \$7,500 to purchase and to support getting this piece.
4. APPROVAL OF MINUTES – S. Weiss makes a motion to approve the minutes of December 10, 2014, and it is seconded by K. Marinoni. Motion passes 4/0.
5. OLD BUSINESS
  - a. Status of sculpture for pet waste station locations: V. Fascie has contacted an artist that will provide a bid on the sculptures. L. Newberry will check with metal workers for pricing.
  - b. Public Services Manager Manners provided an update on the Art in the Park event scheduled for May.
6. NEW BUSINESS
  - a. Motion made by K. Marinoni to appoint L. Newberry as the Chair for the Public Art Advisory Board and it is seconded by Susan Weiss. Motion carries 4/0.



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- b. S. Weiss provided information on the Gallery Night at Miami Shores on January 30<sup>th</sup>. Requests that event is added to website calendar and advertised on Recreation Facebook page.

7. NEXT MEETING DATE – February 11, 2015, at 6:00pm.

8. ADJOURNMENT – Meeting was adjourned at 7:18pm.

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Minutes approved on \_\_\_\_\_  
(Date)

By: \_\_\_\_\_  
Larry Newberry, Chair



RECREATION  
ADVISORY BOARD

Dan Samaria  
Chairman

Noah Jacobs  
Elizabeth Goldman  
Dan Rodriguez  
Ivette Cordero  
Rosemary Wais

**MINUTES**  
**RECREATION ADVISORY BOARD**  
Ed Burke Recreation Center, 11400 NE 9<sup>th</sup> Court  
Tuesday, Dec 16, 2014 at 7:00PM

**1. CALL TO ORDER**

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

**2. ROLL CALL**

*Dan Samaria, Elizabeth Goldman, Ivette Cordero, Rosemary Wais*

**3. ADDITIONS, DELETIONS OR WITHDRAWALS TO ORDER OF BUSINESS**

*Add 6f. Update from Rec. Director the cost of movie night. Dan also requested to the board members if there is anything that they wanted to be added to the agenda, to get to him at least one week before agenda is made up. He doesn't want to be the only one that adds items to it.*

**4. APPROVAL OF MINUTES**

*The minutes for Nov. and August were moved over till Jan to be approved. Vice Chair Jacob has not turned in Nov. yet and he and Dan are the only ones that can approve August since they are the only two left from that board.*

**5. NEW BUSINESS**



## *The Village of Biscayne Park*

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

*a. Dan introduced to the board new member Ivette Cordero, Daniel Rodriguez still is sick and was not there. Ivette talked about her family and the catering business she owns. She offer to cater our next "Meet the Resident's" event free of charge.*

*Dan asked Ivette why she wanted to be on the board. Ivette explained, she like some of things that she see being done at the Rec. Center, but there are other concerns about the conduct that is happening in the park and the programs that are offered. She is also concerned that what her son will learn from the park when he goes there to play. She also continue to say that some of the events that she went to at the park she enjoyed, others she was not pleased about she felt and she should not feel that way about her park and neighborhood. I should not complain about anything if I am not willing to get involved to change things. So this is why I am getting involved to solve the problems that we have in the park and our neighborhood.*

*Dan explained to her and the rest of the board, that one of the problem with the board in the past, was participation of the board at village events. Was she going to be able to give her time at the future village events? She informed him that her goal was to get involved.*

*After all this is her village she lives it and planed on living here forever with her family. I have focus on my home it is in my neighborhood. I moved here because one of my childhood dreams riding my bike and knowing that I will be safe and and that your neighbors would be there was to protect you and your family.*

*B. new ideas, questions or concerns*



Dan informed that he was going to update the board since there was new members on how much the rec. board has in reference to funds that we have raised for the rec. center.

## 6. OLD BUSINESS

a. Report from Parks Director on Garbage can enclosure project: The board was informed that this will not happen for a while they are working on other projects like to rebuilding of the Village hall, inside the rec center. The cost of the cans is \$400.00 and we will be doing everything else in house. I am not sure when public works will be able to get to it.

B. winter fest: Dan turned it over to Elizabeth Goldman who wanted guide of what the board wanted on their flyer that we will be sending to the residents. The Rec. director offered if we get the flyer to her she will be sure it goes to 1300 houses when the village put out theirs. Dan asked the board what is the purpose of the board putting out its own flyer. The board wanted the residents to know what the goals and what the board would do to serve the residents of Biscayne Park.

The board was hoping to get the residents to work with the rec. board and let us know what they wanted and expected from us. So that way we can serve them as a board. Along with getting residents to attend our meeting on a monthly bases, so they could give us their ideal on what they would like to see happen at the Rec. center.

The board came up an idea that the residents can contact us through the village website. And we could set up a rec. board email where the chair would be the only person to see it and I will present to the board the emails, than we put it in our minutes. We could also put it on the rec. center face book page by sending information to the rec. director. We also discuss what was going to be on the Rec. Board table at the event: flyer by the board, survey for the residents we discussed



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*what we want as questions, email request from the customers, prizes for our raffle and our guess the gummy bears in a jar contest.*

*C. Meet the Residents Catering Jan. 27. The board discussed the flyer that the board will pass out at winter fest, Dan also told the board he would send email to different residents along with the village email to put them in their email blast. Along with the flyer going into the village's flyer envelop that goes to all the houses. Ivette offered to cater the event, along with Dan's company Creepy Critters Pest Control which the food will be donated. And CCPC and DASK Children's Foundation will have raffle's, with the proceeds donated to the Rec. Center. There will also be his annual survey to the residents.*

*d. Discussion on Refrigerator for Rec. Center: Dan asked the Rec. Director for an update on why they have not gotten it yet. She said they are still looking for one. Rosemary said she will go with her and will inform the board when they get it. They promised to have it by our next meeting. This was accepted by the board.*

*E. Banner for rec. board: Dan brought to the board his idea of having a rec. board banner this past rec. boards agreed but never followed through with getting one. He asked this board to come up tonight on what they want on it and his company CCPC would pay for it. But one of the members Ivette offered to have one made up by her and donate it to the rec. board. And she even said we could have it ready for the winter fest event. It was second by Dan and approved 4-0 to except her offer and we told her what they wanted on it.*

*f. Movie night which is sponsored by the Village: Dan brought up questions about what the board would like to have at the table the board has every time there is a movie night. (At our Nov. Board meeting the board decided to have a Valentine dance to be held on Feb. 14, 2015.)*

*At this meeting (dec. 16) it was suggested that instead of a Valentine dance we change it to a picnic and movie night. The rec. director informed the board that*



*they already had a movie night scheduled for Feb. 21. She suggested that the move their night could be moved back to the 14 and it would fall into our idea of picnic and movie. It was seconded by Dan and discussed and asked the Rec. Director and the asst. village Manager what they thought of the idea. They both thought it was a good idea. The board voted and it passed 4-0.*

*The board also talked about the cost of movie nights. The Rec. Director said it was approximately \$600.00 to rent a projector and screen. The cost of the movie renter varies. At this point Ivette said she has a projector and screen that she would lend to the board and we would talk more at our next meeting.*

#### **7. PUBLIC COMMENT**

#### **8. FUTURE CALENDAR OF EVENTS**

*Dan hopes that the board members would be able to attend the events and help the village in any way they can. The board is working on adding events to the calendar of events*

#### **9. Future Fund Raising**

*Board is working on suggestion for future fund raising*

#### **10. Announcements/Schedule of next meeting;**

*Advisory Board next meeting is Jan. 27, 2014, at 7:00PM.*

**11. ADJOURNMENT:** *A motion was made by Dan to adjourn at 8:45 p.m. and it was second by rosemary and it passed 4-0.*



# *The Village of Biscayne Park*

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

Telephone: 305 899 8000 Facsimile: 305 891 7241

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, January 8, 2015 at 7:00pm**

#### **1 Call to Order**

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

#### **2 Roll Call**

Jenny Johnson-Sardella - absent

David Goehl - present

Dale Blanton -present

Ramon Irizarri - present

Dan Keys - present

Brian McNoldy - present

Vicki Smith-Bilt - present

Present from staff:

Village Clerk Maria C. Camara and Village Attorney John Hearn

#### **3 Approval of Minutes**

Dan Keys makes a motion to approve the minutes of December 11, 2014, as presented. It is seconded by Ray Irizarri. Motion passes 6/0.

#### **4 Presentations**

Village Attorney John Hearn provides the Board with a presentation on Sunshine Law and Public Records Law. Attorney Hearn proposes not to attend all meetings for cost savings. Will definitely attend when the Board finalizes their proposed changes.

#### **5 Public Comments Related to Agenda Items**

< None >

Commission, Administration and residents provided an opportunity to provide the Board with areas of the Charter to review:

**Mayor David Coviello:** Does not see something of great importance to change and not worth the cost of an election. Per information provided by the Clerk, a stand alone election cost is approximately \$17,365; piggy back with a general election \$3,776; mail ballot special election \$8,660. Manager's recommendation of change to the code is good and should proceed with the change through an ordinance.

Clerk Camara relayed a message from **Vice Mayor Fred Jonas** who was not in attendance. He has no specific items to review and that the Board should review the entire charter.

**Commissioner Bob Anderson:** Charter is nine years old. Not a bad charter. Costs money to progress on this. There are other issues and items that the Village needs to come up with funds for. But if you do go forward, consider that every candidate runs at large. Consider seats for candidates to run for.

**Commissioner Roxana Ross:** Charter is working very well. Would be ok with if no changes are made. But consider the following:

> Article II, Section 2.02 referencing the duties of the Mayor, language appears left over from pre-Manager form of government as it relates to execution of contracts and in regards to service of process.

> Using the 8th Edition of the Model City Charter from the National Civic League, Mayor should not have administrative duties.

> Article II, Section 2.05 Vacancies: Where it references removal, include 'suspension or removal'.

> Article III, Section 3.01 (B): Regarding Village Manager, there is good language in the Model City Charter. Important to include education and experience.

> Article III, Section 3.02: Where it references the Village Attorney, recommend using the Model City Charter where it states a legal officer treated as a regular department head. There are three (3) options: Appointed by City Manager; or appointed by City Manager but subject to confirmation by the City Council; or appointed by the City Council only. Could strengthen the language about day to day operations.

> Article IV, Section 4.01: On Commission Meeting Procedures, should update that the Manager should have the ability to call Special Meeting, and not just limited to the Mayor or four members of the commission.

> Article IV, Section 4.05: On Annual Budget, Model City Charter provides information on how to formalize the budget process to include a capital improvement plan. Review the language regarding contingencies.

> Article V: Consider what the Model City Charter provides.

> Elections in general, specificity on the number of days, consider requirements of the County Supervisor of Elections and schedule accordingly.

> Article VII, Section 7.07: On No Discrimination, add age as a protected category.

> Recommend not doing term limits. Model City Charter does not restrict.

> Recommend not changing how the Mayor is selected. Currently works well.

**Commissioner Barbara Watts:** Look at adding term of office and term limits and see what other cities are doing. Suggest 8-9 years. Look to get new energy and new voices.

> In regards to Article VI, Section 6.02 Procedure to Amend, and Article VII, Section 7.04 Charitable Contributions, currently states a majority decision. Consider a 4/5 requirement.

> Also review language on clerks records.

**Manager Heidi Shafran:** Looked at other city charters and cities that have recently made charter changes.

> Section 1.02 - Form of Government: An opportunity for this section to be more explanatory on the relationship, but no necessarily changing the relationship.

> Section 4.01 - Commission Meeting Procedure: Look at facilitating the process for scheduling special meetings or rescheduling a meeting.

> Section 2.03 - Term Limits: Important to look at, not necessarily recommending a change, but due to size of our Village. Also consider a time out of office. Clean up the language if an elected official after leaving office looks to become an employee, or through a contractual basis.

> Section 3.05 - Vacancies: Consider the expense of a stand alone election if a vacancy were to occur. Consider changing the language from six (6) months to twelve (12) months left in the term before requiring the election. Would allow for proper budgeting as well.

> Clean up the language that if appointed, that it also requires the same requirements. Currently it is silent.

> Section 4.03: Actions requiring an ordinance - review the actions listed and consider those that can be done through a less expensive action such as a Resolution.

> Section 7.07 No discrimination: Consider 'age' to be added; and 'gender identity'.

No item is critical that has to be done. But if there is an opportunity, to consider.

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*Resident input:*

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Harvey Bilt: Any items we can change/pass by ordinance or resolution should be done as opposed through a charter amendment.

Barbara Kuhl: Based on what was presented, no major problems. Very expensive to tweak. The way it is functions. Leave as is. Against term limits. There is a natural turnover. Mayor rotation is good. Bit mistake to connect Attorney to the Manager. This is our system of checks and balances.

Dan Keys makes a motion to adjourn and it is seconded by Dale Blanton. Motion passes 6/0.

The meeting was adjourned at 8:15:pm

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Board approved on \_\_\_\_\_.

Attest:

\_\_\_\_\_  
Jenny Johnson-Sardella, Chair

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



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, January 22, 2015 at 7:00pm**

**1 Call to Order**

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

**2 Roll Call**

Jenny Johnson-Sardella - present

David Goehl - present

Dale Blanton -present

Ramon Irizarri - present

Dan Keys - present

Brian McNoldy - present

Vicki Smith-Bilt - absent (*arrived at 7:05pm*)

Present from staff:

Village Clerk Maria C. Camara

**3 Approval of Minutes**

Dan Keys makes a motion to approve the minutes of January 8, 2015, as presented.

It is seconded by Dale Blanton. Motion passes 6/0.

**4 Presentations**

< None >

**5 Public Comments Related to Agenda Items**

< None >

**6 New Business**

Review of points brought up at the January 8th meeting:

**> Consideration that candidates run at large / seats for candidates**

There was consensus to further consider and to mark as an item to come back to for further discussion.

**> Section 2.02 referencing the duties of the Mayor**

There was consensus to leave as is with no changes.

**> Section 2.05 Vacancies, to include 'suspension or removal'**

There was consensus to add 'suspension' and a procedure for due process. Mark as an item to come back to. Also clarify the language of the attorney's role in the process and that due process is provided for all reasons of forfeiture of office.

**> Section 3.01(B) referencing the Village Manager**

There was consensus to leave as is with no changes.

**> Section 3.02 referencing the Village Attorney**

There was consensus to leave as is with no changes.

**> Section 4.01 referencing commission meeting procedures**

There was consensus to table this item to get clarification on procedures for Village Manager to contact each Commissioner to approve a special meeting without violating sunshine; and to change the required number of commissioners from four (4) to three (3).

**> Section 4.05 referencing the budget process**

There was consensus to leave as is as it relates to the annual budget and the manner in which contingencies and capital improvement are identified in the budget.

**> Section 5.03 (E) (2) referencing the scheduling of a special election**

There is consensus to leave as is with no changes.

**> Section 7.07 referencing 'Discrimination' and to add age as a protected category**

There is consensus to make this change and to include as a change if the Board proceeds with proposing charter amendments.

**> Term limits**

There is consensus not to add term limits

**> Selection of Mayor**

There is consensus to leave as is with no changes.

**> Section 7.04 referencing Charitable Contributions and requiring a super majority**

This is a non-issue as it was verified that the current language requires four (4) commissioners

**> Section 6.02 referencing procedures to amend; and "Clerk Records"**

There is consensus to verify with Commissioner Watts what specifically she is looking to have the Board review or change

At the next meeting, will continue review the items brought up from the January 8th meeting, specifically those suggested by Manager Shafran, and the resident comments.

Brian McNoldy would like to discuss Section 4.09 Tax levy and assessments.

The next meeting of the Charter Review Board is Tuesday, February 12th at 7:00pm.

Vicki Smith-Bilt makes a motion to adjourn and it is seconded by Dale Blanton.  
Motion carries 7/0.

The meeting was adjourned at 9:00pm.

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Board approved on \_\_\_\_\_.

Attest:

\_\_\_\_\_  
Jenny Johnson-Sardella, Chair

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