



Village of Biscayne Park

Commission Agenda Report

Village Commission Meeting Date: July 7, 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

- Parks & Parkway Advisory Board - January 21, 2015 - DRAFT
- Parks & Parkway Advisory Board - March 18, 2015 - DRAFT
- Recreation Advisory Board - May 26, 2015 - DRAFT
- Planning & Zoning Board - June 1, 2015
- Planning & Zoning Board - June 15, 2015 - DRAFT
- Public Art Advisory Board - June 10, 2015 - DRAFT



PARKS &
PARKWAY
ADVISORY BOARD

Dan Keys
Chairman

Barbara Kuhl
Robert Silverman
Randy Wagoner

MINUTES
PARKS & PARKWAY ADVISORY BOARD
Ed Burke Recreation Center 11400 NE 9th Court
Wednesday, January 21, 2015 at 6:00 PM

1. CALL TO ORDER AND ROLL CALL – Barbara Kuhl, Randy Wagoner and Dan Keys were present; Robert Silverman was absent. Krishan Manners, represented Staff.
2. AGENDA ADDITIONS AND DELETIONS – Recommendation for tree planting in the 700 blk of 114 Street to replace Ficus tree that was removed.
3. PUBLIC COMMENT (PERMITTED FOR EACH AGENDA ITEM) -
4. APPROVAL OF MINUTES – The Board unanimously approved the minutes of 12.17.2014 as circulated.
5. OLD BUSINESS
 - A. VILLAGE STAFF REPORT
 1. **General median maintenance** – No mention.
 2. **Tree removal and tree trimming issues** – Mr. Manners advised that Raydell Landscaping was producing a plan of action for tree trimming.
 3. **Athletic field turf maintenance** – No news.
 4. **Athletic field irrigation system maintenance** – No news.
 5. **Highway Beautification Grant Proposal made for median of NE 6th Ave** – Members expressed the opinion that the landscaping was not looking good regarding the lack of trimming to train the hedge materials (Green Island ficus). Progress towards repairing the irrigation system was discussed and the suggestion that staff look to see if any of the broken pieces of the system (Vacuum breaker and timer) had been saved at the Public Works Facility. The Bid for the work related to the Grant had not gone out as of this meeting.
 6. **Sixth Ave. Bridge Grant** – Krishan advised that the new bridge landscaping had been mulched.



7. **Discussion of path forward for design and construction of secondary entrance signage related to grant funding** – Krishan advised that the \$50,000.00 grant had indeed been granted by the County. The Grant is for community signage and landscaping. The intersections of 6th, 8th, 10th Avenues and Griffing Boulevard with 121 Street and 107 Street at the Railroad tracks were mentioned. The Board suggested that the intersections of 11th Place, 7th Ave and 9th ave with at 121st Street be considered moving forward as sufficient funding should be available.

8. **Tree Fertilization** – No progress was reported on the suggestion for a tree fertilization program. Krishan asked for a suggestion for a fertilizer and Dan Keys advised he would provide one.

9. **Million Orchid Project of Fairchild Garden** – Barbara Kuhl asked staff if they could provide space in the next Village Bulletin for a blurb regarding this project. Oncidiums, dendrobiums and Cateleya's were mentioned as good candidates for placing in trees.

10. **New proposed swale ordinance** – A joint meeting of the Parks and Parkways Board and the Code Review Board had taken place on January 15, at 6:30 PM. Much progress had taken place.

6. NEW BUSINESS

A. **Tree recommendation for the 700 blk of 114 Street** – Staff requested that the Board provide a recommendation for replacing the ficus tree that was removed for the median of 114 Street in the 700 Block. After discussing the suggestion by Mr. Keys that the tree didn't need to be replaced due to the fact that a large oak tree East of the location provided a better focal point for median and the fact that the Poinciana would compete with the growth of any trees that were planted to finish out the edge plantings, **the Board Voted 2 to 1, with Mr. Keys dissenting, to recommend that a Poinciana tree be planted in place of the ficus. Staff did not propose the moving forward at this time with planting several needed oak trees on the sides of the median.**

NEXT MEETING DATE – Not discussed.

ADJOURNMENT – the meeting adjourned.



The Village of Biscayne Park

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

Minutes of January 21, 2015 were approved on _____

By: _____
Dan Keys, Chair



PARKS &
PARKWAY
ADVISORY BOARD

Dan Keys
Chairman

Barbara Kuhl
Kimberly Misek
Robert Silverman
Randy Wagoner

MINUTES
PARKS & PARKWAY ADVISORY BOARD
Ed Burke Recreation Center 11400 NE 9th Court
Wednesday, March 18, 2015 at 6:00 PM

1. CALL TO ORDER AND ROLL CALL – Barbara Kuhl, Randy Wagoner and Dan Keys were present; Kimberlee Misek and Robert Silverman? were absent. Krishan Manners, represented Staff.
2. AGENDA ADDITIONS AND DELETIONS – None
3. PUBLIC COMMENT (PERMITTED FOR EACH AGENDA ITEM) - Non
4. APPROVAL OF MINUTES – None.
5. ELECTION OF CHAIR AND VICE CHAIR – Postponed for full board attendance.
6. OLD BUSINESS
 - A. VILLAGE STAFF REPORT
 1. **General median maintenance** – Routine.
 2. **Tree removal and tree trimming issues** – Mr. Manners advised that the contract with Raydell Landscaping was renewed and trimming could proceed. Barbara mentioned trimming of lower limbs. And around guy wires.
 3. **Athletic field turf maintenance** – Goose grass is heavy – staff will be weeding by hand and will check why previous herbicide treatment did not work.
 4. **Highway Beautification Grant Proposal made for median of NE 6th Ave** – In the works
 5. **Sixth Ave. Bridge Grant** – No news.
 6. **Discussion of path forward for design and construction of secondary entrance signage related to grant funding** – Landscape Architect, Sovino/Miller ranked highest by evaluation committee. Their presentation materials were presented to the Board for review. Staff would move project forward. A joint meeting



between Parks and Parkways and Art Advisory was scheduled for April second in order for members to hear a presentation and make comments and recommendations.

7. **Tree Fertilization** – Staff advised that this would commence soon.

8. **Million Orchid Project of Fairchild Garden** – Barbara Kuhl reported that Fairchild garden is looking for communities with trees and particularly oaks. She wants to start our project with donations around the Recreation Center. Gary Kuhl has 12 orchids to donate and Bob and Randy have some as well. May is apparently a good time to plant. Two visitors were in attendance and advised that they had some orchids to donate and have had success with placing them in trees.

9. **New proposed swale ordinance** – Mandatory driveways have been proposed by the Commission. Issues will be taken one at a time. Barbara Kuhl made a motion, seconded by Randy Wagoner: **Recommend that the Commission have a workshop with pertinent Boards on a Saturday in order to clarify intent and scope of various proposals and to provide Commission with answers to issues from their knowledge base. Motion passed 3-0.**

7. NEW BUSINESS

A. **Discussion of landscaping for new administration building**
– mention was made of the need for planning for this.

NEXT MEETING DATE – Set for April 8, 2015

ADJOURNMENT – the meeting adjourned at 7:35 PM.

Minutes of March 18, 2015 were approved on _____

By: _____
Dan Keys, Chair



RECREATION
ADVISORY BOARD

Dan Samaria
Chairman

Ivette Corredero
Elizabeth Goldman
Andrew Hahn
Rosemary Wais

MINUTES
RECREATION ADVISORY BOARD
Ed Burke Recreation Center 11400 NE 9th Court
Tues May 26, 2015 at 7:00PM

1. **CALL TO ORDER**- Meeting was called to order at 7:08 pm
2. **ROLL CALL-Present**- Dan Samaria, Andrew Hahn, Elizabeth Goldman, Rosemary Wais.
Village Clerk Maria Camara and Park Manager Shelecia Bartley
Absent -Ivette Corredero
3. **ADDITIONS, DELETIONS OR WITHDRAWALS TO ORDER OF BUSINESS**
Addition- 6B. 9/11 Event
Deletions- 5a. Request by Biscayne Park Foundation to fund raiser at Rec. Board
Events- It was already discussed.
4. **APPROVAL OF MINUTES**- Motion Made by Andrew Hahn, Seconded by Elizabeth Goldman, All in favor 4-0 from April 26th 2015.
5. **OLD BUSINESS**
 - 5a. Request by Biscayne Park Foundation to fund raise at Rec. Board Events-
Removed
 - 5b. Donations raised by Rec. Board to go to Village or Foundation-Chairman Samaria inquired about funds that are donated to the Village on behalf of the RAB. Village Clerk clarified that it is best to donate all funds through the Foundation and have the BPF earmark the monies donated for the RAB. Discussions took place and it was clarified that any money collected or donated for Recreation Advisory Board (RAB) it would be given to Biscayne Park Foundation (BPF) to hold in their account for the RAB to use.
Chairman Informed the board members that he attended the Ecology Board Meeting- stated that if something was created regarding allowing boards to fundraise to present to the commission they would participate.
Chairman Samaria also attended Parks & Parkways Board Meeting stated only two members were interested in the fundraising idea.
Chairman Samaria stated that Board Member Silverman suggested a list be created for the fundraising ideas and what the money will be used for.
Chairman Samaria stated that Chairman Keys asked
Chairman Samaria "Why they don't fundraise through the foundation?". Chairman Samaria stated that Barbara Kuhl agreed with Chairman Samaria to not fundraise through the BPF. Chairman Samaria missed the Public Art Advisory Board missed meeting. Chairman Samaria stated he will attend the boards' entire meeting once



again to revisit the fundraising idea.

5c. Bike race event sponsored by Rec. Board- Rosemary explained Bike Race Package (See Attachment). Three age groups will be participating in the race. Chairman Samaria motioned to approve the 10 Ft Banner, Seconded by Elizabeth Goldman Passed 4-0.

Andrew Hahn contact to Bike Nerds for sponsorship opportunity. Also discussed advertising in The Egret, the Miami Shores Chamber of Commerce website, the Biscayne Park (BP) Newsletter. Motion was made by Rosemary Wais to advertise in Miami Shores Chamber of Commerce .Seconded by Andrew Hahn. All in favor 3-1, Chairman Samaria opposed. Elizabeth Goldman volunteered to make the flyers and will bring the final draft to the June 23rd meeting.

5d. Movie night- Chairman Samaria stated that he was disappointed at the lack of board member participation at the last movie night event. Board members Elizabeth was apologetic about not attending. Discussion was had that the Movie Night was no the correct event to have a table.

6. NEW BUSINESS

6a. Changing order on agenda and minutes-Chairman Samaria informed everyone that he changed the order of the agenda. The changes that were made are switching the order of Old Business and New Business.

6b. 9/11 Event-Chairman Samaria introduces the 9/11 Event to RAB and planned event. Chairman Samaria made a motion for the RAB to sponsor the 9/11 memorial event on September 11th from 7pm-9pm. Second by Andrew Hahn. All in favor 4-0. Discussion was had about the event and a motion was made by Rosemary Wais to have Chairman Samaria in charge of the 9/11 Event. Second by Andrew Hahn. All in Favor 4-0.

7. PUBLIC COMMENT- No Public Comment

8. FUTURE CALENDAR OF EVENTS

8a. Calendar for upcoming year-Not Discussed

9. FUTURE FUND RAISING

9a. Calendar for upcoming year-Not Discussed

10. ANNOUNCEMENTS / SCHEDULE OF NEXT MEETING – The next meeting of the Recreation Advisory Board is **Tuesday June 23, 2015**, at 7:00PM.

11. ADJOURNMENT- Motion to Adjourn Rosemary Wais Seconded by Dan Samaria ALL IN FAVOR 4-0. Meeting Adjourned at 8:45pm.

Minutes approved on: _____



The Village of Biscayne Park

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PLANNING & ZONING BOARD

Gage Hartung
Chairman

Andrew Olis
Vice Chairman

Elizabeth Hornbuckle
Doug Tannehill

MINUTES PLANNING & ZONING BOARD MEETING Ed Burke Recreation Center 11400 NE 9th Court – Biscayne Park, FL Monday, June 1st, 2015 at 6:30pm

1. CALL TO ORDER

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

2. ROLL CALL

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

3. ADDITIONS, DELETIONS OR DISCUSSIONS TO ORDER OF BUSINESS

Elect new chair and vice chair member

Chairman – Gage Hartung
Vice Chair – Andrew Olis

4. APPROVAL OF MINUTES

May 18th, 2015
Motion by E. Hornbuckle, seconded A. Olis and approved 3-0

5. PAINT PERMITS

a.Church of Resurrection
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
b.Obregon – 1106 NE 118th St
Motion by E. Hornbuckle, seconded by A. Olis and approved 3-0

6. BUILDING PERMITS

a.Bergquist – 1105 NE 116th St – Reroof
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
b.Garcia – 441 NE 119th St – Shed (after the fact)
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
c.Strowbridge – 11633 NE 11th Pl – Replace windows
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
d.Mainade – 11711 Griffing Blvd – Replace windows
Motion by A. Olis, seconded E. Hornbuckle and approved 3-0
e.Rawson – 1012 NE 116th St – Remodel driveway
Motion by E. Hornbuckle, seconded by A. Olis and approved 3-0
f. Simpson – 1004 NE116th St – Replace windows
Motion by A. Olis, seconded by E. Hornbuckle, and approved 3-0
g.Larsen – 868 NE 119th St – Replace windows
Motion by E. Hornbuckle, seconded by A. Olis and approved 3-0
h.Latta – 922 NE 109 St - Reroof
Motion by E. Hornbuckle, seconded by A. Olis and approved 3-0
i.Romano – 725 NE 114th St – New screen porch
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
j.Bowen – 12025 Griffing Blvd – Replace windows
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0



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k. Dietermann Group LLC – 11900 Griffing Blvd – Renovation
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
*pending revision plans
l. Amsler – 860 NE 109 St – Replace windows
Motion by E. Hornbuckle, seconded by A. Olis, and approved 3-0
m. Nevarez – 11311 NE 8th Ave – Reroof
Motion by E. Hornbuckle, seconded by A. Olis and approved 3-0
n. Ferstle – 11220 NE 8th Ct – Replace gate
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
o. Sweetland Real estate – 10706 NE 9th Ave – Install pavers
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
p. Goehl – 925 NE 115 St – Replace windows
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0

7. **Administrative Variance**

None

8. **Variance**

a. Nalepa – 775 NE 113th St – New swimming pool
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0

The next meetings of the Planning & Zoning Board are Monday, June 15th and Monday, July 6th, 2015.

8. **ADJOURNMENT**

This meeting was adjourned at 7:20 p.m.

Minutes approved on: _____

(Date)

By: _____

Gage Hartung, Chair Planning & Zoning Board



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PLANNING & ZONING BOARD

Gage Hartung
Chairman

Andrew Olis
Vice Chairman

Elizabeth Hornbuckle
Doug Tannehill
Jacqueline Pallango

MINUTES PLANNING & ZONING BOARD MEETING Ed Burke Recreation Center 11400 NE 9th Court – Biscayne Park, FL Monday, June 15th, 2015 at 6:30pm

1. CALL TO ORDER

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

2. ROLL CALL

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

3. ADDITIONS, DELETIONS OR DISCUSSIONS TO ORDER OF BUSINESS

4. APPROVAL OF MINUTES

June 1st, 2015.
Motion by A. Olis, seconded by G. Hartung and approved 4-0

5. PAINT PERMITS

None

6. BUILDING PERMITS

a. Martins – 10880 NE 9th Ave – Replace windows
Motion by A. Olis, seconded by D. Tannehill and approved 4-0
b. Byer – 841 NE 118th St – Reroof
Motion by D. Tannehill, seconded by A. Olis and approved 4-0
c. Baloyra – 1012 NE 117th St – Reroof
Tabled – Pending more information
d. Villar – 11237 NE 8th Ave – Resurface driveway
Motion by D. Tannehill, seconded by A. Olis and approved 4-0
e. Parizo – 820 NE 109th St – Replace windows
Motion by A. Olis, seconded by D. Tannehill and approved 4-0
f. Ambrosino – 735 NE 113th St – Replace windows
Motion by D. Tannehill, seconded by A. Olis and approved 4-0
g. Gonzales – 11315-17 NE 11th Pl – Backyard fence
Motion by A. Olis, seconded by D. Tannehill and approved 4-0
h. Ramirez – 11015 NE 8th Ct – Replace windows
Motion by A. Olis, seconded by D. Tannehill and approved 4-0
i. Curzo – 11503 NE 11th Pl – Change wood deck (after the fact)
Motion by A. Olis, seconded by D. Tannehill and approved 4-0
i.a. Curzo – 11503 NE 11th Pl – Install wood gate (after the fact)
Motion by D. Tannehill, seconded by A. Olis and approved 4-0
j. Chen – 1016 NE 117th St – Replace garage door
Motion by A. Olis, seconded by D. Tannehill and approved 4-0
k. Orellana – 11001 NE 9th Ave – Replace windows
Motion by A. Olis, seconded by D. Tannehill and approved 4-0
l. Ely – 800 NE 118th St – Replace garage door
Motion by A. Olis, seconded by D. Tannehill and approved 4-0



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7. Administrative Variance

None

The next meetings of the Planning & Zoning Board are Monday, July 6th, 2015 and Monday, July 20th, 2015.

8. ADJOURNMENT

This meeting was adjourned at 7:03 p.m.

Minutes approved on: _____
(Date)

By: _____
Gage Hartung, Chair Planning & Zoning Board



PUBLIC ART
ADVISORY BOARD

Ximena Datorre
Karen Marinoni
Larry Newberry
Amy Raymond
Susan Weiss

**MINUTES
PUBLIC ART ADVISORY BOARD
Ed Burke Recreation Center, 11400 NE 9th Ct., Biscayne Park, FL
Wednesday, June 10, 2015 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, Amy Raymond and Susan Weiss. Ximena Datorre and Larry Newberry were absent. Also present was Village Clerk Maria Camara.
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 May 13, 2015, and it was seconded by Susan Weiss. All in favor. Motion carries 3-0.
5. OLD BUSINESS –
 - a. Status of sculpture for pet waste station locations: Amy Raymond will follow up with Larry Newberry and other artists to provide costs and mock design.
 - b. Call to Artists: The board members discussed the following:
 - i. Who it will be sent to which includes artists the members are familiar with and universities/schools.
 - ii. Include that the artist may be responsible for the installation.
 - iii. An entry fee, non-refundable.
 - iv. Judging/jury utilizing art professionals.
 - v. Limiting the piece to a certain representation, for example, having to do with nature.

Susan Weiss to draft the Call to Artists to discuss at next meeting.
 - c. Photo Contest: Update the flyer to coincide with the Bark of July event on July 5th. Clerk Camara to discuss with Parks & Recreation Manager and update the flyer. Photos will be geared towards pets.



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6. NEW BUSINESS

- a. Karen Marinoni provided a picture of papier mache art as an example of what could be exhibited in new Administration Annex, Village Hall log cabin, if space available.

7. NEXT MEETING DATE – Wednesday, July 8, 2015, at 6:00pm.

8. ADJOURNMENT – Meeting was adjourned at 6:30pm.

Minutes approved on _____.