



**MINUTES**  
**SPECIAL COMMISSION MEETING**  
**Ed Burke Recreation Center - 11400 NE 9th Court**  
**Biscayne Park, FL 33161**  
**Thursday, July 17, 2014 at 6:30pm**

**1 Call to Order**

Mayor David Coviello called the meeting to order at 6:30pm.

**2 Roll Call**

Mayor David Coviello - present

Vice Mayor Ross - present

Commissioner Bob Anderson - present

Commissioner Fred Jonas - present

Commissioner Barbara Watts - absent (*arrived at 6:33pm*)

Present from staff were:

Village Manager Heidi Shafran

Village Clerk Maria C. Camara

Village Attorney John Hearn

Finance Director Irwin Williams

Chief of Police Cornelius McKenna

Assistant Public Works Director Cesar Hernandez

**3 Pledge of Allegiance**

**4 Presentations**

- 4.b Pablo Llerena, GLSC & Company, PLLC, provided a summary of the audit report for fiscal year ending September 30, 2014.

**5 Additions, Deletions or Withdrawals to the Agenda**

Commissioner Anderson requested to add an item on appointing a board member for the Parks & Parkway Advisory Board as they were having a problem getting quorum. There was consensus to add this item to the August meeting.

Milton Hunter: On restoration project and new annex building, concerned and have a fear of short changing the log cabin restoration and putting more towards the annex building. For this project to move forward, all have not fully grasped the concept of a Manager form of government. In the past we have squandered a grant for the Computer Learning Center, as well as the time it took to build the entrance sign. It was due to the inability to make decisions. Money and time spent on prior design should be used to save time. Not all needs to be micro managed by ad hoc committees. Allow Manager to do her job so as not to delay and miss opportunities.

Tracy Truppman: On the Public Service Coordinator position, was very vocal about not having an Assistant to the Manager, but as written, this position will help. Specifically for response to residents. On ad hoc committee, concerned with boards and issue of not being able to move forward. Need to be careful not to micro manage. Keep front of new building same style as log cabin. Police should be in new building, not Public Works building. Perhaps Public Works building could become storage or gymnasium. On storm water project, include improvements to water pipes as part of the assessment.

Chuck Ross: In light of auditor's comments, maintain the trim at 9.70. Have sufficient funds to build reserves. Audio project should be included.

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*Resume Presentations*

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- 4.a Mayor Coviello introduced Senator Miguel De La Portilla and thanked him for his efforts that were instrumental in acquiring the \$1 million appropriation from the State of Florida.

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*Mayor Coviello called for a recess at 7:12pm*

*The meeting resumed at 7:26pm*

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*Resume Public Comments*

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Barbara Kuhl: Parks & Parkway Advisory Board expressed hope they get more support from Public Works. Better utilize funds. Feels Code and Public Works have a need. If the situation in the Office needs a person, then re-evaluate. Supports millage at 9.70. Thanks the Commission, Manager and Staff this week to accommodate those that had questions and interest on this topic.

**7 Resolutions**

**7.a Resolution 2014-46**

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA; **ESTABLISHING A TENTATIVE MILLAGE RATE OF 9.7000 FOR FISCAL YEAR 2014-15**, ESTABLISHING THE CURRENT YEAR ROLLED BACK RATE TO BE 8.8456 AND ESTABLISHING THE FIRST AND THE SECOND PUBLIC BUDGET HEARINGS AS REQUIRED BY LAW; DIRECTING THE VILLAGE CLERK AND FINANCE DIRECTOR TO FILE SAID RESOLUTION WITH THE PROPERTY APPRAISER OF MIAMI-DADE COUNTY PURSUANT TO THE REQUIREMENTS OF FLORIDA STATUTES AND THE RULES AND REGULATIONS OF THE DEPARTMENT OF REVENUE OF THE STATE OF FLORIDA; ESTABLISHING THE TIME AND LOCATION OF THE FIRST AND SECOND PUBLIC HEARINGS; PROVIDING FOR AN EFFECTIVE DATE.

Attorney Hearn read the title.

Manager Shafran stated that the proposed budget submitted is at 9.7000 mills, and is balanced and efficient. In addition to the public hearings, there will also be two workshops in August.

Vice Mayor Ross makes a motion to approve Resolution 2014-46 at the recommended millage rate of 9.7000 and it is seconded by Commissioner Anderson.

Commissioner Jonas expressed millage should be set at maximum, 10.000.

The motion was called to a vote:

All in favor: Mayor Coviello, Vice Mayor Ross, Commissioner Anderson and Commissioner Watts.

Opposed: Commissioner Jonas

Motion carries: 4/1

**8 Old Business**

*< None >*

**9 New Business**

**9.a Informational Item - Public Services Coordinator position**

Manager Shafran provided the background. Position was updated to include oversight of Public Works, Code Compliance and Building, as they all work hand in hand. Looks for concurrence and support.

After discussion, there is consensus for this position.

**9.b Roads & Storm water Assessment**

Manager Shafran provided the background. Important that a study and master plan be created for this project. Master plans are critical in order to request available matching funds from the State.

Attorney Hearn explained that an assessment must be for the benefit to the properties. A roads and storm water assessment are at the center of allowable types. Have been involved with many cities who have done these.

Manager Shafran explains that a series of ordinances and resolutions must be drafted and passed with specific advertising requirements. Must all be completed before January 1, 2015, in order that the assessment can begin in October 2015.

Vice Mayor Ross makes a motion to authorize staff to take the next steps in the process and prepare the necessary resolution.

All in favor: Mayor Coviello, Vice Mayor Ross, Commissioner Anderson, Commissioner Jonas and Commissioner Watts.

Opposed: None

Motion carries: 5/0

#### 9.c Discussion - Village Hall Annex Ad Hoc Committee - Commissioner Anderson

Commissioner Anderson: Need to have a system of feedback on this project.

Manager Shafran provided a very broad overview of the timeline and milestones that must be achieved. State appropriation must be spent by June 2015. On the \$50,000 historical grant, we have until 2016 to spend that.

Manager Shafran will reach out to residents with architecture or design experience on a one on one basis to get input and assistance. Once design ideas are gathered, will hold community workshops to get resident input. Continue to make the public aware of the process.

Consensus to allow the Manager to proceed.

Commissioner Watts: The Village is eligible to apply for capital improvement grants with Miami Dade County Cultural Division for an amount up to \$30,000. Can be used towards making restrooms conform to ADA requirements. There is also the Villager's grant.

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Manager Shafran provided an update on the responses to date on the Sanitation Mailers which was at 44% response. A second letter was sent out to those that had not responded with a new deadline of July 21st.

Attorney Hearn provided an update on the police investigation and that a report was due to be completed the following week.

## 10 Announcements

Monday, July 21st - Planning & Zoning Board at 6:30pm

Tuesday, July 22nd - Recreation Advisory Board at 7:00pm

The next regular commission meeting is Tuesday, August 5, 2014, at 7:00pm.

The meeting was adjourned at 8:46pm.

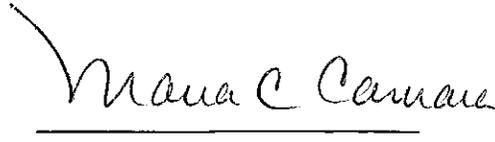
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Commission approved on \_\_\_\_\_.

Attest:



David Coviello, Mayor



Maria Camara, Village Clerk