



The Village of Biscayne Park

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

Telephone: 305 899 8000 Facsimile: 305 891 7241

AGENDA
REGULAR COMMISSION MEETING
Ed Burke Recreation Center - 11400 NE 9th Court
Biscayne Park, FL 33161
Tuesday, June 2, 2015 at 7:00pm



Indicates back up documents are provided.

- 1 Call to Order**
- 2 Roll Call**
- 3 Pledge of Allegiance**

Mayor Coviello to formally announce Commissioner Bob Anderson as the Vice Mayor for the next six months.

4 Presentations

4.a Introduction of new employee - Claude Charles, Finance Manager



4.b Proclamation - Code Enforcement Week

5 Additions, Deletions or Withdrawals to the Agenda

At this time, any member of the Village Commission or the Village Manager may request to add, change, or delete items from the agenda.

6 Public Comments Related to Agenda Items / Good & Welfare

Comments from the public relating to topics that are on the agenda, or other general topics.

7 Information / Updates



7.a FY 2014-15 Monthly Financials ending 04/30/2015

8 Consent Agenda

Items listed under Consent Agenda are viewed to be routine, and the recommendation will be enacted by ONE MOTION in the form listed below. If discussion is desired, then the item(s) will be removed from the Consent Agenda and will be considered separately.

-  8.a Approval of Minutes
 - ◆ May 5, 2015 Regular Commission Meeting
 - ◆ May 12, 2015 Special Commission Meeting
 - ◆ May 19, 2015 Special Commission Meeting

-  8.b Acceptance of Board Minutes
 - ◆ Ecology Board - April 20, 2015
 - ◆ Planning & Zoning Board - May 4, 2015
 - ◆ Planning & Zoning Board - May 18, 2015
 - ◆ Code Compliance Board - May 11, 2015
 - ◆ Public Art Advisory Board - May 13, 2015

-  8.c **Resolution 2015-35**
A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA; **AUTHORIZING THE VILLAGE MANAGER TO ENGAGE THE PROFESSIONAL SERVICES OF ESTRADA HINOJOSA & COMPANY, INC.;** PROVIDING FOR AN EFFECTIVE DATE

< End of Consent >

9 Ordinances

< None >

10 Resolutions

< None >

11 Old Business

These items are generally discussion items that have been previously discussed by the Commission and new information or updates are available by either a member of the Commission or the Administration.

-  11.a Chapter 5 Proposed Changes

12 New Business

These items are generally discussion items that have been requested by members of the Commission or the Administration.

-  12.a FY 2015-16 Budget Goals - Discussion

-  12.b Board Appointments - Public Art Advisory Board

-  12.c Board Appointments - Planning & Zoning Board alternate

-  12.d Giving land to property owners - As requested by Commissioner Jonas

13 Request for placement of items on next meeting agenda

Through general consensus a member of the Commission may request an item be placed on the next agenda for discussion (New Business) or as a Resolution/Ordinance.

14 Reports

14.a Village Manager

- ◆ Annexation update
- ◆ Village Hall log cabin restoration & annex building update

14.b Village Attorney

14.c Board / Committee Reports:

- ◆ Biscayne Park Foundation
- ◆ Code Review Board
- ◆ Ecology Board
- ◆ Parks & Parkway Advisory Board
- ◆ Public Art Advisory Board
- ◆ Recreation Advisory Board

14.d Commissioner Comments

- ◆ Vice Mayor Anderson
- ◆ Commissioner Jonas
- ◆ Commissioner Ross
- ◆ Commissioner Watts
- ◆ Mayor Coviello

15 Announcements

Monday, June 8th - Code Compliance Board at 7:00pm

Wednesday, June 10th, Public Art Advisory Board at 6:00pm

Saturday, June 13th - Quarterly Trash Pick-Up

Monday, June 15th - Ecology Board at 6:30pm

Monday, June 15th - Planning & Zoning Board at 6:30pm

Wednesday, June 17th - Parks & Parkway Advisory Board at 6:00pm

Tuesday, June 23rd - Recreation Advisory Board at 7:00pm

Friday, July 3rd - All Village Departments are closed for Independence Day

Sunday, July 5th - Bark of July/Dogs in the Park Day

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

Our next regular Commission meeting is Tuesday, July 7 2015, at 7:00pm

16 Adjournment

In accordance with the provisions of F.S. Section 286.0105, should any person seek to appeal any decision made by the Commission with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record of the proceedings is made; which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation to participate in the proceedings should call Village Hall at (305) 899 8000 no later than four (4) days prior to the proceeding for assistance.

DECORUM - All comments must be addressed to the Commission as a body and not to individuals. Any person making impertinent or slanderous remarks, or who becomes boisterous while addressing the Commission, shall be barred from further audience before the Commission by the presiding officer, unless permission to continue or again address the commission is granted by the majority vote of the Commission members present. No clapping, applauding, heckling or verbal outbursts in support or in opposition to a speaker or his/her remarks shall be permitted. No signs or placards shall be allowed in the Commission Chambers. Please mute or turn off your cell phone or pager at the start of the meeting. Failure to do so may result in being barred from the meeting. Persons exiting the Chamber shall do so quietly.

PROCLAMATION

Code Enforcement Appreciation Week

June 1 - 5, 2015

WHEREAS, Code Enforcement Officers provide for the safety, health and welfare of the citizens in this community through the enforcement of building, zoning, housing, animal control, fire safety, environmental and other codes and ordinances; and

WHEREAS, Code Enforcement Officers are often not credited for the jobs that they do in saving lives and improving neighborhoods; and

WHEREAS, every day, assisted by support and program staff, they attempt to provide quality customer service to the public for the betterment of the community; and

WHEREAS, too many times their efforts go unnoticed, even after code compliance has been accomplished due to their efforts and expertise; and

WHEREAS, Code Enforcement Officers are dedicated, well trained, and highly responsible individuals who take their jobs seriously and are proud of their department and the local government within which they serve; and

WHEREAS, the Florida Association of Code Enforcement (F.A.C.E.) has declared the first week of June be set aside by local government to honor and recognize their Code Enforcement Officers;

Now, Therefore, I, David Coviello, Mayor of the Village of Biscayne Park, do hereby recognize the week of June 1st through June 5th, 2015, as **Code Enforcement Appreciation Week**, and further extend appreciation to our Code Compliance Officer, Reginald White, and to all Code Enforcement Officers for the vital services they perform and their exemplary dedication to the communities they represent.



IN WITNESS WHEREOF, I have hereunto set my hand this 2nd day in June, in the year two thousand fifteen.

David Coviello, Mayor



Village of Biscayne Park Commission Agenda Report

Village Commission Meeting Date: June 2, 2015

Subject: Monthly Financials ending 04/30/2015

Prepared By: Heidi Siegel, Village Manager

Below is a summary of the Village's financial position ending April 30, 2015 based on the approved Fiscal Year 2014/2015 budget. In summary, at 58% of the fiscal year, the Village expenditures are 46% and revenues are 79%. The Village has received 98% of its ad valorem tax revenue.

The Building Department continues to present itself as "over-budget"; however, this is due to the higher than expected building permit revenues which are a cost-share (expense) with the building inspectors. However, it should be noted, that building permit revenues did appear to slightly slowdown in the month of April. Additionally, the Finance Department exceeds the 58% of the fiscal year by 4% due to the final payment for this fiscal year for the accounting software and payments for annual audit that is currently underway.

Department	2014-15 BUDGET	YTD BALANCE 04/30/2015	% BDGT USED
Village Commission	23,718.00	11,983.49	50.52
Administration	206,082.00	111,373.84	54.04
Finance	147,327.00	92,320.54	62.66
Planning & Zoning	42,000.00	24,500.00	58.33
General Government	430,781.00	229,769.82	53.34
Police	1,081,851.00	549,951.88	50.83
Building Department	109,256.00	76,115.69	69.67
Code Enforcement	61,987.00	33,625.56	54.25
Public Works	187,626.00	102,205.97	54.47
Parks and Recreation	167,483.00	90,543.13	54.06
Total Expenditures	2,458,111.00	1,118,928.40	45.51
Transfer Out	35,000.00	0	
Total Expenditures	2,493,111.00	1,118,928.40	45.51
Total Revenues	2,493,111.00	1,972,532.46	79.12



Village of Biscayne Park Commission Agenda Report

Village Commission Meeting Date: June 2, 2015

Subject: Approval of Minutes

Prepared By: Maria C. Camara, Village Clerk

Sponsored By: Staff

Background

The Minutes as listed below are being provided for the Commission's review and approval.

Fiscal/Budget Impact

None.

Staff Recommendation

Approval

Attachments

- May 5, 2015 Regular Commission Meeting
- May 12, 2015 Special Commission Meeting
- May 19, 2015 Special Commission Meeting



MINUTES
REGULAR COMMISSION MEETING
Ed Burke Recreation Center - 11400 NE 9th Court
Biscayne Park, FL 33161
Tuesday, May 5, 2015 at 7:00pm

1 Call to Order

Mayor David Coviello called the meeting to order at 7:03pm.

2 Roll Call

Mayor David Coviello - present

Vice Mayor Fred Jonas - present (*via telephone*)

Commissioner Bob Anderson - present

Commissioner Roxanna Ross - present

Commissioner Barbara Watts - present

Attorney Hearn explained that Vice Mayor Jonas was attending the meeting via telephone. There was consensus from the Commission to accept.

Present from staff were:

Village Manager Heidi Siegel

Village Clerk Maria C. Camara

Village Attorney John Hearn

Public Services Manager Krishan Manners

Police Chief Cornelius McKenna

Parks & Recreation Manager Shelecia Bartley

Assistant Public Works Manager Cesar Hernandez

3 Pledge of Allegiance

4 Presentations

- 4.a Graeme Pentland from EBS Advisors provided information on the renewals for employee health benefits. Resolution 2015-25 will be considered later in the agenda which confirms our selection of Aetna Life Insurance for the policy period of June 1, 2015 - May 31, 2016.

- 4.b Community Signage: Manager Siegel provided the background on the funding received, and the bid process where the firm of Savino Miller Design was selected. Adriana Savino and Barry Miller provided a mock up of the sign design that was selected which will be placed throughout several entry points in the Village.

4.c Members of the Biscayne Park Foundation requested Commission approval to sell beer and wine at Village sponsored events, providing that the required licensing and insurance were obtained. A resolution to be drafted confirming same.

4.d Chief Cornelius McKenna provided a brief video presentation on 911 calls, and information on utilizing the Miami Dade County Non-Emergency dispatch system (305 4-POLICE).

4.e Storm Water and Road Repair/Improvements Assessments: Public Services Manager Krishan Manners provided a presentation.

5 Additions, Deletions or Withdrawals to the Agenda

< None >

6 Public Comments Related to Agenda Items / Good & Welfare

Judi Hamelburg: On signage, concerned with sharp corners. On assessments, can we use Kimley Horn studies instead? Can we tap into assistance from universities? Can we get reimbursed on what monies we put out? Have no problem with putting money into improvements for the Village.

Mike Kopcsik: On signage, it is sitting on a narrow piece and could be knocked over. Why doesn't the city pursue a cell tower in the Village. Have heard many with dropped calls. On the master plan issue, we are getting big city in our thoughts. You dig a new drain, it will also fill. Put more black top, and draining worsens. On many of the bills I pay, a percentage goes to utility tax. Don't understand the assessment. Is it monthly? Annually? Economy getting better, but there have been issues in the past. Be responsible and make sure the Village does not get into a slump.

Kate Emerson: How long will these assessments go on for? Am health conscious. Look out for all human beings. Don't like roads with roots. If you are injured or a senior, you feel worse. The roads are not smooth. On emergency services, that is the most important thing. We need to get through to emergency services right away.

Janey Anderson: Would like to acknowledge Recreation Center employee Philomene Pierre. Handled a situation at the park very professionally.

Milton Hunter: On Resolutions 2015 23-24, do not support them as written. Do appreciate the commission's ambition. I see the want of moving our Village forward. Received the notice on the public hearing on the tax assessments. But disillusioned if staff/commission feels this was well evaluated and scrutinized, and properly brought forward in an open manner. Disappointed that your first consideration was for more taxes, instead of studying the government model that has produced a deficit in 9 of the last 11 years. Proposal is similar to what was brought forward for the \$350,000 loan for the construction of the Annex building and log cabin restoration. By similar, I mean they were both done rushed and without more information to our residents. Concerned as to why this was not presented in a workshop type fashion to inform the residents of the impact. To spend such a large amount for a plan for the size of our Village, and to tell us what we already know is beyond comprehension. Better to get some ball park costs on what the repair costs would be before pursuing the plans. The cost of the plans as presented are exorbitant and need to look for alternatives.

Chester Morris: On cell towers, was in favor in past years, but many residents did not agree. Not opposed to paying assessment for repair, but against paying for a plan. Use common sense. This is not a big city with unlimited money. Just because you have a plan does not guarantee you will get grants. You have fiduciary responsibility not to put us into debt. You are spending money on annexation and many residents were opposed. Think of this money as it was your own. Go back to the way we did it before. When I was commissioner and we had storm water issues, we asked for grants and got them. We did not have fancy master plans. We didn't spend money that we didn't have. What we did have we spent wisely. Stop before you leap. Start thinking.

Tracy Truppmann: On the resolutions, there has been zero documentation provided to the residents on the road and storm water issues prior to this. Standing water does not make it a storm water issue. Also have an issue that we did not have a workshop to discuss this issue. I don't care about the \$200 assessment. I do care about a \$200,000 plan. It should have been put out to bid. The cost quotes is extremely high. Better to just spend the money on fixing the roads. We are not Sweetwater that has real issues. We just have bumps in the road and a few areas that take about 15 minutes for the water to drain. The community has not been involved. My biggest objection is the way it has been done without having gone through all the processes. I would like to see a visioning where the entire community's concerns are brought forward and then decide how our money should be spent. Do it on a Saturday where everyone can attend and not at the Mayor's office.

Dan Samaria: To honor the police officer that died in New York, would like to get a Biscayne Park police officer to fly to New York to represent us at his funeral.

David Raymond: Recently moved in. Discovered we have a serious drainage issue in my area. Realize getting a study and need to wait 2-3 years before it is fixed. Need to have a plan B and look at specific areas and target those even if it's just curbing around the drains. I support the assessment, but you need to have a backup plan.

Barbara Kuhl: Krishan did a good job laying out the process. When first considering using Waste Pro, the master plan was brought up and the cost was \$280,000 for roads and storm water. In regards to the records retention, a very bad idea to destroy records. On code issues, it is common for items to come up that happened in the last 20 years. In December, four resolutions were passed regarding the assessments and that the cost would be decided in the Spring and the cost of the plan would be based on solicited proposals. There were comments at that time asking what would be the cost. At April commission meeting, I objected when the ordinance was being considered because there was no information on the scope. Attorney explained that the ordinance sets the intent, and at the next meeting the assessments will be discussed. Mayor assured me not to worry. Eight days later there is a letter in the mail on the assessment. People I spoke to felt that it was a done deal, and that it was for actual work and not just a plan. The letter is poorly worded.

Gary Kuhl: On records retention, just had a case in code compliance where violations occurred over 10 years ago. Had the records been destroyed, we never would have been able to resolve that issue and collect any money. Unless there is a compelling reason to destroy, feels it will be a big mistake. What is most annoying on the issue of the assessments is that tonight we get the presentation at the 11th hour that should have been done a long time ago. The CAS proposal is word for word the same as a year ago. Only a few things were eliminated that reduced the cost. This has been orchestrated as a sneak attack. Why wasn't this discussed. More than one person requested more education and better explanation to the community. The wording in the notice is that it is for both repairs and the plan leading them to believe that it was for both.

Rosemary Wais: Live near a lake when it rains. Need 8 volunteers for August 15th event, the first annual bike race in the Village. Looking for judges. Calls upon the commissioners and staff to assist.

Linda Dillon: Everyone in the Village should be thanking the Village staff. Have spent time working in Village Hall for several weeks and have come away with a totally new respect for what they have to deal with. The amount of work that goes on in our Village is amazing. On top of this they have had to move to a location where they have limited space and storage. They continue to work and take care of Village business. Have been volunteering with the records to meet the state statutes. The records being destroyed have nothing to do with Code Enforcement. Only building permits are being pulled out that have met retention. Most may have a historic component, but no other serious benefit to retain.

Mayor Coviello thanks Linda Dillon for her services in volunteering at Village Hall. Also recognizes the Staff and the hours put in on their own time to move Village Hall operations out of the cabin and into Public Works without having to spend any costs in hiring movers.

Art Emerson: Confirms that the assessment for a duplex would only be one assessment based on the land parcel.

Jorge Marinoni: On sign, really like it. Protect the pedestrians from the edges with landscaping. On cell tower, a good idea to reconsider. A good source of possible revenue. On assessment, I am for it. We need to repair our roads. An engineer will tell us what is more important. Our roads are coming apart. If we can get money from the State that would be great.

Chuck Ross: Thanks Krishan for the presentation and the process that has taken place over a period of time. Agree with Jorge. Need to have a master plan to obtain State funding. Several properties with terrible flooding issues all over the Village. This deteriorates the roads.

Lauren Caban: Am busy, but pay attention to what is happening. Surprised at the notice. Sounded like a done deal. This is just for a piece of paper and not for repairs. Reviewed proposals. Live in front of a 30' median and percolates quickly. Some areas are bad, but spending just for a piece of paper is not worth it. Surprised that this is a final reading.

Mayor Coviello takes the agenda out of order and moves up section 8 Consent Agenda, followed by item 9.a.

8 Consent Agenda

Item 8.f Resolution 2015-28 is pulled to be heard at the end. Left on the consent agenda:

8.a Approval of Minutes

April 7, 2015 Regular Commission Meeting

8.b Acceptance of Board Minutes

Ecology Board - March 16, 2015

Biscayne Park Foundation - March 11, 2015

Planning & Zoning - April 6, 2015

Planning & Zoning - April 20, 2015

Joint Parks & Parkway and Public Art Advisory Board - April 2, 2015

Code Compliance - April 13, 2015

Public Art Advisory Board - April 8, 2015

Code Compliance Special Meeting - April 27, 2015

Recreation Advisory Board - March 24, 2015

Recreation Advisory Board - April 28, 2015

8.c Resolution 2015-25

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **AUTHORIZING THE VILLAGE TO PROVIDE EMPLOYEE HEALTH BENEFITS FOR THE PERIOD OF JUNE 1, 2015, THROUGH MAY 31, 2016;** AND PROVIDING FOR AN EFFECTIVE DATE.

8.d **Resolution 2015-26**

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **AUTHORIZING THE APPROPRIATE OFFICIALS TO EXECUTE THE LAW ENFORCEMENT MUTUAL AID AGREEMENT BETWEEN MIAMI-DADE COUNTY AND THE VILLAGE OF BISCAYNE PARK**; PROVIDING FOR AN EFFECTIVE DATE

8.e **Resolution 2015-27**

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA **DECLARING VILLAGE EQUIPMENT AND/OR PROPERTY AS SURPLUS PROPERTY AND GRANTING THE VILLAGE MANAGER AUTHORIZATION TO SELL SAID SURPLUS**; PROVIDING FOR AN EFFECTIVE DATE

8.g **Resolution 2015-29**

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **ATHORIZING THE VILLAGE MANAGER TO EXECUTE THE SUBMITTER LICENSE AGREEMENT WITH SIMPLIFILE L.C., FOR E-RECORDING SERVICES**; PROVIDING FOR AN EFFECTIVE DATE.

8.h **Resolution 2015-30**

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **APPROVING THE AMENDED LEGAL DESCRIPTION OF THE PROPOSED ANNEXATION AREA** TO BE INCORPORATED IN THE ANNEXATION APPLICATION; PROVIDING FOR AN EFFECTIVE DATE.

8.i **Resolution 2015-33**

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **APPROVING THE CHANGE ORDER TO THE CONTRACT BETWEEN BEJAR CONSTRUCTION, INC., AND THE VILLAGE OF BISCAYNE PARK IN THE AMOUNT OF \$41,120.64**; PROVIDING FOR AN EFFECTIVE DATE

Commissioner Anderson makes a motion to approved the consent agenda and it is seconded by Commissioner Ross.

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

Opposed: None

Motion carries: 5/0

9 **Ordinances**

Second Reading

9.a **Ordinance 2015-02**

AN ORDINANCE OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA AMENDING CHAPTER 17 OF THE CODE ENTITLED "FEES, BONDS AND CHARGES" TO **AUTHORIZE THE IMPOSITION OF A STORM WATER REPAIR/IMPROVEMENTS ASSESSMENT FEE** TO BE LEVIED UPON RESIDENTIAL REAL PROPERTY LYING WITHIN THE MUNICIPAL BOUNDARIES OF THE VILLAGE OF BISCAYNE PARK; **FURTHER AUTHORIZING THE IMPOSITION OF A ROAD REPAIR/IMPROVEMENTS ASSESSMENT FEE** TO BE LEVIED UPON RESIDENTIAL REAL PROPERTY LYING WITHIN THE MUNICIPAL BOUNDARIES OF THE VILLAGE OF BISCAYNE PARK; **REVISING SECTION 17.4 OF THE CODE ENTITLED "IMPOSITION OF SOLID WASTE MANAGEMENT FEE ASSESSMENT"**; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION; PROVIDING FOR AN EFFECTIVE

Mayor Coviello recognizes the public comments made earlier regarding this ordinance and the presentation by Public Services Manager Krishan Manners. Will hear Resolutions 2015-23 and 2015-24 along with the Ordinance.

10.b **Resolution 2015-23**

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **ESTABLISHING THE STORMWATER REPAIR ASSESSMENT FOR THE VILLAGE OF BISCAYNE PARK**, FLORIDA FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION; AND PROVIDING FOR AN EFFECTIVE DATE.

10.c **Resolution 2015-24**

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **ESTABLISHING THE ROAD REPAIR ASSESSMENT FOR THE VILLAGE OF BISCAYNE PARK**, FLORIDA FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION; AND PROVIDING FOR AN EFFECTIVE DATE.

Attorney Hearn read the title of Ordinance 2015-02, and Resolutions 2015-23 and 2015-24.

Mayor Coviello opened the meeting for public comment.

Barbara Kuhl: A little disheartening to look at Commissioners when speaking and see dismissive feedback. Do not appreciate it. You are dealing with all the residents in the Park. The way handled from the beginning is wrong. We were told not to worry about the cost when concerns were brought up. And now at the 11th hour, the notice is sent, and have been told all along we were going to discuss it. This proposal from Craig Smith is the exact same one presented a year ago. Plenty of time to have had a workshop. Some Commissioners told me that they were shocked when they got it. Stated in back up memo that legislature would rather fund a shovel ready project and not a plan. Isn't it better to a study a smaller project, get an RFP and do a three year plan. The proposal from Craig Smith is boiler plate material. You are probably going to pass this because you look to be unresponsive and you feel I am picking on this Village when I say there is no transparency. Yet I had to ask the Village to put this one the website so other people could see this. I think you are diluting yourself if you think you are being fair.

Tracy Truppman: On the storm water issue, standing water for 15 minutes is not a problem. There are some specific areas in the Village where you do have a problem and it can be corrected in a less expensive manner than digging up the roads and running pipes through. Excited to hear that North Miami would work with us in regards to water pipes, but should not be the reason to tear up the roads. Have an issue with the scope of the project. Before you decide to spend \$200,000, put it out for an RFP and see if there are alternative ways. We only have a \$2 million dollar budget. At some point you have to close your finances and become more fiscally responsible. Not opposed to getting the plan. But am opposed to the cost of the plan. On the road issue and bumps due to trees, you can only prune so much until the tree becomes unstable. Reality is you cannot root your way out of having bumpy roads when there is a large tree canopy without removing trees. Have to be realistic about the roads you can and cannot really help. On streets like 114th where you have severe root issues, welcome to natural traffic calming unless you want to remove the trees.

Janey Anderson: Against the ordinance and resolution as presented. You have spent more time on the swale ordinance, newsletter and other matters than this brand new proposed tax increase. If you are rushing to meet deadlines, better to hold off. If you send out a notice that gives the impression that it is a done deal and that it would also include actual repairs, you don't do it ahead of commission discussion and vote. It's tough enough to get resident participation and if they think it is a done deal, they are discouraged. If the attitude is that you saved significantly on outsourcing sanitation for which I appreciate, you don't take it back to gamble on a survey. What is not a gamble is that we have drains that need to be cleaned and roads to be repaired. Surely there are companies that will come in and give us a real cost to repair. You will get immediate results as opposed to waiting down the road. You don't need a survey to tell you this. We may have 17 miles of roads, but we are still a small town. Don't need to make it complex. Glad you are the Commission to get things done, but you can't suffer the consequences of not doing your due diligence and gamble this amount of money. Wondering how many other cities, that when you combine their assessments with their millage, that it goes over 11%.

Dan Samaria: To spend money on a survey, not for it. Will we have to do another survey next year? We are smart enough to know what roads need to be fixed.

Chester Morris: Agree with last person that spoke and Barbara Kuhl. Spend the money on the actual repairs. How many drains do we have? Approximately 70-75. Fix the ones that we have. Clean them out. You haven't done it and they will work better when you do.

Gary Kuhl: On drains that have been ignored, some have plants growing in them. Clean them out. Then you will know if you have a problem. Understand that in a study there is a lot of boiler plate jargon and what the State wants. Nevertheless, in really looking at it, it makes no sense. Who on the Commission or Staff has the expertise to gauge a civil engineering proposal. We have no water runoff. Why do we need a storm water infrastructure with pumping stations. What is not realized is in looking at the roads, what is excluded is what the Village is required to provide. Maps, signs, surveys. Probably a \$75,000 additional cost and more. You will won't even raise enough money and you can't use outdated information. What happens after you get the survey and you annex, or regulations change? What happens if we get nothing back at all. We have minor problems. This is a small Village. We've driven through it and don't see a problem. Swales are intended for drainage which is common in most cities. You are not getting a shovel ready project out of this. This gets you nothing, except to get some background information in front of the State. Take \$300,000 and use that to solve the problems we have. If down the road there are major problems that need to be addressed, we will deal with it then. But to gamble \$200-\$300,000 would be highly irresponsible of the Commission.

Mike Kopcsik: On the ordinance itself, have a problem with an assessment without representation. Obvious from comments that Commission is not representing us. State is not guaranteeing that they would give us money. Before you spend our money, put it to a vote and let us decide. Don't think you know what you are doing. When first moved here, 30mph. The roots on the road, slowed people down. I don't mind it and it keeps people driving slow. Let our trees go and it will give us traffic calming.

Manager Siegel provided a follow up to some of the comments made, as well as Attorney Hearn and Gene Shriner from Craig A Smith.

After further discussion from the Commission, Commissioner Ross makes a motion to approve Ordinance 2015-02 and it is seconded by Vice Mayor Jonas.

The motion is called to a vote:

Vice Mayor Jonas: Yes

Commissioner Anderson: No

Commissioner Watts: No

Commissioner Ross: Yes

Mayor Coviello: Yes

Motion carries: 3/2

Commissioner Ross makes a motion to approve Resolution 2015-23 to establish a storm water repair/improvement assessment. The motion is seconded by Vice Mayor Jonas.

All in favor: Vice Mayor Jonas and Commissioner Ross

Opposed: Mayor Coviello, Commissioner Anderson and Commissioner Watts

Motion fails: 2/3

Commissioner Ross makes a motion to approve Resolution 2015-24 to establish a road repair/improvement assessment. The motion is seconded by Vice Mayor Jonas.

All in favor: Vice Mayor Jonas and Commissioner Ross

Opposed: Mayor Coviello, Commissioner Anderson and Commissioner Watts

Motion fails: 2/3

9.b Ordinance 2015-03

AN ORDINANCE OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA **AMENDING** CHAPTER 13 OF THE LAND DEVELOPMENT CODE ENTITLED **"PLANNING BOARD AND LOCAL PLANNING AGENCY"**; AMENDING CHAPTER 14 OF THE LAND DEVELOPMENT CODE ENTITLED **"CODE COMPLIANCE BOARD"**; AMENDING CHAPTER 15 ENTITLED "ENFORCEMENT"; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION; PROVIDING FOR AN EFFECTIVE

Attorney read the title and provided the background.

Mayor Coviello opened it to public comment and there were none.

Commissioner Anderson makes a motion to approve Ordinance 2015-03 and it is seconded by Commissioner Ross.

The motion is called to a vote:

Commissioner Anderson: Yes

Vice Mayor Jonas: No

Commissioner Ross: Yes

Mayor Coviello: Yes

Commissioner Watts: Not present during the vote.

Motion carries: 4/0

10 Resolutions

10.a **Resolution 2015-22**

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **ESTABLISHING THE ANNUAL WASTE FEE ASSESSMENT FOR THE VILLAGE OF BISCAYNE PARK**, FLORIDA FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION; AND PROVIDING FOR AN EFFECTIVE DATE.

Attorney Hearn read the title.

Manager Siegel provided the background and that the annual waste fee assessment beginning October 1, 2015, is \$394.92.

Commissioner Ross makes a motion to approve Resolution 2015-22 and it is seconded by Commissioner Anderson.

All in favor: Mayor Coviello, Vice Mayor Jonas, Commissioner Anderson and Commissioner Ross. *Commissioner Watts not present during the vote.*

Opposed: None

Motion carries: 4/0

Mayor Coviello calls a recess at 10:10pm

Meeting resumes at 10:25pm

Resume hearing Resolution 2015-28 which was pulled from consent.

8.f Resolution 2015-28

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **TERMINATING THE PROFESSIONAL SERVICES AGREEMENT WITH THE NON-PROFIT ASSISTANCE CENTER, INC.**, DIRECTING THE VILLAGE CLERK TO TRANSMIT THIS RESOLUTION TO THE NON-PROFIT ASSISTANCE CENTER, INC. AS NOTICE OF TERMINATION OF THE PROFESSIONAL SERVICES AGREEMENT; PROVIDING FOR AN EFFECTIVE DATE.

Attorney Hearn read the title.

Commissioner Ross pulled the item due to concerns that we have the proper processes in place and assurances for the transition.

Commissioner Ross makes a motion to postpone the item to the June meeting and it is seconded by Commissioner Anderson.

Vice Mayor Jonas no longer participating in the meeting via telephone at 10:45pm.

After discussion, Commissioner Ross amends her motion to hear the item at the May 12th Special Commission meeting. The amendment is accepted by Commissioner Anderson.

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

Opposed: None

Motion carries: 4/0

At 10:55pm, Commissioner Anderson makes a motion to extend the meeting 10 minutes and it is seconded by Commissioner Ross.

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

Opposed: None

Motion carries: 4/0

10 Resolutions (resumed)

10.d Resolution 2015-31

RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **RATIFYING THE SELECTION, APPOINTMENT AND TERM OF OFFICE OF THE BOARD MEMBERS TO THE PLANNING & ZONING BOARD**; PROVIDING FOR AN EFFECTIVE DATE

Attorney Hearn read the title.

Ballots provided to the Commission to select from the applications submitted. Based on the votes and then the selection of terms, the board members are:

- Gage Hartung (3 year term)
- Elizabeth Hornbuckle (2 year term)
- Andrew Olis (2 year term)
- Victor Recondo (1 year term)
- Doug Tannehill (3 year term)

10.e Resolution 2015-32

RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **RATIFYING THE SELECTION, APPOINTMENT AND TERM OF OFFICE OF THE BOARD MEMBERS TO THE CODE COMPLIANCE BOARD**; PROVIDING FOR AN EFFECTIVE DATE

Ballots provided to the Commission to select from the applications submitted. Based on the votes and then the selection of terms, the board members are:

- Harvey Bilt (3 year term)
- Dale Blanton (3 year term)
- Linda Dillon (2 year term)
- Gary Kuhl (1 year term)
- Jenny Johnson-Sardella (2 year term)
- Laura Graves - ALTERNATE (1 year term)

*Mayor Coviello asks that the following items are moved to the May 12th meeting:
Item 7.a, 11.a, 12.a and the Manager's Report.*

13 Request for Placement of Items on Next Meeting Agenda

Commissioner Ross: discussion on the next steps of the assessments.

15 Announcements

Saturday, May 9th - Movie Night in the Park at 7:00pm
Monday, May 11th - Code Compliance Board at 7:00pm
Monday, May 11th - Biscayne Park Foundation at 7:00pm
Tuesday, May 12th - Special Commission Meeting at 6:30pm
Wednesday, May 13th - Public Art Advisory Board at 6:00pm
Saturday, May 16th - Art in the Park / Music Festival from 3:00pm to 8:00pm

Monday, May 18th - Planning & Zoning at 6:30pm
Monday, May 18th - Ecology Board at 6:30pm
Tuesday, May 19th - Crime Watch Meeting at 7:00pm
Wednesday, May 20th - Parks & Parkway Advisory Board at 6:00pm
Monday, May 25th - All Village Departments are Closed for Memorial Day
Tuesday, May 28th - Recreation Advisory Board at 7:00pm
Monday, June 1st - Planning & Zoning Board at 6:30pm

The next regular commission meeting is Tuesday, June 2, 2015, at 7:00pm.

15 Adjourment

The meeting was adjourned at 11:06pm.

Commission approved on _____.

Attest:

David Coviello, Mayor

Maria Camara, Village Clerk



**MINUTES
SPECIAL COMMISSION MEETING
Ed Burke Recreation Center - 11400 NE 9th Court
Biscayne Park, FL 33161
Tuesday, May 12, 2015 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 Fred Jonas - present

Commissioner Bob Anderson - present (*via telephone*)

Commissioner Roxanna Ross - present

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

Present from staff were:

Village Manager Heidi Siegel

Village Clerk Maria C. Camara

Village Attorney John Hearn

Public Services Manager Krishan Manners

Police Chief Cornelius McKenna

Parks & Recreation Manager Shelecia Bartley

Assistant Public Works Manager Cesar Hernandez

3 Pledge of Allegiance

4 Presentations

5 Additions, Deletions or Withdrawals to the Agenda

6 Public Comments Related to Agenda Items / Good & Welfare

Barbara Kuhl: On the log cabin project, there are problems with the process. Since it stated no bids over \$500,000, why were you entertaining all the bids that were over? They were non-responsive. Architect was concerned of cuts that were proposed without his review. Whole process was flawed. How are we proceeding if no bids were within the \$500,000? Maybe some did not pursue because of the cap. We are shorting ourselves. It was mentioned that Heisenbottle design is the "Mercedes Benz". This is a historic building. The jewel of our neighborhood. We were given funding for historic preservation. Do not want to see any limitations. Don't want a "Yugo". Figure out how to supplement. We raised money for art pieces. Ask residents to donate, for commemorative bricks. Raise the money and do it the right way.

Linda Dillon: On 10.a, records retention, originally in favor to continue to purge which is in accordance with State mandates. Clarifies that only reviewing building permits and that code compliance documentation is separate. The more I discussed this with other residents and members of the Code Compliance Board, I questioned whether or not this was the right decision. Spent the day calling other cities. Not all forthcoming with information, but those that did, they shared a common theme that if they had the space, they would maintain and others digitally scan them. Spoke with Miami Shores who keep all records, as well as North Miami who keep all records pertaining to structure, but throw out paint permits. Spoke with Steve Bernard and he also agreed that we should find a way to keep these records. I have now changed my mind. Would like to look for a way to keep the records permanently. Look for space in Public Works once the Annex building is completed, or look to scan the documents and I would continue to volunteer my services to assist in that project.

Steve Bernard: On the resolution for the log cabin contract, there was no information on the website. You don't pay contractor to do value engineering. Architect does it and if needed, you re-bid it. If costs are more than what we have and you go forward without having money, then that would be a dis-service to this Village. If you are going to borrow more money, you need to do a better job on informing the residents unlike what was done on the last decision to borrow. On records retention, if you throw out permits, it would be insane. We are going to have three buildings and people willing to help scan. To lose that permit, planning and historical information does nobody any good. On annexation, cannot believe you are still spending time and money on this when you know we have no chance. North Miami is not going to withdraw their application. If you want to continue to be the spoiler for North Miami, you can say good bye to any reasonable discussion we can have with them regarding our

water. We keep putting off this discussion with them and other capital improvement plans. People in Biscayne Park don't want annexation. There are only a handful of people. The rest of us are concerned that you will be pulling police services from our area to police that area. I speak for a lot of neighbors that don't want our cops leaving our area. You will not be able to make this work. You have no plan. On sanitation, the assessment was passed last month with little discussion. You heard from hundreds that we did not want to outsource. Now you pass the assessment without discussing how it's working or how many complaints there have been. In addition, you pass the assessment with \$100,000 in administrative fees that don't go to the contractor. At least when we did it, you could pretend that those administrative fees covered the cost for the Manager and Finance Director. Now that we pay someone else, if we are spending money, \$100,000, to facilitate this contract, we are wasting money. Ask the Attorney whether this was transparent the way that it was passed.

7 Information / Updates

7.a FY 2014-15 Monthly Financials ending 03/31/2015

Manager Siegel provided a summary of the financials through March 31st.

8 Resolutions

8.a Resolution 2015-28

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **TERMINATING THE PROFESSIONAL SERVICES AGREEMENT WITH THE NON-PROFIT ASSISTANCE CENTER, INC.**, DIRECTING THE VILLAGE CLERK TO TRANSMIT THIS RESOLUTION TO THE NON-PROFIT ASSISTANCE CENTER, INC. AS NOTICE OF TERMINATION OF THE PROFESSIONAL SERVICES AGREEMENT; PROVIDING FOR AN EFFECTIVE DATE.

Attorney Hearn read the title.

Manager Siegel provided the background.

After discussion, Commissioner Ross makes a motion to approve Resolution 2015-28 and it is seconded by Commissioner Anderson.

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

Opposed: Commissioner Watts

Motion carries: 4/1

8.b Resolution 2015-00

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA; AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT BETWEEN < > AND THE VILLAGE OF BISCAYNE PARK FOR RESTORATION OF THE VILLAGE LOG CABIN; PROVIDING FOR AN EFFECTIVE DATE

Attorney Hearn read the title as is.

Manager Siegel: Pulling the item at this time. Provided a summary to date of the bid process including the Review Committee's recommendation to select McKenzie Construction LLC, and to direct the Manager to further negotiate. Will be meeting with McKenzie Construction and Architect Richard Heisenbottle this week, and will defer the item to date certain Tuesday, May 19th at 6:30pm.

9 Old Business

9.a Chapter 5 Proposed Code Changes

Attorney Hearn recapped the changes made at the May 5th meeting which have been incorporated in the draft submitted.

After further discussion on section **5.6 Off-street parking**, the following changes were agreed upon by the Commission:

5.6.1 (a) (2): Take out the five (5) year and ten (10) year limitations and work in the 50% substantial repair concept. *Existing non-conforming driveways permitted by the Village may remain unless a substantial portion, 50% or greater, requires repair, or an addition to the driveway occurs.*

5.6.8 (a): *All driveways shall be of approved materials except as otherwise provided below.*

On section 5.6.8 (d) regarding an engineer's determination, have the Building Official review the language.

On section 5.6.8 (f) regarding the requirements for gravel driveways, specifically on the required border to contain the gravel, continue to research independently and come back with suggestions.

On section **5.3 Rights-of-way**, the Commission discussed the issue of the responsibility for removal of dead or diseased trees in the swale. The current language in the draft came as a result of the joint meetings between Code Review and the Parks & Parkway Advisory Boards.

After discussion, Commissioner Ross makes a motion to amend the language to state that the adjoining property owner is responsible for not only the maintenance of the trees, but also for the removal of dead or diseased trees. It is seconded by Vice Mayor Jonas.

Steve Bernard: The commission needs to acknowledge that a change is being made for a specific issue. If you now want to clarify the language and make it the property owner's responsibility, you need to notice everyone that will be affected before you make a decision. You must also find out how many properties there are.

Attorney Hearn: Recommends updating the language because of the prior case where the Code Compliance Board felt the language was ambiguous.

The motion is called to a vote:

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

Opposed: Commissioner Watts

Motion carries: 4/1

At the next meeting in June, continue reviewing the next section of Chapter 5.

10 New Business

10.a Records Retention - as requested by Commissioner Anderson

Clerk Camara provided a summary of the current separation of the building permit records. As per the GS-1 Schedule for records retention as provided by the State of Florida, municipalities are required to retain completed building permit documentation for 10 years plus 1.

After comments from the Commission to look for ways in which we could retain the records permanently, Manager Siegel recommends that Staff research the different options available and provide a presentation at the July commission meeting.

11 Reports

11.a Village Manager

Annexation Update: Met with North Miami City Manager on application. He is suggesting that we split the Biscayne Boulevard frontage. The Village would keep the light industrial and residential area, and North Miami would take the office building. Manager Siegel does not feel this is logical and not in our best interest. The County would not be amenable to this suggestion. The Village application is scheduled for the June 1st meeting of the County Planning Advisory Board. Notices will be sent to those in the radius of the area. North Miami application will also be heard on that agenda.

Annex building construction: Continue to work with contract and remain on schedule.

FDOT work on Sixth Avenue: On last phase to complete.

FY 2015-16 Budget Calendar provided listing all of the tentative meeting schedules and required deliverables.

11.b Village Attorney

The Commission was advised of a police battery issue. Has been forwarded to the Florida League of Cities.

On the case regarding former FHP Officer Watts, the Florida League of Cities has filed a motion to dismiss.

12 Announcements

Wednesday, May 13th - Public Art Advisory Board at 6:00pm
Saturday, May 16th - Art in the Park / Music Festival from 3:00pm to 8:00pm
Monday, May 18th - Planning & Zoning at 6:30pm
Monday, May 18th - Ecology Board at 6:30pm
Tuesday, May 19th - Special Commission Meeting at 6:30pm
Tuesday, May 19th - Crime Watch Meeting at 7:00pm
Wednesday, May 20th - Parks & Parkway Advisory Board at 6:00pm
Monday, May 25th - All Village Departments are Closed for Memorial Day
Tuesday, May 28th - Recreation Advisory Board at 7:00pm
Monday, June 1st - Planning & Zoning Board at 6:30pm

The next regular commission meeting is Tuesday, June 2, 2015, at 7:00pm.

13 Adjournment

The meeting was adjourned at 8:37pm.

Commission approved on _____.

Attest:

David Coviello, Mayor

Maria Camara, Village Clerk



**MINUTES
SPECIAL COMMISSION MEETING
Ed Burke Recreation Center - 11400 NE 9th Court
Biscayne Park, FL 33161
Tuesday, May 19, 2015 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 Fred Jonas - present
Commissioner Bob Anderson - present
Commissioner Roxanna Ross - present
Commissioner Barbara Watts - present

Present from staff were:

Village Manager Heidi Siegel
Village Attorney John Hearn
Building Coordinator Shanesa Mykoo
Public Services Manager Krishan Manners
Police Chief Cornelius McKenna
Parks & Recreation Manager Shelecia Bartley
Assistant Public Works Manager Cesar Hernandez

3 Pledge of Allegiance

4 Presentations

5 Additions, Deletions or Withdrawals to the Agenda

6 Public Comments Related to Agenda Items / Good & Welfare

7 Information / Updates

8 Resolutions

8.a Resolution 2015-34

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA; AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT BETWEEN MCKENZIE CONSTRUCTION LLC, AND THE VILLAGE OF BISCAYNE PARK FOR THE LOG CABIN RESTORATION PROJECT; PROVIDING FOR AN EFFECTIVE DATE

Attorney Hearn read the title.

Manager Siegel provided the background of the bid process, subsequent negotiations, value engineering, and financing of the project. Proposing a contract which is the full scope of work based on our available funds with an option for a change order in the future once future funds are secured.

Architect Richard Heisenbottle and Gavin McKenzie from McKenzie Construction were also present.

Commissioner Anderson: Concerned with some of the items listed for completion in Phase IV, such as the chinking and stain. Continue to look for items from first three phases that can be delayed in order that we can be assured these will be completed and that we have a sound structure.

Vice Mayor Jonas: Concerned with the increased cost of the project over what had been originally estimated. Does not see the need for the permanent dais or the porch railings.

Commissioner Ross: Committed to doing all four phases, but understand the need to find savings, if it becomes necessary. On the resolution, asks that it include the Village's matching grant information.

Commissioner Watts: Inquired on selection of type of logs and lighting fixtures.

Mayor Coviello: Confirms if only the first three phases are complete, that the building will be not be operable, due to the electrical lighting requirements. Can an item be moved out of the first three phases to accommodate the electrical requirement.

Public Comments:

Noah Jacobs: Thanks Mr. Heisenbottle and Mr. McKenzie for attending the meeting. Curious as to what needs to be done in regards to keeping the historic designation. Focus is on renovation of the cabin and what percentage of money is being spent on that. Agrees with Commissioner Anderson on the amount that is

being spent. Appreciates all the hard work being done on this project, but you need to understand what you will encumber on next year's budget. You have a duty and responsibility to represent the community as a functioning entity, but also the resident's and homeowners of the community that eventually will have to pay for every single dime of the loan service and the matching funds. What exactly needs to be done in order that the building remains historical.

Gary Kuhl: In defense of Mr. Heisenbottle's estimate, a difficult building to make an accurate estimate. In the variation of the estimate and bids, there should be an 18% c contingency on this project. Ours is much lower and will disappear in a heart beat. Look for the Commission and Administration to engage in getting donations.

Jorge Marinoni: Asks for clarification on the replacement of exterior logs and the possibility of shrinkage of the chinking. Mr. Heisenbottle explains that in certain portions where a replacement is required, we do not have the luxury of utilizing Dade County pine.

Mr. Heisenbottle: Explains that in certain portions where a replacement is required, we do not have the luxury of utilizing Dade County pine. In a perfect world, would have chosen to do that. Have used pressure treated southern yellow pine, and the chinking that will be used has flexibility. Confident that it will be successful. In regards to historic preservation, doing everything to enhance its historic integrity and return the building to historic integrity and add the necessary maintenance to the building. Undoing things done in the past that did compromise its historic integrity.

Vice Mayor Jonas makes a motion to approve Resolution 2015-34 and it is seconded by Commissioner Ross.

After discussion, motion is called to a vote.

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

Opposed: None

Motion carries: 5/0

9 Old Business

10 New Business

11 Reports

12 Announcements

Tuesday, May 19th - Crime Watch Meeting at 7:00pm

Wednesday, May 20th - Parks & Parkway Advisory Board at 6:00pm

Monday, May 25th - All Village Departments are Closed for Memorial Day

Tuesday, May 28th - Recreation Advisory Board at 7:00pm

Monday, June 1st - Planning & Zoning Board at 6:30pm

The next regular commission meeting is Tuesday, June 2, 2015, at 7:00pm.

13 Adjournment

The meeting was adjourned at 7:50pm.

Commission approved on _____.

Attest:

David Coviello, Mayor

Maria Camara, Village Clerk



Village of Biscayne Park

Commission Agenda Report

Village Commission Meeting Date: June 2, 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

- Ecology Board - April 20, 2015 - DRAFT
- Planning & Zoning Board - May 4, 2015
- Planning & Zoning Board - May 18, 2015 - DRAFT
- Code Compliance Board - May 11, 2015 - DRAFT
- Public Art Advisory Board - May 13, 2015 - DRAFT



Village of Biscayne Park

640 NE 114th Street
Biscayne Park, FL 33161
Tel: 305 899 8000
Fax: 305 891 7241

Board Members

Carmen DeBernardi
Chair

Luca Bronzi
Tom Ferstle
Tom Pliske
Richie Strassberg

MINUTES Ecology Board Ed Burke Recreation Center 11400 NE 9th Court, Biscayne Park, FL

APRIL 20, 2015

1. **Call to Order** - The meeting was called to order at 6:48 p.m.
2. **Roll Call** - Carmen DeBernardi, Richie Strassberg, Luca Bronzi.
3. **Additions, deletions and withdrawals** - None.
4. **Approval of Minutes** - The minutes of the previous meeting were read and approved.
5. **New Business** - Carmen DeBernardi was selected as Chairperson of the Ecology Board; Richie Strassberg was selected as Vice Chair. Discussion of the native plant sale event was postponed to the next meeting. The Board discussed last weekend's canal cleanup event and the possibility of organizing another such cleanup as a standalone event.
6. **Old Business** - None
7. **Public Comments** - None.
8. **Announcements** - The next meeting will take place on Monday May 18th, at 6:30 p.m. at the recreation center.

9. Adjournment - The meeting was adjourned at: 7:45.

Minutes taken by Luca Bronzi

Minutes approved by: _____

On this _____ day of _____, 2015.



The Village of Biscayne Park

640 NE 114th 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

Alternate
Mario Rumiano

MINUTES PLANNING & ZONING BOARD MEETING Ed Burke Recreation Center 11400 NE 9th Court – Biscayne Park, FL Monday, May 4th, 2015 at 6:30pm

1. CALL TO ORDER

This meeting was called to order at 6:34 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
Mario Rumiano – Alternative – joined meeting at 7:05 p.m.
Shanesa Mykoo, Krishan Manners and Sal Annese – staff attendance- present

3. ADDITIONS, DELETIONS OR DISCUSSIONS TO ORDER OF BUSINESS

4. APPROVAL OF MINUTES

April 20th, 2015

Motion by E. Hornbuckle, seconded by A. Olis and approved 3-0

5. PAINT PERMITS

- a. Mullen – 528 NE 121st St
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
- b. Coble – 11709 NE 11th Ave
Motion by A. Olis, seconded by E. Hornbuckle and denied 4-0
- c. Obregon – 1106 NE 118th St
Motion by A. Olis, seconded by E. Hornbuckle and denied 4-0

6. BUILDING PERMITS

- a. VOBP – 640 NE 114th St – Log Cabin
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
- b. Wilder – 11660 Griffing Blvd – Reroof
Motion by A. Olis, seconded by E. Hornbuckle and approved 4-0
- c. Coletti – 635 NE 119th St - Reroof
Motion by A. Olis, seconded by E. Hornbuckle and approved 4-0
- d. Pontius – 751 NE 114th St - Reroof
Motion by E. Hornbuckle, seconded by A. Olis and approved 4-0
- e. Oliva – 590 NE 121st St – Replace front door
Motion by A. Olis, seconded by E. Hornbuckle and approved 4-0
- f. Vinograd – 11619 NE 6th Ave - Reroof
Motion by A. Olis, seconded by E. Hornbuckle and approved 4-0
- g. Eduardo – 515 NE 119th St - Driveway
*Tabled – wrong site plan provided
- h. Herron – 848 NE 116th St – Repair fence
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
- i. Lijeron – 11790 NE 10th Ave – Repair fence
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
- j. Jones – 647 NE 114th St – New addition
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
- k. Nalepa – 775 NE 113th St – New pool
Motion by A. Olis, seconded by E. Hornbuckle and denied 3-0
*Need Variance
- l. Bellido – 12015 NE 7th Ave – Repair fence
Motion by E. Hornbuckle, seconded by A. Olis and approved 4-0



The Village of Biscayne Park

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

Telephone: 305-899-8000 Facsimile: 305 891 7241

- m. Eskenazi – 11215 NE 8th Ave – Remodel driveway
Motion by A. Olis, seconded by E. Hornbuckle and approved 4-0
- n. Chao – 11400 Griffing Blvd – Reroof
Motion by E. Hornbuckle, seconded by A. Olis and approved 4-0
- o. Raymond – 11520 NE 9th Ave – Installing fence
Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0
- p. Natfield LLC – 862 NE 119th St – New roof
Motion by E. Hornbuckle, seconded by M. Rumiano and approved 3-0
*A. Olis recues from vote
- q. Wilder – 11660 Griffing Blvd – Replace windows
Motion by E. Hornbuckle, seconded by M. Rumiano and approved 4-0
- r. Gaspersich – 830 NE 116th St – Replace windows
Motion by A. Olis, seconded by M. Rumiano and approved 4-0
*Change opening #4 to single hung.

7. Administrative Variance

None

The next meetings of the Planning & Zoning Board are Monday, May 18th, 2015 and Monday, June 1st, 2015.

8. ADJOURNMENT

This meeting was adjourned at 7:47 p.m.

Minutes approved on: _____

(Date)

By: _____
Gage Hartung, Chair Planning & Zoning Board



The Village of Biscayne Park

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

Telephone: 305-899-8000 Facsimile: 305 891 7241

MINUTES
PLANNING & ZONING BOARD MEETING
Ed Burke Recreation Center
11400 NE 9th Court – Biscayne Park, FL
Monday, May 18th, 2015 at 6:30pm

PLANNING &
ZONING BOARD

Gage Hartung
Chairman

Andrew Olis
Vice Chairman

Elizabeth Hornbuckle
Doug Tannehill
Victor Recondo

1. CALL TO ORDER

This meeting was called to order at 6:31 p.m.

2. ROLL CALL

Gage Hartung – Chair Member – present
Andrew Olis – Vice Chair – present
Elizabeth Hornbuckle – Board Member – present (joined meeting at 6:45 p.m.)
Doug Tannehill – Board Member – absent
Victor Recondo – 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

May 4th, 2015

Motion by A. Olis, seconded by E. Hornbuckle and approved 3-0

5. PAINT PERMITS

a. Medina – 630 NE 121st St

Motion by A. Olis, seconded by V. Recondo and denied 3-0

b. Eskevazi – 11215 NE 8th Ave

Motion by A. Olis, seconded by E. Hornbuckle and denied 4-0

c. McCormick – 886 NE 117th St

Motion by E. Hornbuckle, seconded by A. Olis and approved 4-0

d. Rosales – 950 NE 116th St

Motion by A. Olis, seconded by V. Recondo and approved 4-0

6. BUILDING PERMITS

a. Wilkins – 1101 NE 117th St – Replace door

Motion by A. Olis, seconded by V. Recondo and approved 3-0

b. Raymond – 11520 NE 9th Ave – Install Shed

Motion by A. Olis, seconded by V. Recondo and approved 3-0

c. Arestizabal – 451 NE 119th St – Replace windows

Motion by E. Hornbuckle, seconded by V. Recondo and approved 3-0

*A. Olis recues from vote.

d. Gray -11703 NE 11th Ave – Repair roof

Motion by, A. Olis, seconded by V. Recondo and approved 4-0

e. Urtega – 11111-13 NE 9th Ct – Disabled ramp (after the fact)

Motion by A. Olis, seconded by E. Hornbuckle and approved 4-0

*temporary use only.

f. Debaldo – 631 NE 114th St – Wood deck and pergola

Motion by A. Olis, seconded by V. Recondo and approved 4-0

g. Ragone – 11625 Griffing Blvd – Remodel driveway

Motion by E. Hornbuckle, seconded by A. Olis and approved 4-0

h. Santos – 630 NE 117th St – Replace windows and doors

Motion by A. Olis, seconded by V. Recondo and approved 3-0



The Village of Biscayne Park

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

Telephone: 305-899-8000 Facsimile: 305 891 7241

- i. Salter – 521 NE 119th St – Remodel driveway
Motion by A. Olis, seconded by E. Hornbuckle and approved 4-0
- j. Natfield Properties – 862 NE 119th St – New windows and doors
Motion by E. Hornbuckle, seconded by V. Recondo and approved 3-0
*A. Olis recues from vote
- k. Parris – 846 NE 116th St – Replace windows
Motion by A. Olis, seconded by V. Recondo and approved 3-0
- l. Eduardo – 515 NE 119th St – Install driveway
Motion by A. Olis, seconded by V. Recondo and approved 4-0
- m. Schindler – 1008 NE 115th St – One bedroom addition
Motion by E. Hornbuckle, seconded by V. Recondo and denied 4-0
*Need more information
- n. Eskavazi – 11215 NE 8th Ave – Install wood gates
Motion by A. Olis, seconded by E. Hornbuckle and approved 4-0

7. Administrative Variance

None

The next meetings of the Planning & Zoning Board are Monday, June 1st, 2015 and Monday, June 18th, 2015.

8. ADJOURNMENT

This meeting was adjourned at 7: 15 p.m.

Minutes approved on: _____
(Date)

By: _____
Gage Hartung, Chair Planning & Zoning Board



The Village of Biscayne Park

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

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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 – Biscayne Park, FL
Monday, May 11th, 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
Harvey Bilt – Vice Chair – present
Dale Blanton – present
Linda Dillon – present (Joined meeting at 7:35 p.m.)
Jenny Johnson – Sardella – present
Laura Graves – alternate – present
Staff attendance – Reginald White, Shanesa Mykoo and Krishan Manners – present

3. ADDITIONS, DELETIONS OR WITHDRAWALS TO ORDER OF BUSINESS

Laura Graves was sworn in as new alternate chair member.

4. APPROVAL OF MINUTES

April 13th, 2015

Motion by D. Blanton, seconded by J. Sardella and approved 4-0

5. NEW BUSINESS

- a. Mark Gottfried – 620 NE 119th St – Shrubberies overgrown
Motion by D. Blanton, seconded by H. Bilt and approved 5-0
-In compliance and case closed.
- b. Mark Gottfried – 620 NE 119th St – Exterior surfaces of the house are dirty and discolored.
Motion by D. Blanton, J. Sardella and approved 5-0
-In compliance and case closed.
- c. John. D Davidson JR – 711 NE 113th St – Boat not stored on an approved surface
Motion by H. Bilt, seconded by D. Blanton and approved 5-0
-Not In compliance, resident has 30 days to comply or a \$25 daily fine. Once applied for permit resident has 60 days to complete the approved surface construction.
- d. John. D Davidson JR – 711 NE 113th St – Junked Vehicle stored on the property.
Motion by D. Blanton, seconded by H. Bilt and approved 5-0
-Not In compliance, vehicle needs to be to be registered with proof of insurance or removed from property. Resident has 30 days to comply or a daily fine of \$25.
- e. Homes for Humanity LLC – 921-923 NE 107th St – Interior work done without a permit
Motion by H. Bilt, seconded by L. Graves and approved 5-0
-Not in compliance, \$600 total fine, 3 permit applications at \$200 each.
- f. Wayne Donald Tollefson – 11659 Griffing Blvd – Broken Driveway
Motion by J. Sardella, seconded by D. Blanton and approved 5-0
-In compliance and case closed.
- g. Gilles Tardif - 11119-11121 – NE 11th PL – Boat not stored on an approved surface
Motion by D. Blanton, seconded by H. Bilt and approved 5-0
-Not in compliance, \$50 fine. Resident has 2 weeks to apply or remove boat.
\$10 fine if not in compliance with 18% interest.
- h. Brian Lilburn – 430 NE 121th St – Unused /Unightly objects stored in the front yard.



The Village of Biscayne Park

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

-Not in compliance, \$50 fine. \$10 daily fine with 18% interest thereafter.

- i. Brian Lilburn – 430 NE 121th St – Exterior surfaces of the house dirty and discolored.

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

- Not in compliance, \$50 fine. \$10 daily fine with a 18% interest.

- j. Maurice F Fenton JR – 764 NE 119th St – Shed constructed without a permit.

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

-In compliance and case closed.

- k. Eva M Areias – 741 NE 114th St – Front lawn not sod and maintained properly.

Motion by D. Blanton, seconded by H. Bilt and approved 5-0

-Not in compliance, \$25 fine. If resident does not comply within 48 hours, daily fine of \$5 with 18% interest.

- l. Eguido Gonzalez – 11335 NE 11th PL – Discolored exterior surfaces of the house.

Motion by L. Dillon, seconded by H. Bilt and approved 5-0

In compliance and case closed.

6. OLD BUSINESS:

- a. Rene Alvarez & W Rosalba – 981 NE 113th St - Dilapidated and dirty fence: Case# 15-0078

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

-In compliance and case closed.

- b. Linda Domin – 1002 NE 119th St – Front yard not properly Maintained: Case# 14-0350

Motion by D. Blanton, seconded by H. Bilt and approved 5-0

-In compliance and case closed.

7. FINE REDUCTION

None

8. ANNOUNCEMENTS / SCHEDULE OF NEXT MEETING

Board members voted on new and vice chair member.

New chair member - Gary Kuhl

New vice chair member – Dale Blanton

The next meeting of the Code Compliance Board is Monday, June 8th, 2015.

9. ADJOURNMENT

This meeting was adjourned at 7:55 p.m.

Minutes approved on _____

By: _____

Gary Kuhl, Chair



PUBLIC ART
ADVISORY BOARD

Ximena Datorre
Karen Marinoni
Susan Weiss

MINUTES
PUBLIC ART ADVISORY BOARD
Ed Burke Recreation Center, 11400 NE 9th Ct., Biscayne Park, FL
Wednesday, May 13, 2015 at 6:00PM

1. CALL TO ORDER AND ROLL CALL – The meeting was called to order at 6:05pm. Present were board members Karen Marinoni and Susan Weiss. Ximena Datorre was 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 April 8, 2015, and it was seconded by Susan Weiss. All in favor. Motion carries 2-0.
5. OLD BUSINESS –
 - a. Status of sculpture for pet waste station locations: The board reviewed the idea provided by Karen Marinoni. Will continue to research, as well as research a company called Mutt Mitts for sponsorship ideas.
 - b. Call to Artists: Susan Weiss will continue into the idea of a competition for interested artists. Karen Marinoni to bring example of papier mache sculptures.
 - c. Photo Contest: Only 2 submissions have been received to date. Will postpone the selection of the winner at the Art Fair on May 16th. Will look for a new date for judging and ways to better promote.
6. NEW BUSINESS – <None>



The Village of Biscayne Park

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

7. NEXT MEETING DATE – Wednesday, June 10, 2015, at 6:00pm.
 8. ADJOURNMENT – Meeting was adjourned at 6:25pm.
-

Minutes approved on _____.



Village of Biscayne Park Commission Agenda Report

Village Commission Meeting Date:	June 2, 2015
Subject:	Resolution 2015—35 Authorizing the Village Manager to Engage the Professional Services of Estrada Hinojosa & Company, Inc.
Prepared By:	Heidi Siegel, AICP, Village Manager
Sponsored By:	Staff

BACKGROUND

In order to serve the day-to-day needs of the Village better, an in-house Finance Manager provides day-to-day support for all Village financial transactions. The Finance Manager is challenged with not only providing full finance department services and the upcoming budget preparation but also to improve internal controls and processing timeframes and establish policies and procedures for sustainable operations. To provide oversight during this transition period and assistance during the fiscal year 2015/2016 budget, the Village Manager wishes to engage the professional services of Estrada Hinojosa & Company.

The Village Manager recently met with three prospective firms for oversight services. While all companies were capable of providing services to the Village, Estrada Hinojosa offered a level of service and a professional team that meets the needs of the Village. Additionally, Estrada Hinojosa offers the Village an opportunity to maximize our investment strategy with our revenues.

The proposed letter of agreement is structured to be on a month-to-month term at \$2,500.00 per month. The services to be provided will include:

- Review of Quarterly Budget Variance Reports
- Assist with the preparation of 2015-2016 Budget Report and Package
- Oversee the 2014-15 Budget Amendment process
- Prepare Special Report Requests and attend Commission meetings on an as needed basis.

The Village Manager and Estrada Hinojosa have agreed to reevaluate the Village's needs after six months and, if feasible, reduce the monthly services. The cost to Estrada Hinojosa for a year will be \$30,000, or \$15,000 for six months. The proposed work model will provide a minimum savings to Village in Fiscal Year 2015/2016 of \$24,655.00.

June 2, 2015

Commission Agenda Report

Resolution 2015-35 Authorizing the Village Manager to Engage the Professional Services of Estrada Hinojosa

The below chart compares the previous work model with the current work model for next fiscal year.

FY 2014/15		FY 2015/16	
Previous Finance Clerk Position	\$44,433 (with benefits and requirements)	Current Finance Manager Position	\$61,678 (with benefits and requirements)
Previous Finance Director Contract	\$72,000	Estrada Hinojosa	\$30,000 (maximum)
Total FY 2014/15	\$116,333	Total FY 2015/16	\$91,678

FISCAL/BUDGET IMPACT

The proposed changes will be an annual cost savings to the Village and provide a more efficient work model.

STAFF RECOMMENDATION

Staff recommends approval of Resolution No. 2015-35.

ATTACHMENTS

- Resolution No. 2015-35
- Estrada Hinojosa & Company Letter of Engagement and Company Background
- Achievement Consulting Services Proposal
- GLSC & Company, PLLC Proposal

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RESOLUTION NO. 2015-35

**A RESOLUTION OF THE VILLAGE
COMMISSION OF THE VILLAGE OF
BISCAYNE PARK, FLORIDA; AUTHORIZING
THE VILLAGE MANAGER TO ENGAGE THE
PROFESSIONAL SERVICES OF ESTRADA
HINOJOSA & COMPANY, INC.; PROVIDING
FOR AN EFFECTIVE DATE.**

WHEREAS, in order to better serve the needs of the Village, an in-house Finance Manager provides day-to-day support for all Village financial transactions; and,

WHEREAS, the Finance Manager is challenged with providing full Finance Department services, budget preparation, improve internal controls and processing timeframes, and establish policies and procedures for sustainable operations; and,

WHEREAS, the Village Manager met with three prospective firms to provide professional oversight during the transition period and to provide assistance during the fiscal year 2015-16 budget; and,

WHEREAS, the Village Manager has recommended engaging the professional services of Estrada Hinojosa & Company, Inc., to provide the oversight; and,

WHEREAS, the Village Commission concurs with the Village Manager's recommendation and finds that it is in the best interests of the Village to engage the professional services of Estrada Hinojosa & Company, Inc. for Finance Department services.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA.

Section 1. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and hereby made a specific part of this Resolution upon adoption hereof.

Section 2. The Village Commission of the Village of Biscayne Park authorizes the Village Manager to engage the professional services of Estrada, Hinojosa & Company, Inc. The agreement, in substantial form, is attached and incorporated by reference into this resolution as exhibit 1.

Section 3. This Resolution shall become effective upon adoption.

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PASSED AND ADOPTED this ____ day of _____, 2015.

The foregoing resolution upon being put to a vote, the vote was as follows:

David Coviello, Mayor

Attest:

Maria C. Camara, Village Clerk

Approved as to form:

John J. Hearn, Village Attorney

Mayor Coviello: ____
Vice Mayor Anderson: ____
Commissioner Jonas: ____
Commissioner Ross: ____
Commissioner Watts: ____

ESTRADA • HINOJOSA

INVESTMENT BANKERS

2937 SW 27th Avenue ■ Suite 200B ■ Miami, FL 33133
(305) 507-0100 ■ Fax (305) 648-1002

May 15, 2015

Heidi Siegel, AICP, Village Manager
Village of Biscayne Park
Village Hall
640 NE 114th Street
Biscayne Park, FL 33161

RE: Engagement Letter for Professional Services as Financial Advisor

Dear Ms. Heidi Siegel:

Estrada Hinojosa & Company, Inc. ("Estrada Hinojosa" or "Company,") wishes to serve the Village of Biscayne Park (the "Village") as Financial Advisor, performing the scope of services set forth below, and including, but not limited to, providing guidance to the Village on finance operations and planning the Village budget. The Company understands that we will provide advice and guidance to the Village's Finance Department during the period of transition. As a result, this engagement will focus on providing financial advice, oversight and guidance concerning the following Village functions:

- Review of Quarterly Budget Variance Reports
- Assist with the preparation of 2015-2016 Budget Report and Package
- Oversee the 2014-15 Budget Amendment process
- Prepare Special Report Requests on an "as needed" basis
- Attend Council, Workshops and "Special Call" Village meetings

In all of our financial advisory relationships, Estrada Hinojosa seeks to maximize value for the client. We therefore, propose to structure a compensation package with a retainer fee. In consideration for the services enumerated under this engagement, the Company's proposed Monthly Retainer will be \$2,500, a prorated share of which shall be paid for any month not fully retained.

ESTRADA HINOJOSA & COMPANY, INC.

1717 Main Street • Suite 4700, Lockbox 47 • Dallas, Texas 75201
(214) 658-1670 • (800) 676-5352 • Fax (214) 658-1671

Member FINRA/SIPC

DALLAS

AUSTIN

CHICAGO

HOUSTON

MIAMI

NEW YORK

SAN ANTONIO

SAN DIEGO

The term of this engagement shall be month to month. This engagement may be terminated by the Village upon thirty (30) days written notice to Estrada Hinojosa, or upon thirty (30) days written notice by Estrada Hinojosa to the Village.

It is understood that the Village requires its vendors to carry appropriate levels of insurance. Estrada Hinojosa shall be required to carry a minimum of \$100,000 professional liability insurance.

The Village hereby engages Estrada Hinojosa & Company, Inc. as Financial Advisor to perform the services described above commencing _____, 2015.

Sincerely,



Estrada Hinojosa & Company, Inc.

By: Lourdes Reyes Abadin
Executive Vice President

Date: _____, 2015

Agreed to by: _____

Date: _____, 2015

May 2015

Estrada Hinojosa Firm Credentials

Financial Advisory & Investment Banking Services

ESTRADA • HINOJOSA
INVESTMENT BANKERS

Dallas • Austin • Chicago • Houston • Miami • New York • San Antonio • San Diego

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Introduction to Estrada Hinojosa & Company, Inc.

Estrada Hinojosa & Company, Inc.



- ✓ Established in 1992, the Firm has become the largest Hispanic-owned full service investment bank in Texas, and second largest in the nation, specializing in municipal financial advisory and bond underwriting services.
- ✓ Estrada Hinojosa leverages its experience from participating in an average of five transactions per week, allowing the Firm to offer exceptional service to its clients, while remaining profitable for 22 consecutive years.
- ✓ Estrada Hinojosa has 39 employees, of which 27 are Registered Representatives. 100% of the Firm's outstanding shares are owned by fifteen of its most dedicated employees.
- ✓ The Firm is a HUB certified Minority Business Enterprise, regulated as an Independent Broker Dealer by the Financial Industry Regulatory Authority (FINRA) and the U.S. Securities and Exchange Commission (SEC), and is subject to the governing rules of the Municipal Securities Rulemaking Board (MSRB). All of its bankers are registered representative subject to governing regulations.
- ✓ The Firm's founders are not only involved in day-to-day operations but continue to be involved in industry related policy-making and advocacy boards such as the Securities Industry Protection Corporation (SIPC), the MSRB, the Federal Reserve Board of Dallas, the Securities Industry Financial Markets Association (SIFMA), the Bond Dealers of America (BDA), and the Municipal Advisory Council of Texas (Texas MAC).

Personnel

Employee Name	Title	Location
Hinojosa, Noe Jr.	President & CEO	Dallas
Estrada, Robert A.	Senior Managing Director & CCO	Dallas
Garza, Jorge A.	Senior Managing Director	Dallas
Nolan, Thomas B. III	Senior Managing Director	Dallas
Galvan, Adrian	Managing Director	Dallas
Gonzales, Donald J.	Managing Director	San Antonio
Gordon, David G.	Managing Director	Dallas
Jack, Paul	Managing Director	Austin
Tijerina, Robert A.	Managing Director	San Antonio
Williams, Ulysses S. Jr.	Managing Director	Dallas
Abadin, Lourdes Reyes	Executive Vice President	Miami
De Los Santos, Miguel A.	Executive Vice President	San Antonio
Fonteno, James W. Jr.	Executive Vice President	Houston
Grillo, Fernando E.	Executive Vice President	Chicago
Madres, Troy	Executive Vice President	Austin
Moring, Ross	Executive Vice President	Dallas
Diamond-Ortiz, Andres	Senior Vice President	Houston
Eaddy, Steven W.	Senior Vice President	New York
Jaso, Anthony	Senior Vice President	San Antonio
Sevier, Walter G.	Senior Vice President	Dallas
Tenison, Kathryn A.	Senior Vice President	Dallas
Felt, Scott	Vice President	Dallas
Gonzalez, David N.	Vice President	San Antonio
Yturri, Marcos C.	Vice President	Dallas
Cubria, Andrew Henry Jr.	Assistant Vice President	Chicago
Mejia, Rudy	Assistant Vice President	Austin
Young, Esther E.	Assistant Vice President	Dallas

Lourdes R. Abadin, Executive Vice President

ESTRADA • HINOJOSA
INVESTMENT BANKERS

LOURDES REYES ABADIN

Executive Vice President

2937 SW 27th Avenue, Suite 200B

Miami, Florida 33133

Office 305.507.0100 Cell 305.812.4345

Fax 305.648.1002 abadin@ehmuni.com

Member FINRA/SIPC

Lourdes Reyes Abadin leads Estrada Hinojosa's efforts in providing municipal bond services to governmental entities in the State of Florida. Ms. Abadin has been involved with Florida public finance for the past 26 years having initially served on the public side where she eventually rose to the positions of Chief Financial Officer (CFO) to the Miami Sports & Exhibition Authority and Comptroller to the City of Miami. As a result of her governmental experience, she is sensitive to the goals and objectives from an issuer's point of view.

Over the years, Ms. Abadin has gained much recognition for her in-depth knowledge and vast experience in Florida public finance and she is also credited for her experience in other diverse sectors. Prior to being involved with Municipal Finance, she worked for Florida

Power & Light and was involved in the Quality Improvement Program that earned FPL the *Deming Award of Excellence*. She specialized in investment banking when she joined a Wall Street Firm in 1993. Her work has included developing financial structures, credit enhancement, and development of bond rating presentations, preparation of official documents, and the pre-marketing of bonds.

Under a previous employer, Ms. Abadin served as Financial Advisor to the following issuers: City of Miami CRA, Miami-Dade County Water and Sewer and Seaport departments, City of Miami Beach, City of Aventura, Florida Ports Financings Commission, and the Miami-Dade Expressway Authority.

Since joining the firm in 2003, Ms. Abadin has grown our Florida client base, resulting in Estrada Hinojosa being selected as senior manager and co-manager on several Florida financings, as well as the acquisition of new financial advisory clients. She served as Financial Advisor to the City of North Bay Village, Town of Cutler Bay, City of Sweetwater, Town of Miami Lakes and the Village of Key Biscayne.

Ms. Abadin holds a Bachelor of Science degree in Finance from Florida International University, and has taken MBA studies at Nova Southeastern University. She is a certified Government Finance Officer (CGFO), and is a FINRA Series 7 and previously a Series 63 Registered Representative.

Public Finance Expertise

Estrada Hinojosa's coverage of national clients is expanding. Our firm currently provides financial advisory or underwriting services in 28 states and the District of Columbia.

Estrada Hinojosa currently employs 28 experienced bankers, all of which are at least fully licensed Registered Representatives of FINRA.

Our bankers have the municipal finance credentials and demonstrated expertise to rival any Wall Street firm. Our sector experience includes:

- ✓ Cities and Counties
- ✓ State and Local Government Agencies and Authorities
- ✓ School Districts
- ✓ Housing
- ✓ Economic Development - Special Districts
- ✓ Higher Education - Health Care & Hospitals
- ✓ Transportation - Airports, Transit, Toll Roads, Bridges, & Ports
- ✓ Public Private Partnerships
- ✓ Investment Advisory Services



Dallas Cowboys Stadium

CPS Energy

Independent School Districts

Dallas/Fort Worth
International
Airport

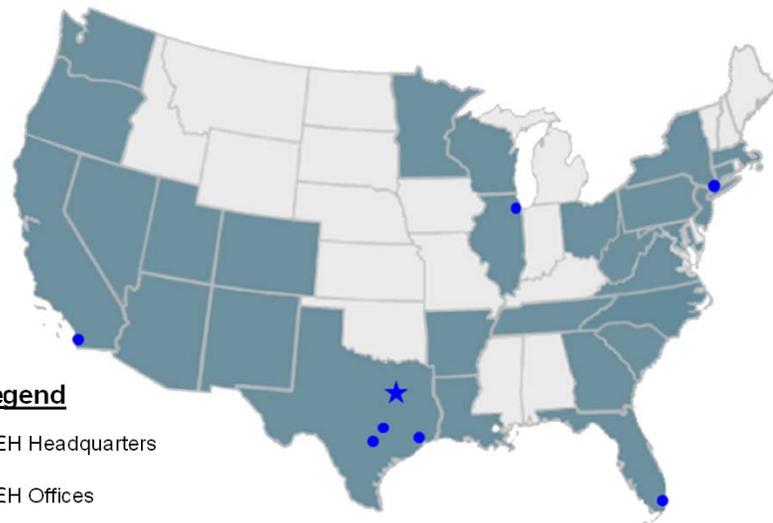
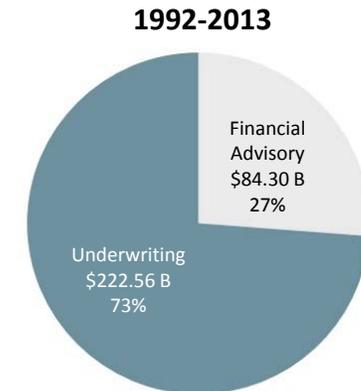
Estrada Hinojosa is a Leader in Public Finance with a Growing National Footprint...

- From 1992 through year end 2013, the Firm has completed:

- ✓ Financial Advisory Services- 1,442 financings totaling \$84.30 billion
- ✓ Underwriting Services- 2,361 financings totaling \$222.56 billion

- For calendar year ended 2013, the Firm completed:

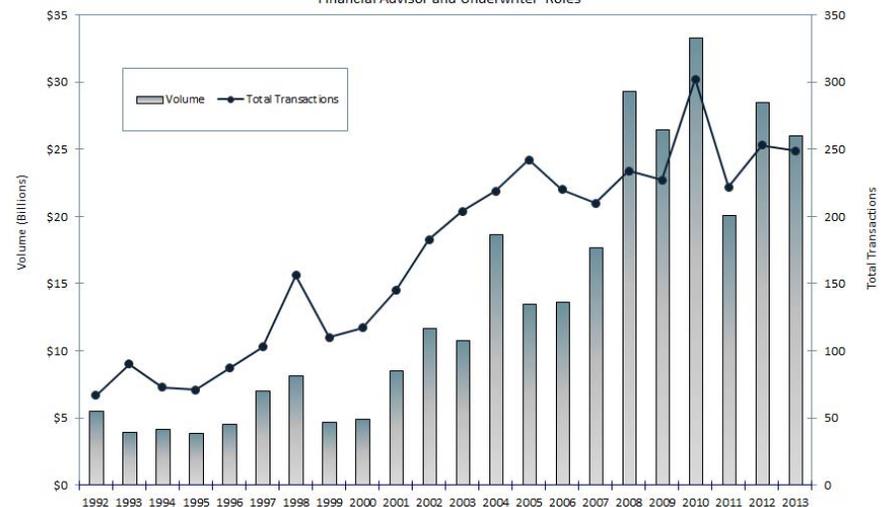
- ✓ Financial Advisory Services- 119 financings totaling \$8.39 billion
- ✓ Underwriting Services- 130 financings totaling \$17.60 billion



Legend

- ★ EH Headquarters
- EH Offices
- States where EH services have been provided

Estrada Hinojosa & Company, Inc.
National Experience
Financial Advisor and Underwriter Roles



Estrada Hinojosa in the News

Our firm was reported in the *Bond Buyer*, a daily public finance publication, as one of the top financial advisors in the U.S.. Estrada Hinojosa was **ranked #4 in the nation** for Financial Advisor transactions in 2014. This is a notable accomplishment since we are a small firm ranked amongst the national firms.

Top Financial Advisors: All Issues

Full Year 2014 – Equal Credit to Each Advisor

Rank	Firm	Amount	Issues
1	Public Financial Management Inc	\$48,517.2	779
2	Public Resources Advisory Group	27,863.7	139
3	FirstSouthwest	26,763.3	702
4	Estrada Hinojosa & Company Inc	8,748.6	69
5	KNN Public Finance	6,393.2	50
6	Acacia Financial Group Inc	6,366.6	121
7	A C Advisory Inc	5,773.0	55
8	Piper Jaffray & Co	5,105.2	167
9	Lamont Financial Services Corp	4,167.7	38
10	RBC Capital Markets	3,942.2	196

This is Thomson Reuters's "A17" league table. Dollar amounts are in millions. Rankings are final as of Jan. 2, 2015. Short-term notes, private placements, and deals not meeting Thomson Reuters's T+5 policy rule are excluded. Issues with multiple advisors divide the par amount equally among the advisors. Source: Thomson Reuters. For more Top Rankings see next page.

Top Financial Advisors: Negotiated Issues

Full Year 2014 – Equal Credit to Each Advisor

Rank	Firm	Amount	Issues
1	Public Financial Management Inc	\$37,180.2	441
2	FirstSouthwest	22,674.3	413
3	Public Resources Advisory Group	18,440.8	67
4	Estrada Hinojosa & Company Inc	8,663.3	64
5	KNN Public Finance	6,128.4	39
6	A C Advisory Inc	5,517.7	48
7	Acacia Financial Group Inc	4,922.3	83
8	Govt Development Bank for Puerto Rico	3,500.0	1
9	Lamont Financial Services Corp	3,318.0	32
10	RBC Capital Markets	3,184.5	124

This is Thomson Reuters's "A17b" league table for negotiated offerings. Dollar amounts are in millions. Rankings are final as of Jan. 2, 2015. Short-term notes, private placements, and deals not meeting Thomson Reuters's T+5 policy rule are excluded. Issues with multiple advisors divide the par amount equally among the advisors. Source: Thomson Reuters



TOWN OF MIAMI LAKES issued nearly \$7.3 million in Build America Bonds to finance development of a new Government Center. Mayor Michael Pizzi and Town Manager Alex Rey (seated, center) were joined by Finance Director Amber Riviere, Town Attorney Mitch Bierman, and members of the finance team from Squire Sanders & Dempsey, Knox Seaton, and Weiss Serota Helfman during the bond signing.
Photo courtesy of Town of Miami Lakes

Ms. Lourdes Abadin (pictured above, left) has the in-depth knowledge and expertise to work with a variety of Florida entities. For example, she assisted the Town of Miami Lakes, a first-time issuer and unknown credit at the time, in attaining favorable ratings and thereafter issuing Build America Bonds for the construction of their Town Government Center.



Ms. Abadin, with support from the Headquarters Office, offers Florida public issuers the utmost quality financial advising and underwriting services. She often speaks at Council/Commission meetings, is called upon for panel discussions in the community, and was recently invited to speak at the annual **Bond Buyer National Municipal Bond Summit** this upcoming March.

Investment Banking Overview

Investment Banking Experience

- Our team has demonstrated an ability to distribute bonds and a willingness to commit capital.
- Estrada Hinojosa has experience with the following debt instruments in addition to others:

Assessment Bonds
Build America Bonds
Certificates of Participation
Commercial Paper
Contract Revenue Bonds
Development Agreements



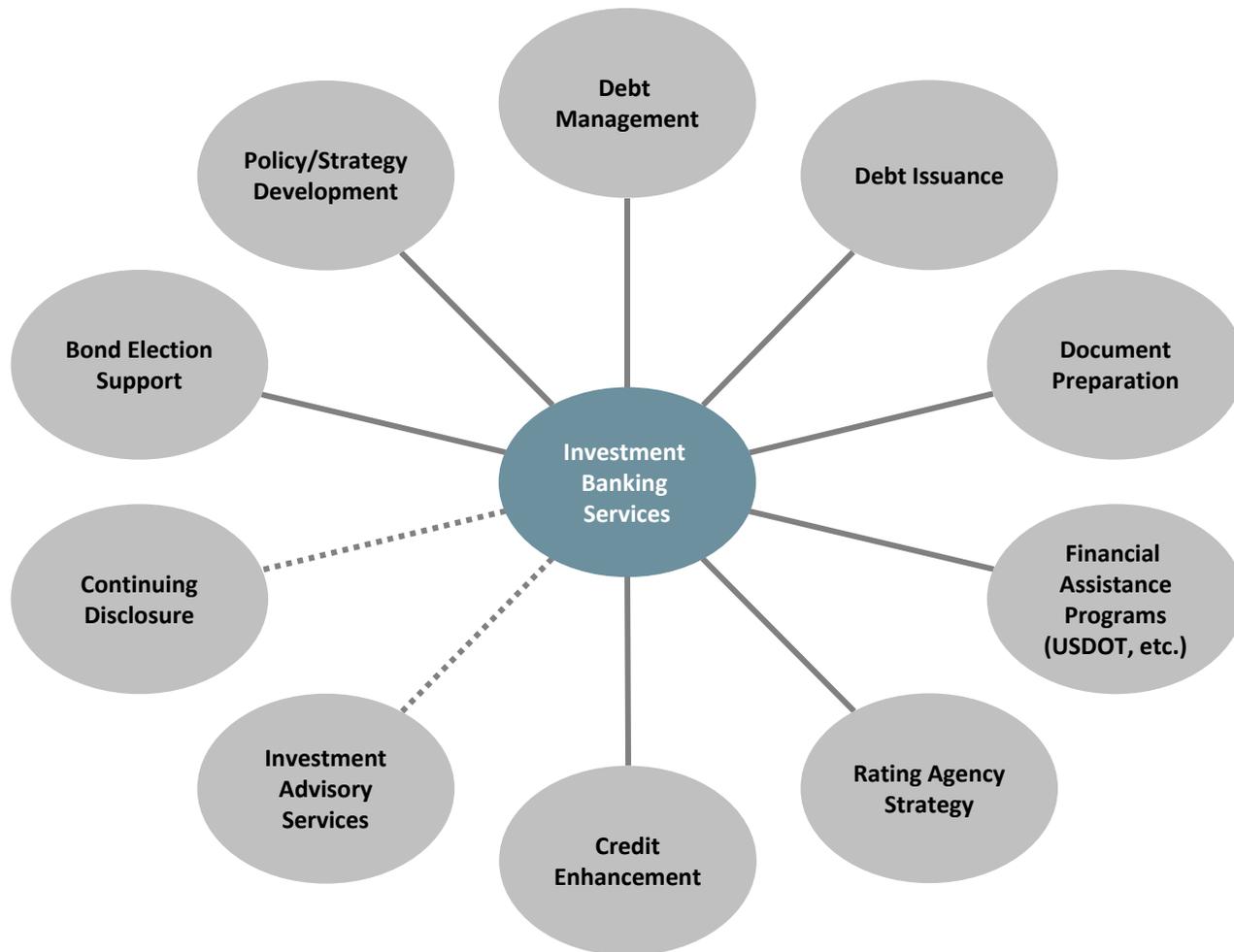
General Obligation Bonds
Qualified School Construction Bonds
Interest Rate Swaps
Lease Purchase Agreements
Letters of Credit
Lines of Credit



Multi-Modal Securities
Project Revenue Bonds
Special Tax Bonds
System Revenue Bonds
Tax Anticipation Notes
Variable Rate Bonds



Services Offered as Financial Advisor and Underwriter



Representative Recent Transactions: Financial Advisory

<p><i>\$1.26 Billion</i></p> <p>Texas Transportation Commission</p>  <p>Highway Improvement General Obligation Bonds, Series 2014</p> <p>Financial Advisor</p>	<p><i>\$7.33 Million</i></p> <p>Town of Miami Lakes, Florida</p>  <p>Special Obligation Bonds, Federally Taxable, Series 2010</p> <p>Financial Advisor</p>	<p><i>\$300 Million</i></p> <p>City of Dallas, Texas</p>  <p>Waterworks and Sewer System Tax-Exempt Commercial Paper Notes, Series 2014 E</p> <p>Financial Advisor</p>	<p><i>\$227.275 Million</i></p> <p>City of San Antonio, Texas</p>  <p>General Improvement and Refunding Bonds, Series 2014</p> <p>Financial Advisor</p>	<p><i>\$6.575 Million</i></p> <p>Village of Key Biscayne, Florida</p>  <p>Stormwater Utility Refunding and Improvement Revenue Bonds, Series 2013</p> <p>Financial Advisor</p>
<p><i>\$450 Million</i></p> <p>Dallas/Fort Worth International Airport</p>  <p>Joint Revenue Improvement Bonds, Series 2013B</p> <p>Lead Financial Advisor</p>	<p><i>\$34.69 Million</i></p> <p>United Independent School District</p>  <p>Unlimited Tax Refunding Bonds, Series 2013 & 2013A</p> <p>Financial Advisor</p>	<p><i>\$150 Million</i></p> <p>Dallas Area Rapid Transit</p>  <p>Sr. Sub Lien Sales Tax Rev CP Notes, Series I (Self-Liquidity)</p> <p>Financial Advisor</p>	<p><i>\$5.8 Million</i></p> <p>Town of Cutler Bay, Florida</p>  <p>Taxable Note, Series 2012B (Town Hall)</p> <p>Financial Advisor</p>	<p><i>\$2.92 Billion</i></p> <p>Grand Parkway Transportation Commission</p>  <p>Toll Revenue Bonds, Series 2013A-E</p> <p>Financial Advisor</p>
<p><i>\$48.75 Million</i></p> <p>City of Laredo, Texas</p>  <p>Waterworks & Sewer System Rev Ref Bonds, New Series 2013</p> <p>Financial Advisor</p>	<p><i>\$9.467 Million</i></p> <p>City of Carrollton, Texas</p>  <p>General Obligation Improvement Bonds, Series 2013</p> <p>Financial Advisor</p>	<p><i>\$523 Million</i></p> <p>New York State Thruway Authority</p>  <p>State Personal Income Tax Revenue Bonds (Transportation), Series 2012A</p> <p>Financial Advisor</p>	<p><i>\$118.185 Million</i></p> <p>City of Brownsville, Texas</p>  <p>Utilities System Rev Ref Bonds, Series 2013A</p> <p>Financial Advisor</p>	<p><i>\$23.59 Million</i></p> <p>Grayson County, Texas</p>  <p>Pass-Through Toll Rev & Limited Tax Ref Bonds, Series 2013</p> <p>Financial Advisor</p>

Representative Recent Transactions: Underwriting

<p><i>\$31.610 Million</i></p> <p>Miami-Dade County, FL</p>  <p>Rickenbacker Causeway Toll Revenue Bonds, Series 2014</p> <p>Senior Underwriter</p>	<p><i>\$172.77 Million</i></p> <p>City of Hartford, Connecticut</p>  <p>General Obligation & Refunding Bonds, Series 2013A & B</p> <p>Underwriter</p>	<p><i>\$36.170 Million</i></p> <p>City of Orlando, FL</p>  <p>Wastewater System Refunding and Improvement Revenue Bonds, Series 2013</p> <p>Underwriter</p>	<p><i>\$223.580 Million</i></p> <p>Florida Department of Transportation</p>  <p>Turnpike Revenue Bonds, Series 2014</p> <p>Underwriter</p>	<p><i>\$43.040 Million</i></p> <p>City of West Palm Beach, FL</p>  <p>Utility System Revenue Refunding Bonds, Series 2012A</p> <p>Underwriter</p>
<p><i>\$220.520 Million</i></p> <p>State of Florida</p>  <p>State Board of Education Capital Outlay Refunding Bonds, 2014, Series C</p> <p>Underwriter</p>	<p><i>\$125 Million</i></p> <p>City of New York, New York</p>  <p>General Obligation Bonds, Fiscal 2013 Series A Taxable Bonds, Subseries A2</p> <p>Underwriter</p>	<p><i>\$14.55 Million</i></p> <p>City of Texarkana, Texas</p>  <p>General Obligation Refunding Bonds, Series 2013</p> <p>Senior Underwriter</p>	<p><i>\$15.21 Million</i></p> <p>China Spring Independent School District</p>  <p>U/L Tax School Building Bonds, Series 2013</p> <p>Senior Underwriter</p>	<p><i>\$537.21 Million</i></p> <p>Miami-Dade County</p>  <p>Transit System Sales Surtax Revenue Bonds, Series 2012</p> <p>Senior Underwriter</p>
<p><i>\$248.75 Million</i></p> <p>City of Chicago, Illinois</p>  <p>O'Hare Int'l Airport Customer Facility Charge Sr. Lien Rev Bds, Series 2013</p> <p>Co- Senior Underwriter</p>	<p><i>\$6.63 Million</i></p> <p>South Texas College District</p>  <p>Limited Tax Refunding Bonds, Series 2013</p> <p>Senior Underwriter</p>	<p><i>\$2.63 Billion</i></p> <p>State of California</p>  <p>Various Purpose General Obligation & Refunding Bonds</p> <p>Underwriter</p>	<p><i>\$382.65 Million</i></p> <p>Miami-Dade County, Florida</p>  <p>Seaport Revenue Bonds, Series 2013 A - D</p> <p>Senior Underwriter</p>	<p><i>\$604.11 Million</i></p> <p>State of Illinois</p>  <p>Build Illinois Bonds (Sales Tax Revenue) Jr. Obligation Series of June 2013</p> <p>Underwriter</p>

Experience

Public Private Partnership Finance

Estrada Hinojosa and its team of Investment Bankers have significant experience in the development, bidding, and financing of public private partnerships. The firm or its bankers have served both in Financial Advisory roles as well as in underwriting roles. Clients/Projects include:

Transportation

- ✓ North Tarrant Express Mobility Partners
- ✓ LBJ Infrastructure Group LLC
- ✓ Texas Department of Transportation
- ✓ J.D. Abrams, L.P.

Hotels

- ✓ City of Dallas
- ✓ City of San Antonio

Energy

- ✓ Duke Energy Hidalgo, LP

Stadiums

- ✓ Dallas Cowboys Football Club

\$400 Million

NTE Mobility Partners



North Tarrant Express Managed Lanes Project

Underwriter

\$208 Million

**City of San Antonio
Grand Hyatt Convention Center
Hotel**



Financial Advisor

\$479.82 Million

**City of Dallas
Dallas Convention Center Hotel
Development Corporation**



Financial Advisor

\$259 Million

**New York City Industrial
Development Agency**



Pilot Revenue Bonds, Series 2009A (Yankee Stadium)

Co-Managing Underwriter

\$147.865 Million

City of Arlington, Texas



Dallas Cowboys Complex Admissions and Parking Taxes Revenue Bonds, Taxable Series 2006

Co-Senior Managing Underwriter

\$7.4 Billion

**Trans Texas Corridor
TTC IH35 Corridor
Master Financial Plan***




Financial Advisor

\$233 Million

**Camino Real
Pass Through Toll Agreement***



Underwriter

*Estrada Hinojosa employees served as lead bankers on these transactions.

Taxable Bond Experience

The firm has taken an active role in underwriting and advising on taxable municipal bond issues, both on private activity bonds and more recently, Build America Bonds. Estrada Hinojosa has served as an underwriter on **156** taxable bond financings totaling over **\$28.9 billion** in par amount, and has served as an financial advisor to **91** taxable financings totaling over **\$9 billion** in par amount.

As Financial Advisor

- City of Dallas, Texas
- City of Houston, Texas
- Dallas Area Rapid Transit
- Dallas County Hospital District
- Dallas/Fort Worth International Airport
- City of Fort Worth, Texas
- Dallas Convention Center Hotel Development Corporation

<p><i>\$5.8 Million</i></p> <p>Town of Cutler Bay, Florida</p>  <p>Taxable Notes, Series 2012B</p> <p>Financial Advisor</p>	<p><i>\$119.87 Million</i></p> <p>Dallas Area Rapid Transit</p>  <p>Senior Lien Sales Tax Revenue Bonds, Taxable Series 2012A</p> <p>Financial Advisor</p>
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As Underwriter

- North Texas Tollway Authority
- Texas Water Development Board
- The University of North Texas System
- Metropolitan Washington Airports Authority
- Texas Transportation Commission
- City of Austin, Texas
- State of Connecticut

<p><i>\$425.04 Million</i></p> <p>State of Illinois</p>  <p>Build Illinois Bonds (Sales Tax Revenue Bonds), Taxable Series of May 2012</p> <p>Underwriter</p>	<p><i>\$96.02 Million</i></p> <p>Harris County, Texas</p>  <p>U/L Tax Road Ref Bds, 2012B Permanent Improvement Ref Bds, 2012B</p> <p>Underwriter</p>
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State Agencies Experience

The firm has assisted numerous state agencies in the capacity of financial advisor and/or underwriter. These state agencies include housing development authorities, public finance authorities, public works boards, treasury departments, turnpike authorities, and water development boards, among others.

As Financial Advisor

- Texas Agricultural Finance Authority
- Texas Public Finance Authority
- Texas State Technical College System
- Texas State Treasury Department

As Underwriter

- California Department of Veterans Affairs
- Illinois Housing Development Authority
- Illinois State Toll Highway Authority
- State of California
- State of Connecticut
- State of Illinois
- State Public Works Board of the State of California
- Texas Department of Housing and Community Affairs
- Texas National Research Laboratory Commission Financing Corporation
- Texas Public Finance Authority
- Texas State Affordable Housing Corporation
- Texas Transportation Commission
- Texas Veterans Land Board
- Texas Water Development Board

\$810.33 Million

Texas Transportation Commission



Central TX Turnpike System 1st
Tier Rev Ref Bonds, Series 2012A
& 2012-1
Financial Advisor

\$1.797 Billion

State of Illinois



General Obligation Refunding
Bonds, Series of May 2012
Underwriter

\$2.32 Billion

State of California



Various Purpose General
Obligation Bonds
Underwriter

Florida Experience

Estrada Hinojosa has enhanced its commitment to issuers in Florida by establishing an office in Miami managed by Mrs. Lourdes R. Abadin, an investment banker with over 22 years of experience working in Florida. Since 1993, the Company has been involved in **188 Florida financings** as financial advisor or underwriter, representing **over \$25.37 billion** in bonds issued. Estrada Hinojosa’s staff of Public Finance and Sales professionals has extensive experience structuring, pricing, and marketing Florida financings.

<p>\$31.610 Million</p> <p>Miami-Dade County, FL</p>  <p>Rickenbacker Causeway Toll Revenue Bonds, Series 2014</p> <p>Senior Underwriter</p>	<p>\$4.450 Million</p> <p>Village of Key Biscayne, Florida</p>  <p>Stormwater Utility Revenue Refunding Bonds, Series 2013</p> <p>Financial Advisor</p>	<p>\$537.21 Million</p> <p>Miami-Dade County, Florida</p>  <p>Transit System Sales Surtax Revenue Bonds, Series 2012</p> <p>Co-Manager Underwriter</p>	<p>\$36.170 Million</p> <p>City of Orlando, Florida</p>  <p>Wastewater System Refunding and Improvement Revenue Bonds, Series 2013</p> <p>Underwriter</p>	<p>\$7.330 Million</p> <p>Town of Miami Lakes, Florida</p>  <p>Special Obligation Bonds, Federally Taxable (Government Center Project), (Build America Bonds- Direct Payment), Series 2010</p> <p>Financial Advisor</p>
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ESTRADA HINOJOSA FLORIDA CLIENTS	
<p><i>Alachua County</i></p> <p><i>City of Cape Coral</i></p> <p><i>Town of Cutler Bay (Financial Advisor)</i></p> <p><i>City of Jacksonville</i></p> <p><i>City of Sweetwater (Financial Advisor)</i></p> <p><i>City of Miami Beach</i></p> <p><i>Town of Miami Lakes (Financial Advisor)</i></p> <p><i>City of North Bay Village (Financial Advisor)</i></p> <p><i>City of Orlando</i></p> <p><i>City of West Palm Beach</i></p> <p><i>Florida Department of Environmental Protection</i></p> <p><i>Florida Municipal Power Agency</i></p> <p><i>Greater Orlando Aviation Authority</i></p> <p><i>Miami-Dade County</i></p> <p><i>Miami-Dade County Seaport</i></p>	<p><i>Miami-Dade County Water & Sewer Department</i></p> <p><i>Miami-Dade County Educational Facilities Authority</i></p> <p><i>Miami-Dade County, Miami International Airport</i></p> <p><i>Miami-Dade County Industrial Development Authority</i></p> <p><i>Miami Sports & Exhibition Authority</i></p> <p><i>Miami-Dade Expressway Authority</i></p> <p><i>Orlando Utilities Commission</i></p> <p><i>Palm Beach County</i></p> <p><i>School Board of Miami-Dade County</i></p> <p><i>South Broward Hospital District</i></p> <p><i>South Florida Water Management District</i></p> <p><i>State of Florida</i></p> <p><i>Town of Medley (Financial Advisor)</i></p> <p><i>Village of Key Biscayne (Financial Advisor)</i></p>

Counties Experience

A fundamental focus of the Firm’s business is serving counties. The Firm has served a diverse number of counties across the nation, who face differing challenges and finance issues from state to state. The Firm’s senior bankers have extensive experience as lead bankers to numerous county accounts. We have served as a financial advisor to **174** county transactions totaling **\$3.6 billion** in par amount, and as an underwriter on **320** county transactions totaling over **\$23.4 billion** in par amount.

As Financial Advisor

- Bexar County, Texas
- Brazoria County, Texas
- Cameron County, Texas
- El Paso County, Texas
- Gila County, Arizona
- Grayson County, Texas
- Jim Wells County, Texas
- La Salle County, Texas
- Hidalgo County, Texas
- Maverick County, Texas
- Nueces County, Texas
- Santa Cruz County, Arizona
- Webb County, Texas
- Willacy County, Texas
- Zavala County, Texas

\$18 Million

Webb County, Texas



Certificates of Obligation, Series 2013

Financial Advisor

\$23.59 Million

Grayson County, Texas



Pass-Through Toll Rev & Limited Tax Ref Bonds, Series 2013

Financial Advisor

As Underwriter

- Miami-Dade County, Florida
- Clark County, Nevada
- Dallas County, Texas
- DeKalb County, Wisconsin
- Denton County, Texas
- Grayson County, Texas
- Harris County, Texas
- Johnson County, Texas
- Los Angeles County, California
- Prince George’s Co, Maryland
- San Diego County, California
- Tarrant County, Texas
- Travis County, Texas
- Williamson County, Texas

\$382.65 Million

Miami-Dade County, Florida



Seaport Revenue Bonds, Series 2013A-D

Underwriter

\$115.04 Million

Bexar County, Texas



Combination Tax & Rev C/O, Series 2013A

Underwriter

Cities Experience

A fundamental focus of the Firm’s business is serving cities. The Firm has assisted some of the largest cities and counties in the nation, as well as small cities and counties throughout Texas along the United States-Mexico border. Overall, the Firm has served on **656** City Financial Advisory Transactions totaling over **\$40.8 billion** and **682** City Underwritings totaling over **\$28.5 billion** in par amount. The Firm understands the complicated political, legal, and financial issues faced by cities.

As Financial Advisor

- Town of Miami Lakes, Florida
- Village of Key Biscayne, Florida
- City of Sweetwater, Florida
- Town of Cutler Bay, Florida
- Town of Medley, Florida
- City of North Bay Village, Florida
- City of Dallas, Texas
- City of Douglas, Arizona
- City of Eagle Pass, Texas
- City of Fort Worth, Texas
- City of Laredo, Texas
- City of National City, California
- City of Raymondville, Texas
- City of Rio Grande City, Texas
- City of San Antonio, Texas

\$5.8 Million

Town of Medley, Florida



Capital Improvement Revenue
Notes, Series 2014

Financial Advisor

\$4.575 Million

Village of Key Biscayne, Florida



School Improvement Revenue
Bonds, Series 2014

Financial Advisor

As Underwriter

- City of Atlanta, Georgia
- City of Austin, Texas
- City of Chicago, Illinois
- City of Dallas, Texas
- City of Fort Worth, Texas
- City of Houston, Texas
- City of Irving, Texas
- City of Las Cruces, New Mexico
- City of Lubbock, Texas
- City of New Orleans, Louisiana
- City of Phoenix, Arizona
- City of San Diego, California
- City of West Palm Beach, Florida

\$143.77 Million

City of Austin, Texas



Rental Car Special Facility
Revenue Bonds, Tax Series 2013

Underwriter

\$172.77 Million

City of Hartford, Connecticut



General Obligation & Refunding
Bonds, Series 2013A & B

Underwriter

Water and Sewer Experience (Underwriting)

Estrada Hinojosa has served as an underwriter on **312** water and sewer financings totaling **\$23.07 billion** in par value. Additionally, Estrada Hinojosa served as co-senior manager on financings totaling over **\$1.8 billion** and as senior manager on **57** transactions totaling over **\$641.8 million**. Our client list for water and sewer financings includes the following issuers:

- City of Austin, Texas Water & Wastewater System
- City of Dallas Water Utilities Department Commercial Paper Program
- City of Cape Coral, Florida Water Reclamation Division
- City of Galveston, Texas Department of Public Works
- City of Garland, Texas Garland Water Utilities
- City of Killeen, Texas Department of Public Works Water & Sewer Department
- City of Lancaster, Texas Department of Water & Wastewater
- City of San Marcos, Texas Department of Water & Wastewater
- City of Weslaco, Texas Water Department
- El Centro Financing Authority (CA) Department of Public Works
- Los Angeles, California Department of Water & Power
- Metropolitan Water District of Southern California
- Miami – Dade County, Florida Water & Sewer Department
- Orlando Utilities Commission
- South Florida Water Management District
- California Public Utilities Commission
- Tarrant County, Texas Regional Water District
- Texas Water Development Board
- Trinity River Authority of Texas
- City of West Palm Beach, Florida Department of Public Works

Midland County Freshwater Supply District No. 1
Bond Buyer SW Region Deal of the Year



Rev Ref Bonds, Series 2012
 Revenue Notes, Series 2012A

Senior Underwriter

\$19.89 Million

City of Beaumont Water Utilities Division
 RICH WITH OPPORTUNITY
BEAUMONT
 T • E • X • A • S



Waterworks & Sewer System
 Revenue Bonds, Series 2012

Senior Underwriter

\$336.82 Million

City of Austin, Texas



Water & Wastewater System Rev
 Ref Bonds, Series 2012

Underwriter

Water and Sewer Experience (Financial Advisor)

Estrada Hinojosa has advised on **183** water and sewer financings, totaling over **\$14.3 billion** in par amount. The Firm has extensive experience with Texas Water Development Board financings. The firm was successful in developing the FIRST funded Economically Distressed Areas Program ("EDAP") project in May of 1992 for the City of Eagle Pass, Texas.

- Brownsville Public Utilities Board
- City of Dallas, Texas Water Utilities Department
- City of Eagle Pass, Texas Waterworks System
- City of Fort Worth, Texas Water Department
- City of Laredo, Texas Water Department
- City of North Bay Village, Florida Department of Public Works
- City of San Antonio, TX Water System
- Laguna Madre Water District
- Southmost Regional Water Authority
- Webb County, Texas Water Utility
- Zapata County, Texas County Water Works

\$366.14 Million

City of Dallas Water Department



Waterworks and Sewer System
Revenue Refunding Bonds, Series
2012A & 2012B

Financial Advisor

\$46.235 Million

City of Laredo Utilities Department



Water & Sewer System Revenue
Bonds, New Series 2012

Financial Advisor

\$163.44 Million

City of Fort Worth Water Department



Waterworks & Sewer System
Revenue Refunding Bonds, Series
2012

Financial Advisor

\$16.64 Million

City of Arlington Water Department



Water and Wastewater System
Revenue Bonds, Series 2012

Financial Advisor

Electric/Power Experience

Estrada Hinojosa has served as a managing underwriter on **19** electric/power utility financings totaling **\$3.9 billion** in par value. During this period, the firm has served as a managing underwriter for electric/power clients in California, Florida, and Texas on financings ranging from \$2.2 million to over \$1.6 billion in par value. Furthermore, Estrada Hinojosa also serves in a financial advisory capacity for electric and power utilities. We have served as a Financial Advisor on **37** Electricity transactions totaling over **\$11.48 billion** in par amount.

As Underwriter

- Austin Energy
- City of Garland Texas
- City of West Palm Beach Utility System
- State of California Department of Water Resources
- Miami-Dade County Utility System
- Orlando Utilities Commission

\$20.83 Million

City of Garland, Texas



Electric Utility System Revenue Refunding Bonds, Series 2011A

Underwriter

\$9.36 Million

City of Seattle, Washington



Municipal Light & Power Refunding Revenue Bonds, Series 2012B

Underwriter

As Financial Advisor

- Brownsville Public Utilities Board
- Calpine Hidalgo Energy Center
- CPS Energy - San Antonio, Texas

\$77.805 Million

City of Brownsville Public Utilities Board



Utilities System Revenue Refunding Bonds, Series 2008

Financial Advisor

\$521 Million

CPS Energy



Electric and Gas Systems Revenue Bonds, Taxable New Series 2012

Financial Advisor

Pension Obligation Bond Experience

Estrada Hinojosa has served as an underwriter or financial advisor on **9** pension bond financings totaling over **\$2.6 billion** in par amount.

<p><i>\$3.466 Billion</i></p> <p>State Of Illinois</p>  <p>General Obligation Bonds, Taxable Series of January 2010 (Pension Funding) Underwriter</p>	<p><i>\$402.82 Million</i></p> <p>City of Houston, Texas</p>  <p>Taxable Pension Obligation Bonds, Series 2008A&B Financial Advisor</p>	<p><i>\$53.05 Million</i></p> <p>City of Miami Beach, Florida</p>  <p>Taxable Special Obligations Refunding Bonds, Series 2005 (Pension Funding Project) Senior Underwriter</p>	<p><i>\$1.936 Billion</i></p> <p>Chicago Transit Authority</p>  <p>Sales and Transfer Tax Receipts Revenue Bonds, Taxable Series 2008A&B Underwriter</p>
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As Financial Advisor

- City of Dallas, Texas
- City of Houston, Texas

As Underwriter

- Chicago Transit Authority
- City of Miami Beach, Florida
- Denver, Colorado School District No. 1

Airport Experience

Estrada Hinojosa is a leader in airport finance. We have served as Financial Advisor for two of the nation’s largest airports- Dallas/Fort Worth International Airport and Denver International Airport. We have served as a financial advisor on **112** airport/aviation financings totaling over **\$14.01 billion** in par value. Furthermore, we gave significant experience in underwriting airport transactions and have served as a senior or co-senior manager on airport financing totaling **\$4.7 billion** in par amount. The Firm has served as a managing underwriter on **113** airport/aviation financings totaling **\$20.61 billion** in par value.

As Underwriter

- Miami International Airport
- Alliance Airport, Ft. Worth, Texas
- City of Atlanta, Georgia International Airport
- El Paso International Airport
- Phoenix Sky Harbor International Airport
- Orlando International Airport

\$719.92 Million

City & County of Denver



Airport System Sub Revenue Bonds, Series 2013A & B

Underwriter

\$248.75 Million

Chicago O'Hare International Airport



Customer Facility Charge Sr. Lien Revenue Bonds, Series 2013

Underwriter

As Financial Advisor

- Brownsville-South Padre Island International Airport
- City of Dallas Airport (Love Field)
- Dallas/Fort Worth International Airport
- Denver International Airport
- Houston-Bush Intercontinental Airport
- Laredo International Airport
- San Antonio International Airport

\$146.26 Million

Love Field Airport Modernization Corporation



Special Facilities Revenue Bonds, Series 2012

Financial Advisor

\$450 Million

Dallas/Fort Worth International Airport



Joint Revenue Improvement Bonds, Series 2013B

Financial Advisor

Convention Center Hotel Experience

The firm has assisted several of its clients develop and finance the construction of Convention Centers and Convention Center Hotels. Recently the firm worked closely with the cities of San Antonio and Dallas in financing their convention center headquarters hotels, and has served in an underwriting capacity to the cities of Houston and Austin as an underwriter for their hotel an convention center complex projects.

As Financial Advisor

- ✓ City of Dallas Convention Center Hotel
- ✓ City of San Antonio Convention Center Hotel

As Underwriter

- ✓ City of Austin, Texas Convention Center Complex
- ✓ City of Houston Convention Center Hotel

\$550.37 Million

**City of San Antonio
Grand Hyatt Convention Center
Hotel**



Financial Advisor

\$488.920 Million

**City of Dallas Convention Center
Headquarters Hotel**



Financial Advisor

\$275 Million

Hilton Americas-Houston Hotel



Co-Managing Underwriter

\$20.185 Million

**Austin Hilton-Convention Center
Complex**



Senior Managing Underwriter

Higher Education Experience

Estrada Hinojosa has had the privilege of serving higher education clients. As a Financial Advisor, we have served on **35** transactions totaling over **\$1.2 billion** in par amount, and as an Underwriter, we have served on **201** transactions totaling over **\$17.1 billion** in par amount.

As Financial Advisor

- Alvin Community College District
- Brazosport College District
- Dallas County Community College District
- Del Mar College District
- El Paso County Community College District

\$8.69 Million

Alvin Community College District



Limited Tax Refunding Bonds,
Series 2012

Financial Advisor

\$10 Million

Southwest Texas Junior College District



Maintenance Tax Notes, Ser 2012
Comb Fee Rev Bonds, Series 2012

Financial Advisor

\$102.42 Million

University of Houston



Consolidated Revenue &
Refunding Bonds, Series 2013B

Underwriter

\$40.96 Million

Texas A&M University



Revenue Financing System Bonds,
Series 2013A

Underwriter

As Underwriter

- Alamo Community College District
- Collin County Community College District
- Corpus Christi Junior College District
- Dallas County Community College District
- Houston Community College System
- Laredo Community College District
- Stephen F. Austin State University
- Tarrant County College District
- Texas A&M University System
- Texas State University System
- Texas Tech University System
- Texas Woman's University
- The University of Arizona
- The University of California
- The University of Houston System
- The University of North Texas System
- The University of Texas System

Housing Finance Corporation Experience

The Company has been privileged to assist issuers with government guaranteed participation certificates, home purchase revenue bonds, multifamily mortgage revenue bonds, single family mortgage revenue bonds, and veterans' housing programs. Our experience in housing totals to **98** transactions, totaling over **\$3.9 billion** in par value.

As Financial Advisor

- El Paso County Housing Finance Corporation
- Housing Authority of Gainesville, TX
- Housing Authority of The City of El Paso, TX
- Nueces County Housing Finance Corporation
- Winter Garden Housing Finance Corporation

As Underwriter

- City of Dallas Housing Finance Corporation
- El Paso Housing Finance Corporation
- Fort Worth Housing Finance Corporation
- Houston Housing Finance Corporation
- Illinois Housing Development Authority
- Phoenix Housing Finance Corporation
- Texas Department of Housing and Community Affairs
- Texas State University System
- United States Department of Housing and Urban Development

\$50 Million

State of Texas



Veterans' Housing Assistant
Program Fund II Series 2009A
(GO Bonds)
Underwriter

\$489.725 Million

**U.S. Department of Housing and
Urban Development**



Section 108 Government
Guaranteed Participation
Certificates, Series HUD 2008A
Underwriter

\$50 Million

State of Texas



(General Obligation Bonds)
Veterans Housing Assistance
Program, Fund II Series 2008A
Bonds
Underwriter

School District Experience

The Firm is intricately involved in school financings. Our professionals stay abreast of current legislation and issues relating to state and local funding of school districts. Our school district clients include issuers in the states of Arizona, California, and Texas. The Firm has served as financial advisor on **235** School District transactions totaling over **\$7.25 billion** in par, and as an underwriter on **514** transactions totaling over **\$22.02 billion** par.

As Financial Advisor

- Brooks County ISD
- Brownsville ISD
- Chandler, Arizona ISD
- Cotulla Consolidated ISD
- Crystal City ISD
- Dallas ISD
- Houston ISD
- Kingsville ISD
- Laredo ISD
- Progreso ISD
- San Antonio ISD
- San Benito C ISD
- San Diego ISD
- San Perlita ISD
- Santa Maria ISD
- South Texas ISD
- United ISD
- Ysleta ISD

\$9.57 Million

El Paso Independent School District



Unlimited Tax Refunding Bonds,
Taxable Series 2013-A

Senior Underwriter

\$19.635 Million

United Independent School District



Unlimited Tax Refunding Bonds,
Series 2013

Financial Advisor

As Underwriter

- Arlington ISD
- Corpus Christi ISD
- Dallas ISD
- Denver School Facilities Leasing Corporation, Colorado
- Edinburg CISD
- Fort Worth ISD
- Frisco ISD
- Laredo ISD
- Los Angeles USD, California
- Midland ISD
- Mission CISD
- Robstown ISD
- Round Rock ISD
- San Benito CISD
- San Diego, California USD
- South San Antonio ISD
- The School Board of Miami-Dade County, Florida
- United ISD
- Victoria ISD
- Ysleta ISD

\$147.13 Million

Houston Independent School District



Variable Rate Limited Tax
Schoolhouse Bonds, Series 2013B

Underwriter

\$37.61 Million

Sherman Independent School District



U/L Tax Refunding Bonds,
Series 2013

Underwriter

Sports, Convention & Entertainment Venue Experience

Estrada Hinojosa has valuable experience as both an underwriter and financial advisor to sports venues of various sizes. The Company has assisted such issuers as the Houston Sports Authority and the Cities of Laredo, Dallas and the Dallas Cowboys Football Club. Current and past clients include:

As Financial Advisor

- City of Allen – Events Center
- City of Dallas – Convention Center
- City of Laredo, Texas (Laredo Entertainment Center)
- City of San Antonio – Henry B. Gonzalez Convention Center
- Harris County Houston Sports Authority
 - Minute Maid Park (Houston Astros)
 - Reliant Stadium (Houston Texans)
 - Toyota Center

As Underwriter

- City of Arlington – Cowboy Stadium
- Bexar County, Texas (AT&T Center)
- Dallas Cowboys Football Club
- City of Irving – Convention Center
- City of Irving – Las Colinas Entertainment Center
- New York City Industrial Development Agency (Yankee Stadium)

\$147.865 Million

City of Arlington, Texas



Dallas Cowboys Complex Admissions and
Parking Taxes Revenue Bonds, Taxable
Series 2006

Co-Senior Managing Underwriter

\$259 Million

**New York City Industrial Development
Agency**



Pilot Revenue Bonds, Series 2009A
(Yankee Stadium)

Co-Managing Underwriter

Toll Road Experience

Over the past five years, Estrada Hinojosa has served as a managing underwriter on **67** toll road and tollway financings totaling **\$21 billion** in par value. Clients served have included the following issuers of toll revenue bonds:

- Brazoria County Toll Road Authority
- Central Texas Turnpike System
- Harris County Toll Road Authority
- Illinois State Toll Highway Authority
- Metropolitan Transportation Authority
- Miami-Dade County Expressway Authority
- North Texas Tollway Authority
- North Texas Tollway Authority
- Texas Turnpike Authority

Regional Mobility Authorities

- Alamo Regional Mobility Authority
- Cameron County Regional Mobility Authority
- Central Texas Regional Mobility Authority
- Grayson County Regional Mobility Authority
- North East Texas Regional Mobility Authority

<p>\$243.2 Million</p> <p>Miami-Dade County Expressway Authority</p>  <p>Toll System Refunding & Revenue Bonds, Series 2004A&B Underwriter</p>	<p>\$5.2 Billion</p> <p>North Texas Tollway Authority</p>  <p>First & Second Tier Revenue Bonds, Series 2008A-L Co-Managing Underwriter</p>
<p>\$500 Million</p> <p>Metropolitan Transportation Authority</p>  <p>Transportation Revenue Bonds, Series 2014B Co-Managing Underwriter</p>	<p>\$94.879 Million</p> <p>Central Texas Regional Mobility Authority</p>  <p>Senior Lien Revenue Bonds, Series 2010 Co-Managing Underwriter</p>
<p>\$279.3 Million</p> <p>Illinois State Toll Highway Authority</p>  <p>Toll Highway Senior Ref. Rev. Bonds, 2010 Series A-1 Underwriter</p>	<p>\$1.149 Billion</p> <p>Central Texas Turnpike System</p>  <p>First Tier Revenue Bonds, Series 2002-A Underwriter</p>

Transit and Transportation Related Clients

As financial advisor and/or underwriter, Estrada Hinojosa has vast experience with transit or transportation-related entities. Our clients include:

As Financial Advisor

- Bexar County Rural Rail Transportation District
- VIA Metropolitan Transit
- Dallas Area Rapid Transit
- Denton County Toll Authority
- Nueces County Road Rail Transportation District
- Port of Brownsville

As Underwriter

- Port of Beaumont Navigation District
- Port of Corpus Christi Authority
- Port of Houston Authority of Harris County
- Port of Port Arthur
- Texas Transportation Commission
- Chicago Transit Authority
- Metropolitan Transit Authority of Harris County

\$217.26 Million

Miami-Dade County, Florida



Transit System Sales Surtax Revenue Bonds, Series 2010A & Taxable Series 2010B

Underwriter

\$824.625 Million

Dallas Area Rapid Transit



Senior Lien Sales Tax Revenue Bonds, Series 2010A & Taxable Series 2010B

Financial Advisor

\$1.5 Billion

Texas Transportation Commission



State Highway Fund First Tier Revenue Bonds, Taxable Series 2010

Underwriter

\$76.075 Million

State of Wisconsin



Transportation Revenue Bonds, 2010 Series A

Underwriter

\$400 Million

NTE Mobility Partners



North Tarrant Express Managed Lanes Project

Underwriter

\$42.78 Million

Metropolitan Transit Authority of Harris County



Transit System Sales Surtax Revenue Bonds, Series 2009A

Underwriter

We are a leader in Transportation Innovative Finance...

- Involved in over \$21 Billion of Toll Revenue financings represented by 79 transactions
- Estrada Hinojosa has been involved in Toll Revenue Financings for the following entities:

*Central Texas Regional Mobility Authority (TIFIA)
Laredo, Texas (International Toll Bridge) (Sec. 129 Loan)
North Texas Tollway Authority (Sec. 129 Loan)
TTA Central Texas Turnpike System (TIFIA)*

Texas Private Activity Bond Surface Transportation Corporation Series 2009 & 2010

*San Marcos, Texas (Wonder World Drive)
Grayson County, Texas (SH 289, SH 56, FM 996)
Williamson County, Texas (US 79)*

*Cintra-Zachry TTC IH35 Corridor
Cintra-Meridiam NTE Managed Toll Lanes
Cintra-Meridian LBJ Express Toll Lanes*

*Brazoria County (SIB)
Hidalgo County (SIB)*

*Illinois Tollway Authority
MWAA Dulles Toll Road
Miami-Dade County Expressway Authority*

*Cameron County, Texas (International Toll Bridge)
Laredo, Texas (International Toll Bridge)
Pharr, Texas (International Toll Bridge)
Harris County Toll Road Authority*

Experience Includes Innovative Financing Tools

TIFIA

Private Activity Bonds

Pass-Through Tolls

Comprehensive Development Agreement

State Infrastructure Bank Loans

Non-Texas Toll Financings

Other Toll Financings

Estrada Hinojosa Client Issuers/Borrowers Receive:



Capable, Stable and Reliable Firm

- A top ranked, full service municipal finance firm
- A firm that is registered and in good standing with all applicable regulatory agencies
- Focused attention from all professionals assigned to the client
- Services by some of the most experienced and talented professionals in the business
- Technical skills and capabilities that are among the most advanced in the industry
- An active municipal sales and trading desk
- Well capitalized firm with ample cash reserves and no corporate debt

Disclaimer

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May 8, 2015

Heidi Siegel
Village Manager
Village of Biscayne Park
640 NE 114th Street
Biscayne Park, FL 33161

Dear Ms. Siegel:

We want to thank you for the opportunity to meet with you to discuss the opportunity to provide services to the Village of Biscayne Park. It is refreshing to see a Leader be accountable and committed to addressing complex issues/deficiencies strategically and purposefully. The attached scope of services should address those concerns as well as many of the points we discussed last week.

We look forward to a having a great working relationship and assisting you and your team "Achieve" success.

Sincerely,

Larry Spring

Larry Spring
Managing Director
Achievement Consulting Services



ACHIEVEMENT CONSULTING SERVICES PROPOSAL FOR VILLAGE OF BISCAayne PARK

Overview

Achievement Consulting Services (“ACS”) is pleased to submit this proposal for services to support the Village of Biscayne Park efforts to re-assessment the City’s oversight over finance operations. We believe that ACS’s methodical approach is the solution that will not only meet the City’s objectives but will add value that will continue to pay dividends.

Our Proposal

Phase I – Assessment

ACS will undertake an assessment process that will included the following scope:

1. Review and document current business processes and practices in the Finance Department with primary focus on procure to payment, cash reconciliations, month-end/year-end closing, payroll, accrual estimating, and financial/regulatory reporting.
2. Collect and review of all written policies, administrative rules, SOPs, etc., currently in effect within the Finance Department
3. Review of all recent audit reports which identified findings related to the Finance Department’s operations, payroll, staffing, systems, internal control, and/or regulatory compliance deficiencies.
4. Interview all Finance staff

The results of data collected and documented will be assessed against industry best practices, state, local and federal laws, GASB and GAAP requirements and guidance. ACS will issue a report of recommendations which will identifying critical areas of improvement with a primary focus on operational and financial controls, and regulatory compliance.

We would like to immediately commence on portions of Phase I. We expect to complete the assessment phase in 30-45 days.



Phase II – Implementation and On-Going Oversight

ACS will implement the recommendations as part of the second phase of the engagement. The scope will include:

1. Work with Finance Manager and Village Manager to develop an implementation plan with deliverables and time lines
2. Assist Finance Manager with drafting and implementing new and modification to existing policies, procedures, rules, and reports (including but not limited to format and content)
3. Perform a quarterly review of the financial reports and supporting schedules, reconciliations, and analytical documents (prepared by Village staff) and present a report to the Village Manager and Village Council.

Resources

The key resources that will lead this engagement include:

Mr. Larry Spring, Managing Director of ACS.

Mr. Spring brings a wealth of experience having worked a decade in the private sector commercial banking industry and nearly another decade in government sector finance. Prior to founding ACS, Mr. Spring served as Chief Financial Officer of the City of Miami. In that role he focused his attention on identifying opportunities to better leverage value out of City owned assets and ensuring that the City was positioned to remain fiscally sound in a down economy. During his tenure he established the first multi-year strategic plan utilizing the Balanced Scorecard methodology, led the issuance over \$500 million in municipal bonds, structured and negotiated several public private partnerships, led the creation of Miami's CDE (necessary to qualify for New Market Tax Credit allocations) and managed the process to expand the boundaries and extend the lives of the Omni and Southeast Overtown/Park West Community Redevelopment Agencies. Before transitioning to government, Mr. Spring had a successful career in the commercial banking industry, serving in many capacities including internal audit, financial reporting, budget and accounting, treasury and investment portfolio management. Mr. Spring is also a licensed CPA.



Pricing

Given the nature of this engagement ACS would like to propose a split flat fee pricing structure.

Phase I – \$2,000 Flat Fee

Phase II – \$1,500 Quarterly Fee

Conclusion

We look forward to working with Village of Biscayne Park and supporting your efforts to serve your constituency and improving the quality of life in your City. We are confident that we can meet and exceed your expectations, and stand ready to partner with you in delivering an effective solution. If you have questions on this proposal, feel free to contact me at your convenience by email at lspring@achievementconsultingservices.com or by phone at (786) 256-1459. Given the urgency of the situation we are prepared to start immediately.



May 6, 2015

Heidi Siegal
Village Manager
Village of Biscayne Park
640 NE 114th Street
Biscayne Park, Florida 33161

Re: Proposal for Quarterly Accounting Review

Ms. Siegal:

GLSC & Company, PLLC ("GLSC") appreciates the opportunity to provide the Village of Biscayne Park ("Village") a proposal to review its accounting system on a quarterly basis. As part of the quarterly accounting review, we will review the reconciliation of all the bank accounts, including the payroll accounts and any other bank account of the Village. In addition, we will review the reconciliation on a quarterly basis of any account with significant transactions that requires special attention and control to help management and the Village Commission (the "Commission") maintain oversight of the operations of the Village. This will include the following accounts: account receivables, accounts payable, property and equipment, schedule of compensated absences, long term debt, due to/due from, deposits and any other account as needed. The reconciliations and all adjusting journal entries will be prepared and entered by Village Staff.

The costs for these services will be at our standard hourly rate. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to the engagement. Our standard hourly rates range from \$120 for Senior Accountants to \$230 for Partners. We estimate the fee for the services described above will be between \$1,500 and \$2,000 per quarter based on an estimate of 8 to 16 hours.

We appreciate the opportunity to be of continued service to the Village and believe this letter summarizes the significant terms of our proposal. Please do not hesitate to contact us with any questions regarding this proposal.

Yours very truly,

GLSC & Company, PLLC

Pablo Llerena, CPA



Village of Biscayne Park

Commission Agenda Report

Village Commission Meeting Date: June 2, 2015

Subject: Chapter 5 Proposed Changes

The draft of the proposed changes to Chapter 5 are provided which include the changes approved by the Commission at the May 12th commission meeting:

5.6.1 (a) (2): Take out the five (5) year and ten (10) year limitations and work in the 50% substantial repair concept. *Existing non-conforming driveways permitted by the Village may remain unless a substantial portion, 50% or greater, requires repair, or an addition to the driveway occurs.*

5.6.8 (a): *All driveways shall be of approved materials except as otherwise provided below.*

On section **5.3 Rights-of-way**: Amend the language to state that the adjoining property owner is responsible for not only the maintenance of the trees, but also for the removal of dead, fallen or diseased trees.

NOTE: Code Review Board Proposed Language as of February 18, 2015 is underlined in black.

CHAPTER 5. TRANSPORTATION (As amended as of August 2014, update Nov 19, 2014)

5.1. General provisions.

5.1.1 *Purpose.* This chapter establishes minimum requirements applicable to the transportation system, including public and private streets, bikeways, pedestrian ways, parking, and access control from public streets. The standards in this chapter are intended to minimize the traffic impacts of development, and to assure that all developments adequately and safely provide for the storage and movement of vehicles with good engineering and development design practices.

5.1.2 *Compliance with technical construction standards manual.* All required elements of the transportation system shall be provided in compliance with the engineering design and construction standards of the Public Works Manual, ~~Metro~~ Miami-Dade County

5.1.3 *Definitions.* These definitions supplement Chapter 2 of these Code of Ordinances.

- (a) Front Yard -- the area on a property between the front lot line and the front of the building on the property.
- (b) Clear Trunk Height -- Clear trunk height (CT). The height of a tree measured from the ground to the bottom of the canopy.
- (c) Diameter Breast Height -- diameter of a tree trunk measured at four and one-half (4.5) feet above grade. In the case of multi-stemmed trees, the D.B.H. shall be measured at four and one-half (4.5) feet above grade on each stem and added together to count as one (1) tree.
- (d) Off-Street Parking – Parking that is confined to the area within the lot line of a property and does not include the public right-of-way or swale.
- (e) Mulch – Natural materials customarily used in landscape design to retard erosion, weed infestation, and retain moisture and for use in planting areas.
- (f) Right-of-Way – The area not contained within property lines and is for public use and is measured from lot line to lot line.
- (g) Sod – turf grass that is used to cover the ground.

NOTE: Code Review Board Proposed Language as of February 18, 2015 is underlined in black.

- (h) Street Frontage -- the part of the boundary of the lot next to a street
- (i) Swale -- the area between the pavement edge and the property line which includes the sidewalk adjacent and contiguous to the property lots. The swale is located within the right-of-way.

5.2. Streets.

5.2.1 *Street classification system established.* Streets in the village are classified and mapped according to function served in order to allow for regulation of access and appropriate design and construction standards. Streets dedicated to the village and private streets are classified in a street hierarchy system with design tailored to function. The street hierarchy system shall be defined by road function and average daily traffic (ADT), calculated by trip generation rates prepared by the Institute of Transportation Engineers. The following street hierarchy is established: Residential, collector, and arterial. Each street type is divided into subcategories.

5.2.2 *Residential streets (local roads).* Residential streets are primarily suited to providing direct access to residential development and are designed to minimize unnecessary and/or speeding traffic. Each residential street shall meet the minimum standards for one (1) of the following street types:

- (a) *Residential access street.* This is the lowest order street in the hierarchy. A residential access street is a frontage street which provides direct access to abutting properties and should not carry more traffic than is generated on the street itself. Residential access streets may take access from any higher order street type. Both ends of a residential loop street must take access from a single higher order street. Residential access streets shall have a maximum ADT of five hundred (500). Loop streets shall have a maximum of four hundred (400). Cul-de-sacs shall have a maximum ADT of two hundred (200).
- (b) *Residential subcollector street.* This is the middle order street in the residential street hierarchy. It will collect traffic from residential access streets and provide direct access to abutting properties. Residential subcollector streets may take access from any higher order street type and may give access to residential access streets and may provide direct access to nonresidential uses. Residential subcollector streets shall have a maximum ADT of one thousand (1,000).
- (c) *Residential collector street.* This is the highest order street that can be classified as residential. It will collect traffic from residential access and subcollector streets and may provide direct access to nonresidential uses. Residential collector streets shall have a maximum ADT of two thousand (2,000).

NOTE: Code Review Board Proposed Language as of February 18, 2015 is underlined in black.

5.2.3 *Collector roads (county collectors)*. Collector roads connect lower order streets to other collector streets and to arterial streets, provide access to nonresidential uses, and serve through traffic. Collector streets shall have an average daily traffic volume of no greater than seven thousand (7,000).

5.2.4 *Arterial roads (state minor arterials)*. There are three (3) types of arterial roads, minor, major, and freeways but there is only a minor type in the village. The minor arterial links community districts to regional and state highways and may give access to any lower order street type.

5.2.5 *Special purpose roadways*.

(a) *Alley*. Alleys are not considered part of the street hierarchy system as they are generally unpaved thoroughfares for the purpose of service to adjacent properties.

(b) *Divided streets*. Divided streets are for the purpose of protecting environmental features or avoiding excessive grading. In such a case, the standards shall be applied to the aggregate dimensions of the two (2) street segments.

5.2.6 *Future traffic circulation map*. The future traffic circulation map and any amendments thereto, adopted by the village as part of the comprehensive plan (Map 3.4), is hereby made a part of this code. Roadways within the village are either designated in the future traffic circulation map or may be classified according to function, design, and use by the village upon request. The map shall be the basis for all decisions regarding required road improvements or access.

5.3. Rights-of-way.

5.3.1 *Right-of-way widths*. The right-of-way shall be measured from lot line to lot line.

5.3.2 *Protection and use of rights-of-way*.

(a) No encroachment shall be permitted into existing rights-of-way, except for temporary use authorized by the village.

(b) Use of the right-of-way for public or private utilities, including, but not limited to, potable water, telephone wires, cable television wires, gas lines, sanitary sewer, or electricity transmission, shall be allowed subject to the placement specifications in the Public Works Manual, [MetroMiami-Dade County](#), and other applicable county regulations.

NOTE: Code Review Board Proposed Language as of February 18, 2015 is underlined in black.

(c) All vehicles of any type parked on any street, alley, or public right-of-way in the Village of Biscayne Park shall have at all times attached a current license plate.

(d) Sidewalks and bicycle ways shall be placed within the right-of-way.

5.3.3 *Parking of trucks, etc., prohibited in the right-of-way.*

(a) It shall be unlawful to park or cause to be parked upon any public street or in the public right-of-way in the village any truck, trailer, semitrailer, bus (public or private owned) except while loading or unloading or when such vehicle is parked in connection with and in the aid of the performance of a service to or on the property being serviced.

(b) Nothing herein contained shall be deemed to prohibit the parking of one (1) truck in front of any one property not exceeding three-fourths ton net weight that contains no lettering or advertising and is owned or leased by the occupant of the property, when it is proven to be physically impossible to park it off of the public right-of-way.

(c) It shall be unlawful to park or store any boat, boat trailer, air boat, any self-propelled or nonself-propelled mobile home, motor home or camper upon any public street or in the public right-of-way in the village.

Cross references: Truck overnight parking permit, § 16.11.

~~5.3.4 *Objects in the right-of-way.*~~

~~(a) *Markers.* Dome type markers only may be placed within dedicated right-of-way provided that they are placed not closer than eighteen (18) inches to the nearest edge of the paved surface of the designated roadway. All markers must be at least twenty-four (24) inches apart. Markers placed in the right of way shall not exceed twelve (12) inches in diameter nor be more than six (6) inches in height and shall be white in color.~~

~~(b) *Landscaping.* Nothing shall be planted or allowed to grow in such a manner so as to obstruct the right-of-way clear zone at a level between three (3) feet and six (6) feet above the grade, measured at the centerline of right-of-way. Trees or palms, however, having trunks and foliage trimmed in such a manner that no branches or foliage extend into the right-of-way area clear zone shall be allowed, provided they are so located so as not to create a traffic hazard.~~

~~(c) *Paving and drainage.* Pervious pavers shall be allowed but any impervious paving shall be adequately drained to prevent the buildup of stormwater in the right-of-way.~~

~~(d) *Other objects prohibited.* It shall be unlawful to install, place or maintain within the dedicated right-of-way, parkway or swale area of the village any pointed concrete or other unapproved hard materials such as rocks, stones, bricks, metal objects or other similar obstructions.~~

5.3.4 Landscaping and objects in the swale area of the right-of-way.

NOTE: Code Review Board Proposed Language as of February 18, 2015 is underlined in black.

(a) Use of the swale area of the right of way: The swale area of the Village's right-of-way is public property. All objects and landscaping, with the exception of mailboxes, shall be considered the property of the Village whether existing at the time of the enactment of this ordinance or thereafter. No object or landscaping shall be allowed in the swale, except as provided for in this section, with the exception of mailboxes. All other signage, including political signs, shall be consistent with Chapter 12 of these Code of Ordinances.

(b) Minimum standard: Sod coverage that is well maintained shall be provided in the swale unless other plant materials or approved driveway surfaces are installed in accordance with this section. The contiguous adjacent property owner is responsible for the maintenance of all permitted objects, landscaping and sod in the swale unless otherwise specified by these Code of Ordinances. The height of sod shall be consistent with Section 8.4 (Property Maintenance).

(c) Markers: Only dome type markers may be placed within the swale provided that they are placed not closer than eighteen (18) inches to the nearest edge of the paved surface of the designated roadway. All markers must be at least (24) inches apart. Markers placed in the swale shall not exceed twelve (12) inches in diameter nor be more than six (6) inches in height and shall be white in color.

(d) Mailboxes: May be located within the swale provided no part of the mailbox is closer than two (2) feet from the edge of the paved surface of the designated roadway. Non conforming mailboxes shall have one (1) year from date of enactment of this ordinance to come into compliance.

(e) Restrictions on the placement of landscaping in the swale: Landscaping in the swale adjacent to front lot lines and exterior side lot lines, as defined in Chapter 2 of these Code of Ordinances, shall conform to the following restrictions:

(i) Clear Zone: An area five (5) feet deep, parallel with and immediately adjacent to the edge of the paved road shall be maintained as a clear zone. All landscaping in the swale installed after the enactment of this ordinance must be located a minimum of five (5) feet from the edge of pavement of the nearest roadway. Any landscaping installed previous to the enactment of this ordinance within the clear zone must be removed once it dies or is damaged and cannot be replaced. If existing landscaping is deemed a safety hazard by the Village, it must be immediately removed—CAN'T READ—CUT OFF PAGE—. Sod is always a permitted material in the clear zone.

NOTE: Code Review Board Proposed Language as of February 18, 2015 is underlined in black.

(a) Approved Driveway Surface is also permitted within the clear zone in accordance with Section **5.6.8 of this Code of Ordinances**.

(a)(b) Clear Trunk Height: Plant materials of unlimited height shall be permitted such that they do **not** intrude in any way into the clear zone at a height lower than eight (8) feet. All landscape overhangs into the street are subject to applicable local, county and state laws.

(ii) *Installation of trees in the swale:* The installation of trees within the swale shall require a permit from the Village. A dimensional plan and indication of the proposed species, grade and size of the proposed tree(s) shall be submitted. Trees installed in the public right-of-way without a permit shall be subject to immediate removal after a thirty (30) day written notice to the property owner. Permits shall not be issued for trees within the clear zone.

(iii) *Mulch in the swale:* Only natural materials with the exception of cypress mulch and mulch with chemical compounds shall be permitted in the swale. **THIS NEEDS TO BE CLARIFIED. NOT SURE WHAT IS EXCLUDED/INCLUDED BY THIS SECTION.**

(f) A combination of paving and sodding of rights-of-way shall be permitted provided the impervious section does not exceed forty (40) percent of the total area and such paved areas shall be kept **on in** good condition.

(g) *Removal of obstructions by the Village:* In the event any object or tree placed in the swale creates an emergency situation involving potential danger to the health, safety, and welfare of the community, the Village may perform removal operations immediately, thus eliminating the emergency, and may assess the cost of such removal against **the adjacent property owner**.

(h) *Removal of trees in the swale by the abutting property owner:* Property owners must obtain a permit from **the Village Biscayne Park** and Miami-Dade County to remove trees in the swale.

(i) *Property owner's responsibilities for maintenance:* The property owner or resident living in the property shall be jointly and severally responsible for the maintenance of the Swale area contiguous to their property. Maintenance shall include but not be limited to mowing the sod and performing general edging, weeding, trimming, pruning and cleanup activities. The landscaping and sod shall be maintained in good plant health.

NOTE: Code Review Board Proposed Language as of February 18, 2015 is underlined in black.

The landscaping shall be kept free of dead limbs and branches. No Swale landscaping shall be maintained in such manner as to constitute a nuisance.

1. ~~Property owners shall be responsible for the removal of dead and diseased trees, with the exception of dead and diseased trees that are sixty (60) inches or more in diameter breast height (DBH) there will be a 50%/50% share between the Village and property owner for the cost of removal, depending on the availability of budgeted Village funds. Any permitted tree planted by the property owner after the enactment of this ordinance shall be the full responsibility of the property owner. If a tree is on both the swale and the property, there is no share with the Village. Property owners shall be responsible for the removal of dead, diseased or fallen trees.~~

5.3.5 *Vacation of rights-of-way.* Applications to vacate a right-of-way may be approved upon a finding that all the following requirements are met:

- (a) The requested vacation is consistent with the traffic circulation element of the village comprehensive plan.
- (b) The right-of-way does not provide the sole access to any property. Remaining access shall not be by easement.
- (c) The vacation would not imperil the current or future location of any utility.
- (d) The proposed vacation is not detrimental to the public interest, and provides a benefit to the village.

Cross references: Right-of-way permit, § 16-8.1; fees for right-of-way permits, § 17.5.1.

5.4. Street standards.

5.4.1 *Clear visibility triangle.* In order to provide a clear view of intersecting streets to the motorist, there shall be a triangular area of clear visibility formed by two (2) intersecting streets or the intersection of a driveway and a street. The following standards shall be met:

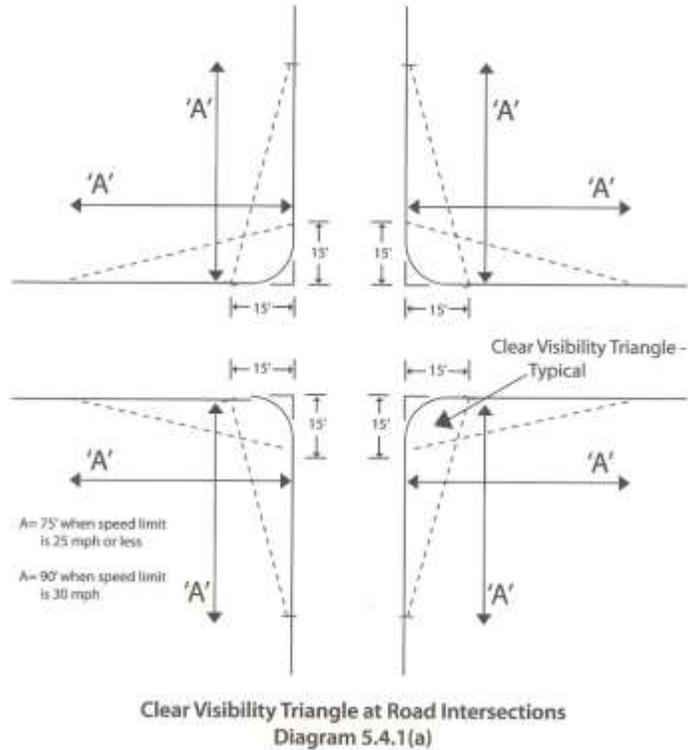
- (a) ~~For street intersections the clear visibility triangle shall be formed by a line along the street pavement edge fifteen (15) feet long from the street corner perpendicular, generally, to a second line of the street pavement edge of~~

NOTE: Code Review Board Proposed Language as of February 18, 2015 is underlined in black.

~~approaching traffic, connected by a third line that measures three (3) times the speed limit of the street.~~

(a) (ii) Nothing shall be erected, placed, parked, planted or allowed to grow in such a manner that it would restrict visibility above a height of three (3) feet above grade, measured at the centerline of the intersection within the area of the visibility triangles.

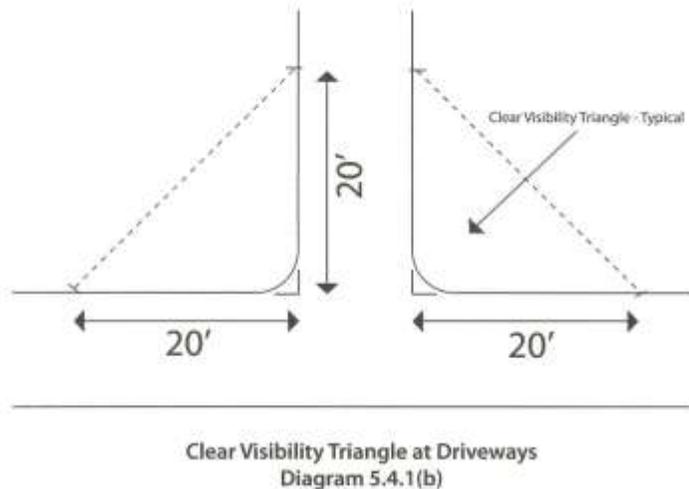
(a)(b) For street intersections the clear visibility triangle shall be formed by connecting points on the edge of each street and the intersection point. Beginning at point one, the intersection, point two shall be located Fifteen (15) feet from the intersection on one street and point three on the second street shall be located at a distance from the intersection, measured in feet equal to ~~T~~three (3) times the streets speed limit. A line connecting the three points shall create the triangle. This triangle applies to both directions from the intersection. See Diagram 5.4.1 (a)



(b)(c) For driveways two (2) clear visibility triangles shall be formed by connecting, in each case, a point on the edge of the street pavement and a point on the edge of the driveway, each to be located at a distance of twenty

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(20) feet from the intersection of the street and driveway lines, and a third line joining the two (2) points. See Diagram 5.4.1 (b)



(c)(d) Nothing shall be erected, placed, parked, planted, or allowed to grow in such a manner so as to obstruct cross-visibility at a level between three (3) feet and six (6) feet above the grade, measured at the centerline of the intersection. Trees or palms, however, having trunks and foliage trimmed in such a manner that no trunks or foliage extend into the cross-visibility area shall be allowed, provided they are so located so as not to create a traffic hazard.

5.5. Sidewalks and bikeways.

5.5.1 *Design and construction standards.* Design and construction of sidewalks, bikeways, or other footpaths shall conform to the requirements of the Public Works Manual, ~~Metro~~ Miami-Dade County, including provision for access by physically handicapped persons.

5.6. Off-street parking.

5.6.1 *Applicability.* Off-street parking facilities shall be provided within the lot of all development properties within in the village pursuant to the requirements of this code. The facilities shall be maintained as long as the use exists that the facilities were designed to serve.

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(a) All vehicles must be parked on an approved driveway surface subject to the design standards set forth in Section 5.6.8.

1. Non-conforming properties that do not have an approved driveway surface shall have ~~one (1) year~~ **two (2) years** from the date of enactment of this ordinance to ~~come into compliance.~~ **have the compliant driveway installed and permitted.**

~~2. If the existing driveway has been permitted by the Village during the last five (5) years prior to the enactment of this ordinance, the non-conforming surface may remain for a period of ten (10) years or less and until a substantial repair and/or addition to the driveway occurs. Existing non-conforming driveways permitted by the Village may remain unless a substantial portion, 50% or greater, requires repair, or an addition to the driveway occurs.~~

3. When an approved driveway surface does exist all vehicles shall park on said driveway upon enactment of this ordinance.

~~(b) Where this requirement cannot be met by multi-family properties while still without maintaining a ten (10) foot landscape area in front of the building, a variance may be obtained from the Planning Board. For the purposes of this section, multi-family refers to units that are two-family duplexes or more.~~

5.6.2 *Computation.* In the village hall, recreation area, church, the occupancy shall be based on the maximum capacity rating given the building by the fire marshal. Gross floor area shall be the sum of the gross horizontal area of all floors of a building measured from the exterior faces of the exterior walls.

5.6.3 *Number of parking spaces required.* The table below specifies the required minimum number of off-street automobile parking spaces. The number of off-street parking spaces for uses not listed in the table shall be determined by the planning board. The term "tandem parking space" means a parking space that abuts a second parking space in such a manner that vehicular access to the second space can be made only through the abutting (tandem) space.

TABLE INSET:

Use		Minimum Off-Street Parking Requirement	
(a)	Residential	Resident Parking	Visitor Parking
	Detached one-family:		

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	1, 2 and 3 bedrooms	2 spaces/unit*	1 space/unit**
	4 bedrooms	3 spaces/unit*	1 space/unit**
	Detached two-family:		
	2, 3 or more bedrooms	2 spaces/unit*	0.5 spaces/unit**
(b)	Recreation.		
	Parks, Clubs: determined by the planning board.		
(c)	Public assembly.		
	Church: 1 space/3 seats or 1 space/35 square feet of gross auditorium floor area		

* Resident parking spaces may be tandem.

** If on-street parking is not permitted or is restricted on the unit's street frontage, then one visitor parking space shall be required. The visitor space shall be located not more than one hundred (100) feet from the unit's street frontage.

5.6.4 *Handicapped parking spaces.* Any parking area to be used by the general public shall provide suitable, marked and paved parking spaces for handicapped persons. The number, design, and location of these spaces shall be consistent with the requirements of F.S. §§ 316.1955, and 316.1956, or succeeding provisions. No parking spaces required for the handicapped shall be counted as a parking space in determining compliance with subsection 5.6.3, public uses, above, but optional supplemental spaces for the handicapped shall be counted. The parking and related features contained in the Department of Community Affairs, Florida Board of Building, Codes and Standards, Accessibility Requirements Manual are hereby incorporated by reference into the village code.

5.6.5 *Parking in medians prohibited.* No parking shall be allowed in median open spaces or median parkways.

5.6.6 *Existing nonconforming minimum off-street parking requirements.* The number of off-[street] parking spaces existing on properties at the time of the adoption of this code, although such number does not conform to the minimum off-street parking requirements hereof, may be lawfully continued. However, all vehicles must be parked on an approved driveway surface consistent with Section 5.6.1.

5.6.7 *Historic preservation exemption.* The preservation of any property that has been placed on the county or national register of historic places, shall be grounds for a grant by the planning review board of a reduction in, or complete exemption from, the parking requirements in subsection 5.6.3 of this chapter.

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5.6.8 *Design standards for off-street parking.* Except as provided herein, all required off-street parking spaces and the use they are intended to serve shall be located on the same parcel. The size and layout of these spaces shall be according to the Miami-Dade County Code and Public Works Manual, Metro Miami-Dade County. Vehicles shall be parked on impervious or pervious surfaces but impervious areas shall not exceed forty (40) percent of the front yard, excluding the right-of-way. Off-street parking (within the lot lines of all properties) shall only be permitted on approved surfaces by the Village of Biscayne Park. In no circumstances shall grass or sod be an approved surface.

~~a. All driveways shall be of a similar material and design element. All driveways shall be of approved materials except as otherwise provided below.~~

a.b. All driveways must have an improved approach across the swale which shall meet the minimum standard of gravel construction.

b.c. All driveways shall be no closer than thirty (30) inches from side property line.

c.d. All non-conforming driveways, as related to setback, shall come into compliance when there is a change in driveway material or the installation of a new driveway. ~~If a determination is made by the Village Manager that adhering to the setback would make the driveway non-functional as determined by an engineer, the Village Manager may waive this requirement in writing.~~

d.e. Driveways shall only be constructed with the following materials; concrete, paver, brick, gravel, asphalt, cut stone or turf block.

e.f. Gravel driveways shall be built with a permanent perimeter border consisting of suitable material as approved by Village staff and shall be a minimum of four (4) inches deep with the width of the border being sixteen inches (16") immediately adjacent to along the road perimeter and eight four inches (84") along the entire length of both edges edge of the driveway.

f.g. Road rock shall not be used as a finished driveway material.

g.h. Construction of a portion of a driveway in the swale or right-of-way, such as the apron and driveway approach, shall require the property owner to indemnify, hold harmless, and defend the Village from any and all actions, caused by, resulting from, or in any way associated with the

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proposed work within the Village right-of-way on a form provided by the Village.

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Village of Biscayne Park Commission Agenda Report

Village Commission Meeting Date: June 2, 2015

Subject: A Discussion of the Fiscal Year 2015/16 Budget Goals

Prepared By: Heidi Siegel, AICP, Village Manager

Sponsored By: Staff

BACKGROUND

The Village Manager is wishing to engage in a discussion with the Village Commission regarding goals and priorities for the upcoming year. Once these goals are communicated by the Village Commission, the Village Manager will work with each department to develop a budget that meets the Village Commission's goals and maintains the day-to-day operations of the Village.

FISCAL/BUDGET IMPACT

This discussion will allow Village Staff to prepare a budget for future Village Commission consideration.

STAFF RECOMMENDATION

Provide the Village Manager with input and consensus.



Village of Biscayne Park Commission Agenda Report

Village Commission Meeting Date: June 2, 2015

Subject: Board Appointments

Prepared By: Maria C. Camara, Village Clerk

Sponsored By: Staff

Background

At the March 2015 Commission meeting, the Village Commission appointed board members to the Village Boards based on applications received.

Two applications have been received since the March meeting from:

- Amy Raymond (Public Art Advisory Board)
- Larry Newberry (Public Art Advisory Board reappointment)

Currently the Public Art Advisory Board only has three (3) members.

Staff Recommendation

The Village Commission to consider the two board applications.

Attachments

- Board application - Amy Raymond
- Board application - Larry Newberry



Village of Biscayne Park Board Member Application

Last Name RAYMOND		First Name Amy		M.I. S.
Home Address 11520 NE 9th Ave		City Biscayne Park	State FL	Zip Code 33161
Principal Business Address		City	State	Zip Code
Home Telephone Number 305-866-2081		Cell Number 305-409-2191		Work Number
E-Mail Address admas@aol.com			Are you a registered voter? Yes or No	

What Board(s) are you interested in serving? (All Village Boards are listed on the reverse side of this form.) Please list in order of preference.

ART

List all Village Boards on which you are currently serving or have previously served. Please include dates.

Educational qualification.

A.M.I. MONTESSORI certification
B.S. SOCIOLOGY/PSYCHOLOGY (FIU)
M.S. EARLY Childhood Special Education (UM)

List any related professional certifications and licenses which you hold.

Give your present, or most recent employer, and position.

UM: CANTERBURY PRESCHOOLS - curriculum specialist/DIRECTOR

Describe experiences, skills or knowledge which qualify you to serve on this board. (Please feel free to attach a brief resume.)

**I have visited many museums and ART Galleries in Europe/Asia/USA
 My grandmother collected ART from around the world.
 I appreciate the purpose and individuality of ART & the ARTIST
 I respect others own opinions and taste.**

I understand that in accordance with Florida Sunshine Law, this information becomes public and may be subject to public review.

I understand that, once appointed and annually thereafter, I may be required to complete a Financial Disclosure Affidavit in compliance with Florida Statutes.

Amy Raymond Signature

April 27 2015 Date



Village of Biscayne Park Board Member Application

Last Name NEWBERG		First Name LARRY		M.I. S
Home Address 676 NE 115th Street		City Biscayne Park	State FL	Zip Code 33161
Principal Business Address 7264 N. MIAMI Ave		City Miami	State F	Zip Code 33150
Home Telephone Number 786-223-4753	Cell Number same	Work Number same		
E-Mail Address sailcat@bellsouth.net			Are you a registered voter? Yes or No Yes	

What Board(s) are you interested in serving? (All Village Boards are listed on the reverse side of this form.) Please list in order of preference.

Art Advisory Bd

List all Village Boards on which you are currently serving or have previously served. Please include dates.

None

Educational qualification.

Masters of Fine Arts

List any related professional certifications and licenses which you hold.

Give your present, or most recent employer, and position.

SELF

Describe experiences, skills or knowledge which qualify you to serve on this board. (Please feel free to attach a brief resume.)

Gallery, Museum, art Handling, Fabrication creation, teaching @ FIU

I understand that in accordance with Florida Sunshine Law, this information becomes public and may be subject to public review.

I understand that, once appointed and annually thereafter, I may be required to complete a Financial Disclosure Affidavit in compliance with Florida Statutes.

Signature
4/17/15

Date



Village of Biscayne Park Commission Agenda Report

Village Commission Meeting Date: June 2, 2015

Subject: Board Appointments

Prepared By: Maria C. Camara, Village Clerk

Sponsored By: Staff

Background

At the May 2015 Commission meeting, the Village Commission appointed board members to Planning & Zoning Board based on applications received.

Two applications have been received since the March meeting from:

- Jacqueline Pallango
- Bridgita Pallango

Currently the Planning & Zoning Board has five members, but no alternates.

Staff Recommendation

The Village Commission to consider the two board applications to serve as an alternate(s).

Attachments

- Board application - Jacqueline Pallango
- Board application - Bridgita Pallango



Village of Biscayne Park Board Member Application

Last Name Pallango		First Name Jacqueline		M.I. M
Home Address 845 NE 120 St.		City Biscayne Park	State FL	Zip Code 33161
Principal Business Address 700 NE 90 St.		City Miami	State FL	Zip Code 33161
Home Telephone Number N/A	Cell Number 305-494-8697	Work Number 786-318-5418		
E-Mail Address jackie@georgeekluck.com			Are you a registered voter? Yes or No <input type="checkbox"/>	

What Board(s) are you interested in serving? (All Village Boards are listed on the reverse side of this form.) Please list in order of preference.

Code Compliance or Planning and Zoning

List all Village Boards on which you are currently serving or have previously served. Please include dates.

N/A

Educational qualification.

Barry University - Bachelor Degree in Business Mgmt - obtained Spring 2016

List any related professional certifications and licenses which you hold.

**Florida Real Estate Sale Associate License
Florida Real Estate Broker License - obtained by Dec 2015**

Give your present, or most recent employer, and position.

Georgee and Company - Keller Williams Realty

Describe experiences, skills or knowledge which qualify you to serve on this board. (Please feel free to attach a brief resume.)

I've been active as a Real Estate Licensee in the City of Biscayne Park for the last 6 years. I've had experience in working with the Code Officers and learning the current Code requirements and finding room for improvement through process the contract to close process on the sale of many residents homes. I'm familiar with the City Rules and Regulations and a Real Estate Agent can provide my knowledge of the current market and also a clear vision of what the City expects as far as code and zoning requirements.

- I understand that in accordance with Florida Sunshine Law, this information becomes public and may be subject to public review.
- I understand that, once appointed and annually thereafter, I may be required to complete a Financial Disclosure Affidavit in compliance with Florida Statutes.

Signature

5/7/2015

Date



Village of Biscayne Park Board Member Application

Last Name Pallango		First Name Bridgita		M.I. M
Home Address 845 NE 120 St.		City Biscayne Park	State FL	Zip Code 33161
Principal Business Address 700 NE 90 St.		City Miami	State FL	Zip Code 33161
Home Telephone Number N/A	Cell Number 954-918-2519	Work Number 305-494-8697		
E-Mail Address bridgita@georgeekluck.com			Are you a registered voter? Yes or No <input type="checkbox"/>	

What Board(s) are you interested in serving? (All Village Boards are listed on the reverse side of this form.) Please list in order of preference.

Code Compliance or Planning and Zoning / open

List all Village Boards on which you are currently serving or have previously served. Please include dates.

N/A

Educational qualification.

Miami Dade Campus / Business Administration

List any related professional certifications and licenses which you hold.

Florida Real Estate Sale Associate License - obtained by 6/15

Give your present, or most recent employer, and position.

Georcee and Company - Keller Williams Realty

Describe experiences, skills or knowledge which qualify you to serve on this board. (Please feel free to attach a brief resume.)

I have been active in Real Estate and on top Teams for the past three years. I am familiar with Biscayne Park and also familiar with market values. I would like to serve the board however needed. I am available and willing to assist.

I understand that in accordance with Florida Sunshine Law, this information becomes public and may be subject to public review.

I understand that, once appointed and annually thereafter, I may be required to complete a Financial Disclosure Affidavit in compliance with Florida Statutes.


 Signature

5/9/15
 Date



Village of Biscayne Park Commission Agenda Report

Village Commission Meeting Date: June 2, 2015

Subject: Giving land to property owners

Prepared By: Commissioner Fred Jonas

Sponsored By: Commission

Background

The Village has land it does not need and which should properly belong to Village property owners. This land is in the form of abnormally large swales and unneeded alleys.

Fiscal / Budget Impact

Neutral or revenue earning for the Village. Neutral or a property tax increase for property owners.

Recommendation

Remit to property owners all but an eight-foot swale, and remit to property owners alleys behind some properties.