VILLAGE OF BISCAYNE PARK
Regular Commission Meeting
Log Cabin – 640 NE 114th Street
Biscayne Park, FL 33161
Tuesday, August 1, 2017
7:00 PM

Mayor Tracy Truppman
Vice Mayor Jenny Johnson-Sardella
Commissioner Harvey Bilt
Commissioner Roxanna Ross
Commissioner William Tudor

Village Manager Krishan Manners
Village Attorney John Hearn
Village Clerk Marlen D. Martell

REGULAR COMMISSION MEETING MINUTES

ROLL CALL OF THE CITY OFFICIALS:
The meeting was called to order at 7:12pm by Mayor Tracy Truppman. Present at the meeting were Mayor Tracy Truppman, Vice Mayor Jenny Johnson-Sardella, Commissioner Harvey Bilt, Commissioner Roxanna Ross and Commissioner William Tudor. Additional staff in attendance were: Village Manager Krishan Manners; Village Attorney John Hearn; Village Clerk Marlen D. Martell, Police Chief Nicholas Wollshlager; Recreation Manager Issa Thornell, and Officer Juan Carlos Valiente.

PLEDGE OF ALLEGIANCE: led by Mayor and Commissioners.

PRESENTATIONS:
Village Manager Manners reported on the progress of the Village from financial streamlining, new hires, continued services and programs for residents, etc…

ADDITIONS, DELETIONS OR WITHDRAWLS TO THE AGENDA:
Code Compliance Board minutes of July 10, 2017 and Planning & Zoning minutes from July 17, 2017 were removed from the agenda. There was a correction to Surplus Vehicle Resolution 2017-40, the year of the vehicle was 2009 instead of 2006.

PUBLIC COMMENT

Mayor Truppman opened the meeting for **Public Comment.**
The following person(s) made comments on the record:
Dan Samaria
Bob Anderson

PUBLIC COMMENT CLOSED

Honorable Senator Daphne Campbell presented 2017 Legislative Update (attached).

Mayor called for a five minute recess. The meeting reconvened at 7:52pm.

INFORMATION UPDATES/FINANCIALS:

Finance Director, Beatrice Galeano, provided year-to-date actuals which have not been completely reconciled due to incomplete accrual postings. The numbers issued will change because not all transactions have been applied to the appropriate fund. In the past, the accounting process was handled as a business instead of the cash basis system implemented by local governments. This is a working report and while some accounts show a deficit, others have a surplus. This report represents about 85% or more of year-to-date expenditures. The accounts will balance once all entries are properly posted. In addition, the audit RFP will assist in the accuracy of the fund allocation. It is anticipated that the new auditor will be working simultaneously to complete the 2015/2016 and the 2016/2017 CAFR. In addition, daily catching up from the past, staying current, and forecasting the budget. A simpler and accurate financial update will be presented at the budget workshop scheduled for Wednesday, August 9th.

CONSENT AGENDA:

Approval of Regular Commission Meeting minutes of July 11, 2017, as amended

Acceptance of Board Minutes:
Code Compliance Special Board, June 21, 2017
Planning & Zoning, July 5, 2017

Resolution 2017-38 - A RESOLUTION OF THE MAYOR AND VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **AUTHORIZING THE APPROPRIATE VILLAGE OFFICIALS TO EXECUTE AN AGREEMENT FOR THE PROVISION OF A PILATES PROGRAM BETWEEN THE VILLAGE OF BISCAYNE PARK AND BRITT ANGELA WILLIAMS;** PROVIDING FOR AN EFFECTIVE DATE

Commissioner Ross motioned to approve the consent agenda as amended, seconded by Commissioner Bilt. **MOTION PASSED 5-0.**

ORDINANCES – NONE

RESOLUTIONS:

Resolution 2017-39 - A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, **AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE BILL OF SALE BETWEEN THE VILLAGE OF BISCAYNE PARK AND KELLY USHER-VILLAZAN AND ALEJANDRO VILLAZAN AS REGISTERED AGENTS FOR A&K CLEAN WAY, LLC. FOR THE DONATION OF A JEEP TO BE USED IN THE POLICE DEPARTMENT;** PROVIDING FOR AN EFFECTIVE DATE

Commissioner Ross motioned for approval, seconded by Vice Mayor Johnson-Sardella. **MOTION PASSED 5-0.**

Resolution 2017-40 - A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **DECLARING A VILLAGE VEHICLE AS SURPLUS PROPERTY AND GRANTING THE VILLAGE MANAGER AUTHORIZATION TO SELL SAID SURPLUS THROUGH BIDERA AUCTIONS;** PROVIDING FOR AN EFFECTIVE DATE

Commissioner Bilt motioned for approval, seconded by Commissioner Ross. **MOTION PASSED 5-0.**

Resolution 2017-41 - A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE LEASE AGREEMENT BETWEEN THE VILLAGE OF BISCAYNE PARK AND THE BANCORP TO LEASE A POLICE VEHICLE FOR THE POLICE DEPARTMENT**; PROVIDING FOR AN EFFECTIVE DATE

Commissioner Bilt motioned for approval, seconded by Commissioner Tudor. Commissioner Ross opposed. **MOTION PASSED 4-1.**

Resolution 2017-42 - A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **AUTHORIZING THE APPROPRIATE VILLAGE OFFICIALS TO EXECUTE THE PURCHASE PROPOSAL BETWEEN THE VILLAGE OF BISCAYNE PARK AND PETERSON'S HARLEY-DAVIDSON OF MIAMI FOR THE PURCHASE OF A MOTORCYCLE;** PROVIDING FOR AN EFFECTIVE DATE.

Commissioner Ross motioned for approval, seconded by Commissioner Tudor. **MOTION PASSED 5-0.**

Resolution 2017-43 - A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **AUTHORIZING THE VILLAGE MANAGER TO EXECUTE A LEASE CONTRACT BETWEEN THE VILLAGE OF BISCAYNE PARK AND KS STATE BANK TO LEASE AN ISUZU CREW CAB DIESEL FLATBED TRUCK FOR THE PUBLIC WORKS DEPARTMENT;** PROVIDING FOR AN EFFECTIVE DATE

Commissioner Ross motioned for approval, seconded by Commissioner Bilt. **MOTION PASSED 5-0.**

Resolution 2017-44 - A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA; **ESTABLISHING A TENTATIVE MILLAGE RATE OF 9.7000 FOR FISCAL YEAR 2017-18, ESTABLISHING THE CURRENT YEAR ROLLED-BACK RATE TO BE 8.8095 AND ESTABLISHING THE FIRST AND THE SECOND PUBLIC BUDGET HEARINGS AS REQUIRED BY LAW; DIRECTING THE VILLAGE CLERK AND FINANCE MANAGER TO FILE SAID RESOLUTION WITH THE PROPERTY APPRAISER OF MIAMI-DADE COUNTY PURSUANT TO THE REQUIREMENTS OF FLORIDA STATUTES AND THE RULES AND REGULATIONS OF THE DEPARTMENT OF REVENUE OF THE STATE OF FLORIDA**; ESTABLISHING THE TIME AND LOCATION OF THE FIRST AND SECOND PUBLIC HEARINGS; PROVIDING FOR AN EFFECTIVE DATE

Commissioner Ross motioned for approval, seconded by Vice Mayor Johnson-Sardella. **MOTION PASSED 5-0.**

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.

Continued discussion on Driveway Ordinance – The consensus was as follows:

5.6.2 (2) Parking Surfaces -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 in accordance with the Miami-Dade County Code and Public Works Manual, 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 parking surfaces shall be of approved materials ~~5.6.2 Computation. In the village~~, except as otherwise provided below.

(b) All parking surfaces must have an improved approach across the swale which shall meet the minimum standards of gravel construction.

(c) All parking surfaces for new dwelling construction or renovations that increase the square footage by 25 percent shall be no closer than thirty (30) inches from side property line unless exempted below in subsection (d).

(d) All nonconforming parking surfaces shall come into compliance when there is a change in parking surface material or the installation of a new off-street parking surface.

(e) New parking surfaces shall only be constructed with the following materials: concrete, pavers, brick, gravel (per Section 5.6.2 (f)), cut stone or turf block. Asphalt shall no longer be an approved parking surface.

(f) Gravel parking surfaces shall be built with a permanent perimeter border consisting of suitable material. The border shall be a minimum of four (4) inches below the surface, with the width of the border being sixteen (16) inches immediately adjacent to the road perimeter, and four (4) inches along the entire length of both edges of the parking surface. To facilitate percolation over time and control weeds, use of a geotextile fabric as an underlayment is recommended. Village staff and the Planning and Zoning Board will determine suitable border materials.

**Gravel material exception: Florida crushed limestone shall be permitted as long as the rock sizes are no larger than #78 stone/nominal size1/2"diameter (reference Florida Department of Transportation Standard Specification Section 901-1 Aggregate).*

(g) Construction of a portion of a parking surface in the swale or right-of-way, such as the apron and parking surface 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 proposed work within the Village right-of-way on a form provided by the Village.

Discussion on Proposed Landscape Ordinance – The consensus of the Commission was for the Village Attorney to review the trees restrictive components in Chapter 18A. The number of trees in the front yard and to include the preservation of green space in the front yard, avoiding the Keys dessert look by eliminating rocks in the entire front yard. Include, the landscape must be redone when 75% is destroyed. Also, include language permitting foliage on corner properties preventing damage to the swales. In addition, to cross correlate the number of parking spaces between the Landscape and Driveway Ordinance.

Commissioner Ross was recommending the Commission support the Southeast Florida Regional Climate Change Compact. Majority of cities have become members of the compact to protect the environment, become earth friendly and agree to take the following recommended steps:

- to adopt the unified sea level rise projection from the Compact;
- to review the RCAP Implementation Guide and determine which initiatives best fit our community;
- to implement specific actions and responsibilities by department;
- to integrate adopted initiatives into the Village plans: budgets, capital improvement plan, public works plan, urban forestry plan, and Comprehensive Plan, Coral Gables, South Miami, Miami Dade County and others by
- committing to reduce pollutants by not purchasing products made with polystyrene (styrafoam);
- adopting a further resolution that Village facility rental agreements prohibit a licensee, permitee, vendor or food service provider from using products made with polystyrene at Village facilities.

Commissioner Ross motioned for approval of the Southeast Florida Climate Compact resolution and seconded by Commissioner Tudor. **MOTION PASSED 5-0.**

NEW BUSINESS

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

Methods of improving communications and transparency with residents - Mayor Truppman
Mayor Truppman requested the approval of the Commission to postpone and place it at the next Commission meeting.

Discussion on Construction Policy - Mayor Truppman
Mayor Truppman briefly explained the construction draft Ordinance/Policy document presented to the Commissioners for their review. Additional, discussion will be forthcoming.

Village Attorney Hearn reported the County would let the Village enforce Driveway Ordinance regulations, but they would like to see what is passed. The Attorney is researching the mitigation process to clean-up properties in the Village.

The Commission approved the 911 display provided by Dan Samaria.

ANNOUCEMENTS:

Friday, August 4 - Welcome Back Party for Issa Thornell from 6 to 7pm at Log Cabin hosted by Creepy Critters Pest Control

Monday, August 7 - Planning & Zoning Board at 6:30pm
Wednesday, August 9 – 1st Budget Workshop at 6:30pm
Monday, August 14 - Code Compliance at 7:00pm
Wednesday, August 16 – Park & Parkways at 7:00pm
Monday, August 21 - Planning & Zoning at 6:30pm
Wednesday, August 23 – 2nd Budget Workshop at 6:30pm

Monday, September 4 - Village Departments Closed for Labor Day
Planning & Zoning meeting is tentatively scheduled for Tuesday, September 5 or Wednesday, September 6
Monday, September 11 – Biscayne Park Foundation at 7:00pm
Monday, September 11 – Code Compliance Board at 7:00pm

NEXT REGULAR VILLAGE COMMISSION MEETING is scheduled for Tuesday, September 12, 2017.

ADJOURNMENT

With no further items for discuss, meeting adjourned at 11:07 PM. Commissioner Ross motioned for adjournment, seconded by Vice Mayor Johnson-Sardella. MOTION PASSED 5-0.

Commission approved on: 10/3/17

ATTEST:

(SEAL)

Tracy Truppman, Mayor

Marlen D. Martell, Village Clerk