



Village of Biscayne Park

Commission Agenda Report

Village Commission Meeting Date: December 1, 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

- Biscayne Park Foundation - September 28, 2015
- Code Compliance Board - November 9, 2015 DRAFT
- Planning & Zoning Board - November 16, 2015 DRAFT
- Public Art Advisory Board - November 12, 2015 DRAFT
- Parks & Parkway Advisory Board - October 21, 2015 DRAFT



Village of Biscayne Park

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Biscayne Park, FL 33161

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www.BiscayneparkFoundation.org

BISCAYNE PARK FOUNDATION MINUTES

Monday, September 28, 2015 at 7:00PM

Ed Burke Recreation Center

11400 NE 9th Court Biscayne Park, FL 33161

Board Members

President
Supreme Dorvil

Vice president
Jorge Marinoni

Treasurer
Joe Chao

Secretary
Marie Smith

Meeting called to order by Dorvil @ 7:00 p.m.

Roll Call: Board members Supreme Dorvil, Jorge Marinoni, Marie Smith and Joe Chao.

In Attendance: Chuck Ross, Dan Samaria, krishan Manners and Erica Pettis.

Addition to the Agenda: 6(a) corporate tax.

Approval of Minutes: Motion made by Jorge Maronin and seconded by Joe Chao to approve the Minutes of March 11, 2015 and August 25, 2015 Foundation meeting. Motion passed.

Treasurer's Report: Treasurer did not set new format for accounting as discussed at the August meeting due to a busy schedule. Chuck Ross, who had to leave the meeting early, said he would assist Joe Chao in the future. Treasurer reimbursed Jorge Marinoni for the following expenditures: beer, wine, ice, cups, and ATF permit totaling \$129.83. Sales tax Food and Tunes event \$58.64 and \$25.00 for liquor permit. These were the only changes to the previous financial statement. Motion made by Supreme Dorvil to approve the treasures report, it was seconded by Marie Smith. Motion Passed.

Old Business: Oktoberfest Oct. 17, 2015. Joe Chao produced a copy of the flyer for the event which stated the funds raised would be used to light up the Rec. Center and the Vita Course. Becks beer, red and white wine would be sold for \$5.00 each. Dan Samaria would be a sponsor and would be allotted a space to display his banner. Marie Smith to approach ALDI supermarket for sponsorship. Erica Pettis would finalize an agreement with Krispy Kreme. Jorge would purchase the food items and prepare sauerkraut. Joe Chao had researched 2/TS 112 loudspeakers for the entertainment at a price of \$449.00 each. This merchandise had been discounted and would save the foundation money as individual entertainment costing \$300 for each event would not be required. Chuck Ross brought up the question of copyright infringement. Joe said we would not be selling music and since we are a 501c tax would not apply. Krishan will cooperate with Joe in setting up the stands, etc. Jorge Marinoni requested reimbursement check in the amount of \$51.25 for repayment of corporate tax for the foundation. Dan Samaria made deposits to the RAB account \$45, Children's Safety account \$150 and requested a check for \$299.57 made payable to Rosamarie Wais. Motion by Supreme Dorvil and seconded by Joe Chao. Motion passed.

Meeting adjourned 8:30 p.m.

Next Meeting: Monday, November 9 @ 7:00 p.m.

Minutes approved by the Board on _____.

Supreme Dorvil, President

Marie Smith, Secretary



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 9th Court
Monday, November 9th, 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 – absent
Linda Dillon – present
Jenny Johnson- Sardella – Present
Laura Graves – Alternate – present
Reginald White and Shanesa Mykoo – Staff attendance - present

3. ADDITIONS, DELETIONS OR WITHDRAWALS TO ORDER OF BUSINESS

-Staff asked for item 7.c. to be dismissed.
-Motion by L. Dillon, seconded by D. Blanton and motion passed 5-0

4. APPROVAL OF MINUTES

a. October 14, 2015
Motion by L. Dillon, seconded by D. Blanton and approved 5-0

5. NEW BUSINESS

- a. Whitney A. Kirkland – 641 NE 114th St – Yard debris and unused unsightly items on the property: Case# 15-0665.
-Motion by D. Blanton, seconded by J. Sardella and motion passed 5-0
-In compliance and case closed.
- b. Christopher Cooke – 12015 NE 7th Ave – Dilapidated wooden fence: Case# 15-0600.
-Motion by D. Blanton, seconded by L. Dillon and motion passed 5-0



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-Resident has two weeks to apply for a permit. Construction needs to be completed within 30 days commencing after applying. If resident does not come into compliance, there will be a \$25.00 fine with a \$5.00 daily fine.

- c. John F. Alvord – 1007 NE 113th St – Boat/Trailer stored in the front yard: Case# 15-0643.

-Motion by D. Blanton, seconded by J. Sardella and motion passed 5-0

-In compliance and case closed.

- d. Melinda Anne Jester – 926 NE 109th St – Windows installed without a permit: Case# 15-0569.

-Motion by D. Blanton, seconded by J. Sardella and motion passed 3-2

-G. Kuhl and L. Graves oppose.

-Not in compliance, resident has 30 days to obtain a permit. If resident does not come into compliance, there will be a \$100.00 fine and a \$50.00 daily fine thereafter.

- e. Kyung Park, W Vivian Alonso – 11915 NE 11th PL – Overgrowth of vines and weeds on the wooden fence: Case# 15-0668.

-Motion by D. Blanton, seconded by J. Sardella and motion passed 5-0

-In compliance and case closed.

6. OLD BUSINESS

None

7. FINE REDUCTION

- a. Horacio R. Duhour – 12085 W. Dixie Hwy – Shed and stairway constructed without a permit: Case# 14-0119

-Motion by D. Blanton, seconded by L. Dillon and offer denied 5-0

-Property is in compliance, resident's offer for \$750.00 was denied. Resident may return to upcoming code meeting and propose another offer.

- b. KUPLINS INVESTMENT INC – 842 NE 121th St – Various violations: Case# 02-0856, 02-0852, 02-0851/55, 02-0850.

-No action by board.

- c. Joseph Frechette – 845 NE 117th St – Roof overhang, vent screen or fascia board deteriorated: Case# 05-161.



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- Case is dismissed per Village attorney John Hern.
- Motion by J. Sardella, seconded by D. Blanton and motion passed 5-0

- d. Oscar Lievano – 710 NE 117th St – Deteriorated illegal structure: Case# 02-652.
 - Resident's offer for \$500.00 was denied.
 - Motion by D. Blanton, seconded by J. Sardella and offer denied 5-0

8. Announcements/SCHEDULE OF NEXT HEARING

The next meeting of the code compliance Board is Monday December 14th, 2015

9. ADJOURNMENT

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

Minutes approved on _____

By: _____

Gary Kuhl, Chair



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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 9th Court – Biscayne Park, FL Monday, November 16th, 2015 at 6:30pm

1. CALL TO ORDER

This meeting was called to order at 6:26 p.m.

2. ROLL CALL

Gage Hartung – Chair – present
Andrew Olis – Vice chair – absent
Elizabeth Hornbuckle – Board Member – present
Doug Tannehill – Board Member – present (joined meeting at 6:30 p.m.)
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. Allen – 11325 NE 8th Ct – New pool and deck
Motion by E. Hornbuckle, seconded by J. Pallango and approved 3-0

4. APPROVAL OF MINUTES

November 2nd, 2015.
Motion by E. Hornbuckle, seconded by D. Tannehill and approved 4-0

5. PAINT PERMITS

a. Martins – 10880 NE 9th Ave
Motion by D. Tannehill, seconded by E. Hornbuckle and approved 4-0
b. Anderson – 11905 NE 11th Pl
Motion by D. Tannehill, seconded by J. Pallango and approved 4-0

6. BUILDING PERMITS

a. Frankenburg– 11205 NE 8th Ave – Install windows and doors
Motion by D. Tannehill, seconded by J. Pallango and approved 4-0
b. Graves – 11725 Griffing Blvd – Wood terrace
Motion by D. Tannehill, seconded by J. Pallango and approved 4-0
c. Wellert – 1016 NE 113th St – Reroof
Motion by E. Hornbuckle, seconded by J. Pallango and approved 4-0
d. Vinograd – 11619 NE 6th Ave – Replace windows and doors
Motion by D. Tannehill, seconded by J. Pallango and approved 4-0
e. Moll – 11440 NE 10th Ave - Reroof
Motion by D. Tannehill, seconded by J. Pallango and approved 4-0
f. Miller – 920 NE 120th St – Reroof
Motion by J. Pallango, seconded by D. Tannehill and approved 4-0
g. McFarland – 785 NE 117th St – New windows
*Tabled – pending more information.
g.a. McFarland – 785 NE 117th St – New addition
*Tabled – pending more information.
h. USA Brands INC – 1013 NE 115th St – Reroof
Motion by E. Hornbuckle, seconded by J. Pallango and approved 4-0



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 9th Court
Wednesday, October 21, 2015 at 7:00 PM

1. CALL TO ORDER AND ROLL CALL –Dan Keys, Barbara Kuhl and Randy Wagoner were present. Manager, Heidi Siegel and Krishan Manners represented staff. Mayor, David Coviello was present for a period of time as an audience member.
2. AGENDA ADDITIONS AND DELETIONS – None.
3. PUBLIC COMMENT (PERMITTED FOR EACH AGENDA ITEM) – As indicated below.
4. APPROVAL OF MINUTES – The minutes of July 15, 2015 were unanimously approved.
5. OLD BUSINESS
 - A. **General median maintenance** – Ongoing.
 - B. **Tree removal and tree trimming issues** – The contract trimming has been completed for the FY 14/15. Board members requested that some of the larger limbs that block large vehicular traffic on some streets be trimmed in next year's cycle of trimming.
 - C. **Athletic field turf maintenance** – Dan Keys asked staff about the brown spots on the field at its Southern end. Staff advised that they had found some issues with some irrigation heads and they had been repaired. Mr. Keys suggested that there might be a mole cricket problem although some of the regular signs of that were not present. He asked that staff monitor for that possibility. It was noted that the resting period and maintenance given to the field in recent months had been greatly beneficial.

Krishan Manners asked about the advisability of over seeding the field with Rye Grass for the winter. The Board advised that this was a good practice and that it really was only a question of affordability in light of the need for other necessary maintenance.
 - D. **Highway Beautification Grant Proposal made for median of NE 6th Ave** – Bidding is in the works. Discussion took place as to the



replacement palms and as to the understory plantings. It was mentioned that some tree seedling weeds were noticed in the planting and the Board recommended that these and other evident weeds be removed whenever they occur in the planting. The desire to see the green island ficus hedges trained into a tighter appearance was expressed. The Board expressed the idea of replacing the New Zealand Flax plants with green island ficus and with keeping the Dwarf variegated Sheflera plants at the ends of the islands. Some mention was made to the fact that the island ends had once been a flowering plant and that possibly there might be some movement back to that planting scheme.

E. **Sixth Ave. Bridge Grant** – The Grant has been closed out. The Administration accepted the suggestion that the few native plants left at the Public Works facility be planted out. Dan Keys offered assistance in locating these plants in accordance with the original design.

F. **Discussion of path forward for design and construction of secondary entrance signage related to grant funding** – Four of the new signs are to be installed now and four more are being manufactured for future installation at the remaining locations. Landscaping is to follow. The actual design has not yet been presented to the Board for review. The Board expressed a desire to have input on the design.

G. **Tree Fertilization** – Krishan Manners reported that all of the small trees in the Village had been fertilized. He was looking into the application of Potassium on some deficient palms.

H. **Million Orchid Project of Fairchild Garden** – Some of the installed orchids have died, but others are doing well.

I. **Swale ordinance** – The Ordinance passed. The suggestion was made that members should look at the final version.

J. **Resolution of “Conflicting Tree Location” issues** – Staff advised that it was aware of the situation. The Board discussed with staff the issues involved with the removal of these trees and palms by the Village staff, suggesting that this might be a way to proceed with some of the removals.

K. **Restoration of 6th Ave irrigation** – The Village is moving the restoration of the irrigation system forward. The Board advised that moving the irrigation heads to the middle of the median (as was mentioned as something being considered) may be problematic and may be cost prohibitive. It also advised that damaged heads was likely



not the reason for the high water bills previously experienced (because the system is tuned on an off by a timer) and that that was more likely due to excessive use of the system. Discussion of the location of the water supply and control elements of the system took place and the possibility of moving some of those elements to the side of the roadway out of harms way, would be investigated.

L. Discussion of landscaping for new administration building and the log cabin – The Board expressed the desire to assist with developing a comprehensive landscape design for the new building. Staff advised that at this point, no additional landscaping was being proposed.

The Board asked about landscaping around the Village Log Cabin and staff advised that a landscape installation firm was working with staff on a minimalistic landscape. The Board asked for an opportunity for input and it gave alternate suggestions for screening of the electric panel on the South side of the building with the thought of minimizing the footprint of the enclosure. The possibility of a screening structure of some sort (possibly with a vine installed) was put forward.

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

7. NEW BUSINESS

A. General discussions with staff regarding communication and procedures. The Village Manager and the Board conversed about the perception that the Board was giving orders to staff liaisons during its meetings. The Board expressed that its members did not agree that the suggestions and technical information given to the Village were orders. Members pointed out that the Board knows that its authority is advisory to the Commission and is fully aware that any advice given freely during discussions with the Administration can be accepted or rejected for action by the Administration. The Board members stated that advice that has been given in the past was often freely accepted and acted upon by the Administration, presumably because it was seen as good advice from well-informed Board members, but not as directives.

NEXT MEETING DATE – The next meeting date was not discussed.

ADJOURNMENT – the meeting adjourned at approximately 8:05 PM.

Minutes of October 21, 2015 were approved on _____



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By: _____
Dan Keys, Chair



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- i.Folgar – 11123 Griffing Blvd – Remodel driveway
Motion by E. Hornbuckle, seconded by D. Tannehill and approved 4-0
- j.Eaton – 11535 NE 8th Ave – New addition
Motion by D. Tannehill, seconded by J. Pallango and approved 4-0
- k.Gonzalez – 11209 NE 8th Ct – Reroof
Motion by E. Hornbuckle, seconded by D. Tannehill and approved 4-0

7. VARIANCE

The next meetings of the Planning & Zoning Board are Monday, December 7th, 2015 and Monday, December 21st, 2015.

8. ADJOURNMENT

This meeting was adjourned at 7:10 p.m.

Minutes approved on: _____
(Date)

By: _____
Gage Hartung, Chair Planning & Zoning Board



PUBLIC ART
ADVISORY BOARD

Amy Raymond
Chair

Karen Marinoni
Larry Newberry
Melanie Oliva
Susan Weiss

MINUTES
PUBLIC ART ADVISORY BOARD
Village Hall – 640 NE 114th St., Biscayne Park, FL
Thursday, November 12, 2015 at 6:00PM

1. CALL TO ORDER AND ROLL CALL – The meeting was called to order at 6:05pm. Present were board members Amy Raymond, Karen Marinoni, Susan Weiss and Melanie Oliva. Absent: 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 October 21, 2015, and it was seconded by Susan Weiss. All in favor. Motion carries 4-0.
5. OLD BUSINESS –
 - a. Status of Pet Silhouettes for waste station locations: Village Clerk will send out an e-mail blast regarding the purchase of the silhouettes and also put it on the Village's website. E-mail to be sent on November 13th.
 - b. Call to Artists: The Board reviewed the final approved draft of the call to artists and will advertise as follows:
 - i. Handout during Art Basel 2015 taking place in December – Melanie Oliva
 - ii. Universities and colleges – Susan Weiss
 - iii. High schools – Amy Raymond
 - iv. Social media and artist groups – Melanie Oliva
 - v. Local newspapers – Karen Marinoni
 - vi. Miami Dade County Division of Cultural Affairs – Amy Raymond
 - vii. Local museums – Susan Weiss

The date for submissions deadline changed to February 15, 2016, and the time frame for the display of the sculpture will be from May 2016 to May 2017.



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6. NEW BUSINESS -

- a. Melanie Oliva – Commemoration of the bears that were recently hunted in Florida with a painted sculpture. Tabled for now and to consider as a project for next year.

7. NEXT MEETING DATE – Wednesday, December 9, 2015, at 6:00pm. All future meetings will take place at Village Hall.

8. ADJOURNMENT – Meeting was adjourned at 6:44pm.

Minutes approved on _____.