



# Village of Biscayne Park

## Commission Agenda Report

**Village Commission Meeting Date:** November 10, 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 - July 15, 2015 (Amended Draft)
- Recreation Advisory Board - January 27, 2015
- Recreation Advisory Board - September 29, 2015
- Recreation Advisory Board - October 27, 2015 DRAFT
- Planning & Zoning Board - October 5, 2015
- Planning & Zoning Board - October 19, 2015
- Planning & Zoning Board - November 2, 2015 DRAFT
- Code Compliance Board - October 14, 2015 DRAFT
- Public Art Advisory Board - October 21, 2015 DRAFT
- Stormwater Master Plan Project Kickoff Meeting - September 19, 2015



PARKS &  
PARKWAY  
ADVISORY BOARD

Dan Keys  
Chairman

Barbara Kuhl  
Kimberlee Misek  
Robert Silverman  
Randy Wagoner

**MINUTES**  
**PARKS & PARKWAY ADVISORY BOARD**  
**Ed Burke Recreation Center 11400 NE 9<sup>th</sup> Court**  
**Wednesday, July 15, 2015 at 7:00 PM**

1. CALL TO ORDER AND ROLL CALL – Barbara Kuhl, Kimberlee Misek, Robert Silverman, Randy Wagoner and Dan Keys were present; Commissioner Barbara Watts was in attendance as an audience member. No staff members were present as Krishan Manners had a last minute urgent matter to attend to.
  2. AGENDA ADDITIONS AND DELETIONS – Budget discussions. See new business.
  3. PUBLIC COMMENT (PERMITTED FOR EACH AGENDA ITEM) – As indicated below.
  4. APPROVAL OF MINUTES – The Minutes of May 20<sup>th</sup> and June 17, 2015 were approved unanimously.
  5. OLD BUSINESS
    - A. **General median maintenance** – No Staff Report was available.
    - B. **Tree removal and tree trimming issues** – Work has commenced. The Board discussed some of the work that had been done on 113 Street at 8<sup>th</sup> Court as being poorly executed. In particular, sloppy chainsaw work that caused damage and the stub cutting of some limbs. The Board reiterated that it was desirous of having major, equipment intensive work accomplished by the contractor, leaving the minor tasks to Village staff.
    - C. **Athletic field turf maintenance** – Barbara Kuhl reported that the Manager’s report indicated that the field had been fertilized and treated for mole crickets. Mr. Keys suggested that staff provide the highest levels of fertilization possible (possibly greater than now being provided) at this time in order to take advantage of the warm wet weather for recuperative growth.
- Lighting** - As a side note, Barbara mentioned that at a recent Commission meeting, the Biscayne Park Foundation offered the Commission \$2,000 from its fund raising efforts towards “lighting” at the Recreation center. The Board discussed the advisability of doing any lighting prior to a more comprehensive study being done.



Kimberlee Misek was going to see if she could get a lighting contractor she works with to assist in the process. The following motion was made and passed unanimously: "The Parks and Parkways Board recommends that a lighting study of the entire park area be done before installation of any lighting at the Recreation Center is commenced,"

**D. Highway Beautification Grant Proposal made for median of NE 6<sup>th</sup> Ave** – No report given.

**E. Sixth Ave. Bridge Grant** – Barbara Kuhl reported that the Manager's report indicated that staff was investigating the installation of electrical service at the bridge sight, apparently to support some sort of irrigation system. The Board did not know if this was for the installation of a pump or for timers related to a city water supply controller. Kimberlee Misek advised that contrary to previous discussions, she believed that water could be pumped from the canal.

Dan Keys questioned the need or advisability of reestablishing soil rings around the plant material recently planted. He advised that he believed that this was unneeded for the retention of irrigation water at this point. He added that good horticultural practices would be to actually remove the soil that constituted the initial soil rings so as not to have this soil cover the roots of the plant material. He added that soil placed on top of root systems (or allowed to erode to that location) would encourage the development of girdling roots.

Mr. Keys advised that he had not been contacted about providing assistance to staff with the location of the ground cover plant material on the West side planting. This assistance was offered at the May meeting.

**F. Discussion of path forward for design and construction of secondary entrance signage related to grant funding** – Barbara Kuhl advised that the Manager's Report indicated that surveys were being done for the sign locations and that bidding of necessary work was processing forward. Apparently, curbing at the sign locations would be considered as new fiscal year expenditure.

**G. Tree Fertilization** – No report.

**H. Million Orchid Project of Fairchild Garden** – No report.

**I. New proposed swale ordinance** – Barbara Kuhl reported that the Commission decided to postpone the section of the Swale



Ordinance dealing with what could be planted on the Swale by residents, with the possible exception of the issue of maintenance responsibility for those plant materials.

J. **Resolution of “Conflicting Tree Location” issues** – No report given.

K. **Restoration of 6<sup>th</sup> Ave irrigation** – No progress.

L. **Discussion of landscaping for new administration building** – Kimberlee Misek provided site plan drawings of the new administration building, which showed that there was not going to be any raised planting area division between NE 114 Street and the parking area of the facility. This is resulting in a large asphalted area, The Board had pointed out this condition to staff several months ago prior to the finalization of the site plan and asked that the condition be remedied, if possible. The Board member’s discussed their disappoint that changes were not made prior to construction of the building.

M. **Discussion of changes made to landscape in front of 113 st entrance sign** – No discussion.

N. **Discussion regarding proposal to repurpose athletic field -** Barbara Kuhl mentioned that Commissioner Watts had suggested a Charette for the purpose of discussing the idea of repurposing the athletic field. Commissioner Watts clarified that she did so because she thought that the issue needed more discussion even as to the advisability of any repurposing.

The Board again discussed its previous motions against repurposing the athletic field. The Board questioned the need for a different facility and members wondered what support if any was behind the repurposing effort. The Board members opined that various desired facilities, such as a vita course or similar exercise facility could be incorporated into the Village park system and that many discussions have taken place at Parks and Parkways and Median Review meetings over the years regarding this matter. The Board and its several professionals and otherwise well informed members are willing to provide further advice on this matter as it and its members are charged to do by Board enabling legislation.

## 7. NEW BUSINESS

### A. **Budget Discussion** –

1. The Board discussed the need for qualified direction of the tree-trimming contractors and suggested that funding for an Arborist be provided for this purpose. The Board discussed the general need for tree trimming to be addressed prior to other new projects being



## *The Village of Biscayne Park*

640 NE 114<sup>th</sup> St., Biscayne Park, FL 33161  
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- moved forward. The need for specific funding for the arborist, removal of conflicting trees and dead and diseased trees and for major structural pruning of trees was discussed and encouraged.
2. The board made and passed the following motion, unanimously: "That the Board recommends that a Millage Rate of 9.7 Mills be maintained in part to address the need for deferred tree maintenance". The Board added that \$20,000 - \$50,000 could responsibly be spent in the next fiscal year to begin to address these issues. The Board further suggested that this funding, if provided, be specifically identified in a separate line item so that it could not be redirected without notice.
  3. Basketball Court – The Board discussed the condition of the Basketball Court and advised that funding should be provided in the budget for the renovation of this intensely used facility. The Board added that concentration on providing for the maintenance, and renovation if needed of all existing facilities be provided first before new facilities are built.

NEXT MEETING DATE – Tentatively, August 26, 2015 at 7 PM.

ADJOURNMENT – the meeting adjourned at approximately 9:00 PM.

Minutes of July 15, 2015 were approved on \_\_\_\_\_

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



**RECREATION  
ADVISORY BOARD**

Dan Samaria  
Chairman

Ivette Cordero  
Elizabeth Goldman  
Noah Jacobs  
Dan Rodriguez

Alternate  
Rosemary Wais

**MINUTES**

**RECREATION ADVISORY BOARD**

**Ed Burke Recreation Center, 11400 NE 9<sup>th</sup> Ct., Biscayne Park, FL  
Tuesday, January 27, 2015 at 7:00PM**

1. CALL TO ORDER- The meeting was called to order at 7:03pm.
2. ROLL CALL –Present -Dan Samaria, Dan Rodriguez, Ivette Corredero and Rosemary Wais. Also present was Parks and Recreation Manager Shelecia Bartley, Village Manager Heidi Siegel and Pubic Service Manger Krishan Manners.  
Absent- Noah Jacobs
3. AGENDA ADDITIONS AND DELETIONS – Additions-5E
4. APPROVAL OF MINUTES –No minutes were approved.
5. NEW BUSINESS –
  - a. Commission honoring Rec Board for Winter Fest- Discusion was had with the board that the Commission presented the board with a certificated of appreciation for participating in Winter Fest. Rosemary Wais accepted the award on the boards behalf. Chairman Samaria made copies and gave them to each board member.
  - b. Meet the residents- Discussion held by the board. The no residents attended the meeting. Chairman Samaria made a motion to post pone the raffle for the meet the residents' meeting. Seconded by Dan Rodriguez. All in favor 4-0. Acknowledgement was given to board member Ivette Corredero and Chairman Samaria for donating food for the meeting.
  - c. Book case donation from Creepy Critters- Chairman Samaria discussed having his company donate a bookcase. Discussion not applicable to the board.
  - d. New Ideas-Discussion was had by board. Chairman Samaria informed new board members about some of the things the board had discussed in the past.



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- e. Introduction of Board Member Dan Rodriguez- Mr. Rodriguez introduced himself and stated that his interest for being on the board is children safety.

### 6. OLD BUSINESS –

- a. Report on Garbage Can enclosure- Board discussed purchasing material to complete garbage enclosure. Park Manager informed this project is no longer needed and that the board can focus its efforts on another need for the recreation center. Chairman Samaria made a motion to re allocate the fund. Seconded by Dan Rodriguez. All in Favor 4-0.
- b. Discussion for Valentine's Day Event- Discussion was held by the board to have the Movie Night/Picnic Event on Valentine's Day. The event would have to take place for next year due to lack of timing.
- c. Update on Fridge purchase for the Recreation Center.- \$536 was spend on the new fridge for the Recreation Center. Public Service Manager Manners informed board that the fridge was purchase, delivered and installed. Manager Manners also informed the board of the materials needed to repair the Rec Center Restrooms.
- d. Discussion on Winter Fest- Discussion was had about the event. All members agreed that the event was a success. Rosemary Wais recapped the event for the members that did not attend. Discussed what changes the board could use for the event next year.

7. PUBLIC COMMENT- Ivette Corrdero- Wanted to know how we can get the residents to use the park and take more ownership? Manger Siegel informed her staff is working changing the culture of the park and cleaning up the behavior in the park.  
Chairman Samaria- Brought up an idea on how to manager resident and nonresident usage in the park. Discussed idea of creating a recreation survey.

8. NEXT MEETING DATE – Tuesday, F 24<sup>th</sup>, 2015, at 7:00pm

9. ADJOURNMENT – Meeting was adjourned at 8:20pm.

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Minutes approved on \_\_\_\_\_  
Chairman Dan Samaria \_\_\_\_\_



RECREATION  
ADVISORY BOARD

Dan Samaria  
Chairman

Ivette Corrdero  
Elizabeth Goldman  
Andrew Hahn  
Rosemary Wais

Alternate  
Bridgita Pallango

**MINUTES**  
**RECREATION ADVISORY BOARD**  
**Ed Burke Recreation Center 11400 NE 9<sup>th</sup> Court**  
**Tues September 29, 2015 at 7:00PM**

1. **CALL TO ORDER**- Meeting was called to order at 7:15pm
2. **ROLL CALL**-**Present:** Dan Samaria, Elizabeth Goldman, Rosemary Wais,  
**Absent-** Andrew Hahn, Ivette Corredero, Bridgita Pallango.
3. **ADDITIONS, DELETIONS OR WITHDRAWALS TO ORDER OF BUSINESS**  
Addition- 6D, 6E, 6D,6F,6G
4. **APPROVAL OF MINUTES**-Motion made by Elizabeth Goldman to Approve the minutes from August 25, 2015 meeting. Second by Dan Samaria. All in Favor 3-0.
5. **OLD BUSINESS**
  - 5a. 9/11 Event - Discussion was had about the event held in the recreation center. Chairman Samaria expressed his disappointment in the lack of participation from the Village. Discussion had to see what changes could be made for the 15<sup>th</sup> anniversary. Some suggestions were the advertising, the length of time the memorial is on display
  - 5b. Foundation Meeting-Chairman Samaria met with the foundation. He submitted the funds collected from the Bike Race and also received the reimbursement check for Rosemary Wais. The BP Foundation & RAB Agreed to ear mark any funds that the RAB submits to be used for the recreation center.
6. **NEW BUSINESS**
  - 6a. Discussion City Manager's Workshop- Manager Bartley gave a brief review on what topics were discussed at the workshop. Topic was brought up why the basketball courts were closed. Rosemary Wais suggested it should be open until the maintenance is performed on the basketball court. The board all agreed that the court should be used until the repairs are started. Rosemay Wais give suggestions on how the court could be utilized by all (rotating the time on the courts). Board members recommended that Carlos Manzenero to speak at the upcoming commission meeting about the basketball courts.



- 6b. Halloween Event –Manager Bartley gave an update on what is planned for the Halloween Event. The board informed the manager that they could help volunteer At the event.
- 6c. Winter Fest- Discussion about the RAB contribution would be towards the event. RAB will have a table and a candy counting contest. Motion to table and have a candy contest was made by Dan Samaria. Seconded by Rosemary Wais. All in favor 3-0.
- 6d. Welcome Package- Rosemary Wais brought up the discussion about create a package to give to new residents when they move into the village. Included in the package would be things to expect, contact information, newsletter, etc. The packet would be given to the new residents as they move in to become more involved. Chairman Samaria stated this would be a great idea and have the residents feel welcome. He mentioned that a long time ago there was some sort of welcome package but to receive it you have to go to Village Hall. Rosemary Wais made a motion to have the board create a welcome package. Seconded by Dan Samaria. All in favor 3-0.
- 6e. Food Drive-Discussion was had by the board about having a Thanksgiving Food drive. Board decided to collect goods for the Miami Rescue Mission. Motion was made by Dan Samaria to start the food drive starting September 29<sup>th</sup> Through November 14<sup>th</sup> . Seconded by Rosemary Wais. All in favor 3-0.
- 6f. October Fest- Discussion was had by Chairman Samaria, that his business will sponsor a table and the money collected will be donated to the recreation center.
- 6g. Computers in Recreation Center- Discussion was brought up about having computers in the recreation center. Manager Bartley inform the group that is written documentation that states the recreation center must have a accessible computer for use. It was also mentioned that there is a computer it is just not working at this point in time. Chairman Samaria stated in the past he has a computer he wanted to donate to the recreation center.

#### **7. Public Comments-**

Carlos Manzenero- In the past had to make repairs to one of the hoops in basketball Court. Started manager emailed him and requested not to repair equipment but to inform staff if there are any issues. Carlos shared along with resident Lori Agostini what was done in the past when the Courts were closed (Locked the gates, placed crowbars on the hoops, removed the rims etc. ) Carlos thought it was great that the village was going to close the courts for maintenance but was displeased because after a week he has to take his “team” to another park to practice. Carlos feels that his organized team is a positive thing for the village because it’s the youth a positive outlet to play sports.

Lori Agostini- Stated that in her opinion the reason that the curt is closed is because



the majority of the youth that use the courts are black. She also stated that even if race isn't the reason that the courts are closed, that is the perception that is given.

As a mother of one of the youth on the self organized team, she feels it unfair that the boys are penalized due to the behavior of some youth that are not associated with the self created team. Also mentioned that she would like to see BP sponsored teams similar to one that the village had years ago.

Lori has a contact at the Miami Rescue Mission and she will have the contact person deliver the empty boxes and collect the filled boxes when the food drive is completed.

Lori also gave suggestions on usage for computers in the recreation center. She suggested if there are multiple people waiting to use the computer but time limits on usage.

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

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

Elizabeth Goldman wanted to bring a discussion to look into some of the grant options that have been used and that are available for the recreation center to use for the recreation center. Recreation Manager informed her that she will look into past funding options. Rosemary Wais suggested that a fundraising goal for the board to get materials for the basketball court

**10. ANNOUNCEMENTS / SCHEDULE OF NEXT MEETING** – The next meeting of the Recreation Advisory Board is **Tuesday October 27, 2015**, at 7:00PM.

**11. ADJOURNMENT**-Meeting Adjourned at 8:48pm Motion Made by Dan Samaria Seconded by Rosemary Wais. All in favor 3-0.

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

\_\_\_\_\_  
Dan Samaria, Chairman



**MINUTES  
RECREATION ADVISORY BOARD**

**Village Hall 640 Ne 114 Street  
Tues October 27, 2015 at 7:00PM**

**RECREATION  
ADVISORY BOARD**

**Dan Samaria  
Chairman**

**Elizabeth Goldman  
Rosemary Wais  
Bridgita Pallango**

- 1. CALL TO ORDER-** Meeting was called to order at 7:09pm
- 2. ROLL CALL-** Present – Dan Samaria, Elizabeth Goldman and Rosemary Wais. Bridigita Pallango arrived at 7:19pm. Present from Staff: Shelecia Bartley, Park & Recreation Manager
- 3. ADDITIONS, DELETIONS OR WITHDRAWALS TO ORDER OF BUSINESS**  
Remove 5D.
- 4. APPROVAL OF MINUTES-** Approval of the Minutes from January 27<sup>th</sup>, 2015, July 28<sup>th</sup> 2015 and September 29,2015. Motion made by Rosemary Wais. Seconded by Dan Samaria. All in favor 3-0.
- 5. OLD BUSINESS**
  - 5a. Upcoming Winterfest- Board had discussion on what they are doing at the Winterfest. Board discussed adding House Decorating Contest results to be announced at the event. Board also discussed hosting a house decorating contest to be held during the month of December. All homes in the contest would have to be decorated and entered by December 5<sup>th</sup>. The board would judge the homes from December 6<sup>th</sup> to December 13<sup>th</sup>. There will be a judges meeting on December 15<sup>th</sup> at 7pm to decide the winner. Rosemary Wais made the motion to hold the contest that would be sponsored by the board. Seconded by Elizabeth Goldman. All in Favor 4-0.
  - 5b. Welcome Packet- Rosemary Wais informed board that she and Manager Bartley had been working on updating the Welcome Packet that is given to the new residents of the Village. Copies of the packet were provided to the members to review. A motion was made by Bridgita Pallango to present the package to the Commission at the November 10<sup>th</sup> 2015 meeting. Seconded by Dan Samaira. All in favor 4-0.
  - 5c. Food Drive for the Needy-Board had discussion about the collection of can goods for the needy. Manager Bartley informed the board that she would contact Lori Cajas-Agustini about the box for donations.



**6. NEW BUSINESS**

6a. Ask Commission to replace two lost board members-Manager Bartley informed the board that there are no pending applications for members to join the board.

**7. Public Comments-**

Dan Samaria (Creepy Critters)- Informed the board that his sponsorship at the Food & Tunes event was successful. He stated there was an miscommunication between the Foundation and himself with ticket sales. He informed the board that his company is donating \$100 to the Foundation for the Recreation Advisory Board.

**8. FUTURE CALENDAR OF EVENTS**

8a. Calendar for upcoming year- Rosemary has a list of activities to plan and host in the Village. She mentioned if anyone has any input to let her know so she can add it to the list. Rosemary also brought the idea to the board to host an obstacle course at the upcoming Spring Fest.

**9. ANNOUNCEMENTS / SCHEDULE OF NEXT MEETING** – The next meeting of the Recreation Advisory Board is **Tuesday November 17, 2015**, at 7:00PM.

**10. ADJOURNMENT-** Meeting was adjourned at 8:12pm Motion was made by Elizabeth Goldman. Seconded by Rosemary Wais. All in Favor 4-0.

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

\_\_\_\_\_  
Dan Samaria, Chairman



## The Village of Biscayne Park

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### PLANNING & ZONING BOARD

Gage Hartung  
Chairman

Andrew Olis  
Vice Chairman

Elizabeth Hornbuckle  
Doug Tannehill  
Jacqueline Pallango

Alternates  
Max Deitermann  
Mario Rumiano

### MINUTES PLANNING & ZONING BOARD MEETING Ed Burke Recreation Center 11400 NE 9<sup>th</sup> Court – Biscayne Park, FL Monday, October 5<sup>th</sup>, 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 – present  
Andrew Olis – Vice chair – absent  
Elizabeth Hornbuckle – Board Member – present  
Doug Tannehill – Board Member – present  
Jackie Pallango – Board Member – present  
Max Deitermann – Alternate – absent  
Mario Rumiano – Alternate – absent  
Shanesa Mykoo, Krishan Manners and Sal Annese – Staff attendance – present

#### 3. OLD BUSINESS, DELETIONS OR DISCUSSIONS TO ORDER OF BUSINESS

##### APPROVAL OF MINUTES

September 21<sup>st</sup>, 2015.

Motion by D. Tannehill, seconded by E. Hornbuckle and approved 4-0

#### 4. PAINT PERMITS

a. Grizzle - 850 NE 121<sup>st</sup> St

Motion by D. Tannehill, seconded by J. Pallango and approved 4-0

#### 5. BUILDING PERMITS

a. Adams – 11525 NE 8<sup>th</sup> Ave – Replace door

Motion by D. Tannehill, seconded by E. Hornbuckle and approved 4-0

b. Goudie – 715 NE 119<sup>th</sup> St – Reroof

Motion by D. Tannehill, seconded by E. Hornbuckle and approved 4-0

c. Hornbuckle – 950 NE 117<sup>th</sup> St – Reroof

Motion by D. Tannehill, seconded by J. Pallango and approved 3-0

\*E. Hornbuckle recused from vote.

d. Jester – 926 NE 109<sup>th</sup> St – Remodel driveway

Motion by E. Hornbuckle, seconded by D. Tannehill and tabled 4-0

\*Pending more information.

e. Mainade – 11711 Griffing Blvd – Install doors

Motion by E. Hornbuckle, seconded by D. Tannehill and approved 4-0

f. Theard – 11390 NE 8<sup>th</sup> Ave – Replace door

Motion by E. Hornbuckle, seconded by D. Tannehill and approved 4-0

g. Simpson – 920 NE 118<sup>th</sup> St – Hurricane panels

Motion by E. Hornbuckle, seconded by J. Pallango and approved 4-0

h. Sampedro – 1045 NE 120<sup>th</sup> St – Replace windows and doors

Motion by D. Tannehill, seconded by E. Hornbuckle and approved 4-0

#### 7. Administrative Variance

None



## *The Village of Biscayne Park*

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The next meetings of the Planning & Zoning Board are Monday, October 19<sup>th</sup>, 2015 and Monday, November 2<sup>nd</sup>, 2015.

### 8. ADJOURNMENT

This meeting was adjourned at 6:50 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

Alternates  
Max Deitermann  
Mario Rumiano

## MINUTES PLANNING & ZONING BOARD MEETING Ed Burke Recreation Center 11400 NE 9<sup>th</sup> Court – Biscayne Park, FL Monday, October 19<sup>th</sup>, 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 – present  
Andrew Olis – Vice chair – present  
Elizabeth Hornbuckle – Board Member – present  
Doug Tannehill – Board Member – absent  
Jackie Pallango – Board Member – present  
Max Deitermann – Alternate – absent  
Mario Rumiano – Alternate – absent  
Shanesa Mykoo, Krishan Manners and Sal Annese – Staff attendance – present

### 3. OLD BUSINESS, DELETIONS OR DISCUSSIONS TO ORDER OF BUSINESS

a. Jester – 926 NE 109<sup>th</sup> St – Remodel driveway  
-Tabled  
-Pending more information

### 4. APPROVAL OF MINUTES

October 5<sup>th</sup>, 2015.  
Motion by E. Hornbuckle, seconded by J. Pallango and approved 4-0

### 5. PAINT PERMITS

None

### 6. BUILDING PERMITS

a. Olis – 530 NE 119<sup>th</sup> St – Replace existing wood gate  
Motion by E. Hornbuckle, seconded by J. Pallango and approved 3-0  
-A. Olis recused from vote.  
b. Mainade – 11711 Griffing Blvd – Remodel driveway  
Motion by A. Olis, seconded by E. Hornbuckle and approved 4-0  
c. Huntington – 744 NE 119<sup>th</sup> St – Replace garage door  
Motion by A. Olis, seconded by J. Pallango and approved 4-0  
d. Dirainondo – 11401 NE 10<sup>th</sup> Ave – Replace windows  
Motion by A. Olis, seconded by E. Hornbuckle and approved 4-0  
e. Shapiro – 990-970 NE 120<sup>th</sup> St – Install windows  
Motion by A. Olis, seconded by E. Hornbuckle and approved 4-0

### 7. Administrative Variance

The next meetings of the Planning & Zoning Board are Monday, November 2<sup>nd</sup>, 2015 and Monday, November 16<sup>th</sup>, 2015.



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### 8. ADJOURNMENT

This meeting was adjourned at 6: 40 p.m.

Minutes approved on: \_\_\_\_\_ (Date) 11/2/15

By: \_\_\_\_\_  
Gage Hartung, Chair Planning & Zoning Board



# 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

Elizabeth Hornbuckle  
Doug Tannehill  
Jacqueline Pallango

Alternates  
Max Deitermann  
Mario Rumiano

## Minutes

### PLANNING & ZONING BOARD MEETING

Ed Burke Recreation Center

11400 NE 9<sup>th</sup> Court – Biscayne Park, FL

Monday, November 2<sup>nd</sup>, 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 – present  
Andrew Olis – Vice chair – present  
Elizabeth Hornbuckle – Board Member – present  
Doug Tannehill – Board Member - present  
Jackie Pallango – Board Member – absent  
Max Deitermann – Alternate – absent  
Mario Rumiano – Alternate – absent  
Shanesa Mykoo, Krishan Manners and Sal Annese – Staff attendance - present

#### 3. OLD BUSINESS, DELETIONS OR DISCUSSIONS TO ORDER OF BUSINESS

#### 4. APPROVAL OF MINUTES

October 19<sup>th</sup>, 2015.  
Motion by A. Olis, seconded by E. Hornbuckle and approved 4-0

#### 5. PAINT PERMITS

None

#### 6. BUILDING PERMITS

a. Dominia – 870 NE 111<sup>th</sup> St – Reroof  
Motion by A. Olis, seconded by E. Hornbuckle and approved 4-0  
b. Kirschning – 750 NE 121<sup>st</sup> St – Window replacement  
Motion by A. Olis, seconded by D. Tannehill and approved 4-0  
c. Weil – 850 NE 111<sup>th</sup> St – New pool and deck  
Motion by E. Hornbuckle, seconded by D. Tannehill and approved 4-0  
d. Allen – 11325 NE 8<sup>th</sup> Ct – New pool and deck  
Motion by E. Hornbuckle, seconded by A. Olis and denied 4-0  
- Not within setbacks.  
e. Pena – 831 NE 109<sup>th</sup> St – Install fence in rear of property  
Motion by A. Olis, seconded by D. Tannehill and approved 4-0  
-Property line to building setback in rear must be 4ft.  
e.a. Pena – 831 NE 109<sup>th</sup> St – Revise fence permit on side of property  
Motion by A. Olis, seconded by E. Hornbuckle and approved 4-0  
f. 951 NE 119<sup>th</sup> St LLC – Install carport ( After the fact)  
-Tabled  
-Pending more information  
g. Cohen - 11638 NE 7<sup>th</sup> Ave – Install driveway  
Motion by E. Hornbuckle, seconded by D. Tannehill and approved 4-0



## *The Village of Biscayne Park*

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### 7. Variance

- a. Pena – 831 NE 109<sup>th</sup> St – Install shed
- Tabled by board members, pending resident's decision to proceed with variance.

The next meetings of the Planning & Zoning Board are Monday, November 16<sup>th</sup>, 2015 and Monday, December 7<sup>th</sup>, 2015.

### 8. ADJOURNMENT

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

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

By: \_\_\_\_\_  
Gage Hartung, Chair Planning & Zoning Board



CODE  
COMPLIANCE  
BOARD

Gary Kuhl  
Chairman

Harvey Bilt  
Dale Blanton  
Linda Dillon  
Jenny Johnson-  
Sardella

Laura Graves  
Alternate

**MINUTES**  
**CODE COMPLIANCE BOARD**  
**Ed Burke Recreation Center 11400 NE 9<sup>th</sup> Court**  
**Wednesday, October 14<sup>th</sup>, 2015 at 7:00pm**

**1. CALL TO ORDER**

This meeting was called to order at 7:00 p.m.

**2. ROLL CALL**

Gary Kuhl – Chair – present  
Dale Blanton – Vice Chair – present  
Harvey Bilt – present  
Linda Dillon – present  
Jenny Johnson- Sardella – absent  
Laura Graves – Alternate – present  
Shanesa Mykoo, Reginald White and Krishan Manners – Staff attendance - present

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

- Item 7.c. – deleted

**4. APPROVAL OF MINUTES**

a. September 16<sup>th</sup>, 2015.  
Motion by L. Dillon, seconded by D. Blanton and motion passed 5-0

**5. NEW BUSINESS**

- a. Micheala Bittner – 11915 NE 11<sup>th</sup> Ct – Garbage containers not stored properly: Case# 15-0591.  
Motion by D. Blanton, seconded by L. Dillon and motion passed 5-0.  
Not in compliance, \$25.00 fine along with a \$5.00 daily fine commencing as of October 15<sup>th</sup>, 2015.
- b. Patricia M. Costa – 1000 NE 119<sup>th</sup> St – Overgrown grass, weeds and shrubberies: Case#15-0597.  
Motion by L. Dillon, seconded by D. Blanton and motion passed 5-0  
Not in compliance, \$25.00 fine with a \$5.00 daily fine commencing as of October 15<sup>th</sup>, 2015.



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- c. Kelvin Charles – 11910 NE 10<sup>th</sup> Ave – Overgrown grass, weeds and shrubberies: Case# 15-0594.  
Motion by D. Blanton, seconded by L. Dillon and motion passed 5-0.  
In compliance and case closed.
- d. Alexandra Ann Alvord – 940 NE 119<sup>th</sup> St – More than 1 watercraft and trailer stored on the property: Case# 15-0571.  
Motion by D. Blanton, seconded by L. Dillon and motion passed 5-0.  
In compliance and case closed.
- e. Jean Paul Biamby – 703 NE 117<sup>th</sup> St – Construction debris on the front yard: Case# 15-0603.  
Motion by D. Blanton, seconded by L. Dillon and motion passed 5-0  
In compliance and case closed.
- f. Eva Areias & Carlos A. Lima – 741 NE 114<sup>th</sup> St – Dirty and discolored exterior surfaces of the house: Case# 15-0602.  
Motion by D. Blanton, seconded by L. Dillon and motion passed 5-0  
Not in compliance, \$50.00 fine with a \$10.00 daily fine commencing as of October 15, 2015.
- g. Luis B & Ana L. Guemes – 1065 NE 119<sup>th</sup> St – Overgrown grass, weeds and shrubberies: Case# 15-0601.  
Motion by D. Blanton, seconded by L. Dillon and motion passed 5-0.  
In compliance and case closed.
- h. Manuel Alvarez – 1014 NE 117<sup>th</sup> St – Vines and vegetation growing on exterior surfaces of the house: Case# 15-0604.  
Motion by H. Bilt, seconded by L. Dillon and motion passed 5-0.  
Not in compliance, house needs to be re-inspected by October 19<sup>th</sup>, 2015. If property does not come in compliance there will be a \$25.00 fine along with a \$5.00 daily fine.

### **6. OLD BUSINESS**

**None**

### **7. FINE REDUCTION**

- a. Joseph Frechette – 845 NE 117<sup>th</sup> St – Roof overhang, vent screen or fascia board deteriorated: Case# 05-161.  
Motion by D. Blanton, seconded by L. Dillon and motion passed 5-0.  
Item tabled until upcoming meeting on November 9<sup>th</sup>, 2015. Pending advice from counsel.
- b. KUPLINS INVESTMENT INC – 842 NE 121<sup>th</sup> St – Various violations: Case# 02-0856, 02-0852, 02-0851/55, 02-0850.  
Motion by D. Blanton, seconded by L. Dillon and motion passed 5-0.  
Offer denied at \$ 4,000.00



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- c. Frank Martincak – 910 NE 120<sup>th</sup> St – Deteriorated overhang: Case# 06-467.  
-Deleted
  
- d. USA BRANDS INC – 1013 NE 115<sup>th</sup> St – Various Violations: Case# 2-10-1369, 2-10-1370, 2-10-1373, 7-12-1610, 6-13-1975.  
-Motion to deny offer for \$500 made by D. Blanton, seconded by H. Bilt. Motion passed 5-0.  
-Second offer of 20% made by property representative. Motion to accept made by L. Graves, seconded by H. Bilt. Motion did not pass (2-3). G. Kuhl, D. Blanton and L. Dillon opposed.  
-Third offer of \$12,500 – payable within two weeks - made by property representative. Motion to accept made by D. Blanton, seconded by H. Bilt. Motion passed 4-1. L. Dillon opposed.

### **8. Announcements/SCHEDULE OF NEXT HEARING**

**The next meeting of the code compliance Board is Monday November 9<sup>th</sup>, 2015.**

### **9. ADJOURNMENT**

This meeting was adjourned at 8:10 p.m.

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

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



PUBLIC ART  
ADVISORY BOARD

Amy Raymond  
Chair

Karen Marinoni  
Larry Newberry  
Melanie Oliva  
Susan Weiss

**MINUTES  
PUBLIC ART ADVISORY BOARD**

**Ed Burke Recreation Center, 11400 NE 9<sup>th</sup> Ct., Biscayne Park, FL  
Wednesday, October 21, 2015 at 6:00PM**

1. CALL TO ORDER AND ROLL CALL – The meeting was called to order at 6:10pm. Present were board members Amy Raymond, Karen Marinoni, and Melanie Oliva. Absent: Susan Weiss, and Larry Newberry.
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 9, 2015, and it was seconded by Melanie Oliva. All in favor. Motion carries 3-0.
5. OLD BUSINESS –
  - a. Status of Pet Silhouettes for waste station locations: Amy Raymond reported that the Village Commission approved proceeding with this initiative. Will coordinate with Village Clerk to send e-mail blast and post on website for those interested in purchasing. The first respondent will be the breed that will be ordered to be used as the “test” for installation with the assistance of Larry Newberry.
  - b. Call to Artists: Amy Raymond reported that the Village Commission approved proceeding with this initiative. The dates were finalized in order for a selection to take place in March 2016. Draft will be updated and then submitted to the Village Clerk which will then be forwarded for legal review.

Request made by the board for the Clerk to provide the judging/evaluation criteria that was used for the Mural project.

Board members to compile where/how the Call to Artists will be advertised.
6. NEW BUSINESS - None
  - a. Amy Raymond to work on drafting a proposal for a Bake/Craft Sale for the purpose of fund raising. Funds to be used for future initiatives sponsored by the Board. Board understands that the fund raising proposal must first be approved by the Commission.



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- 
- b. Melanie Oliva will look into ideas for other murals, possibly for the Recreation Center buildings.
  7. NEXT MEETING DATE – Thursday November 12, 2015, at 6:00pm. All future meetings will take place at Village Hall.
  8. ADJOURNMENT – Meeting was adjourned at 6:40pm.
- 

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



**MINUTES**  
**Stormwater Master Plan Project Kickoff Meeting**  
**Ed Burke Recreation Center - 11400 NE 9th Court**  
**Biscayne Park, FL 33161**  
**Saturday, September 19, 2015 at 9:30am**

Mayor David Coviello opened the meeting at 9:33am and introduce Gene Schriener and Al Caruso from Craig A. Smith & Associates.

Mr. Shriener explained the project approach and schedule:

- Information gathering and inventory (month 1)
- Survey and GPS
- Assemble and evaluate information
- Identify problem areas
- Analyze alternatives
- Determine potential causes and solutions
- Develop costs
- Prepare report of findings and recommendations (month 10)

Looks for public participation to provide:

- Known areas and duration of flooding
- Knowledge of historical flood damage
- Photographs or evidence of flooding within the Village
- Completion of Flood Survey form

Total cost of the project is \$134,500. Village awarded a grant from the State of Florida Department of Environmental Protection Division in the amount of \$150,000 to cover the cost.

The final report will be a tool for the Village to get additional funding for the work to be done as detailed by the report findings. Project can be broken into smaller projects as funding becomes available.

Manager Siegel will look into tapping into CITT funds. This study unlocks a lot of doors for the Village and to seek funding from several sources.

Flood Survey Form will be made available at Village Hall and on the website.

The meeting was adjourned at 10:32am.