



## **MINUTES**

### **1st Budget Workshop FY 2015-16**

**Ed Burke Recreation Center - 11400 NE 9th Court**

**Biscayne Park, FL 33161**

**Tuesday, August 11, 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 Bob Anderson - present

Commissioner Fred Jonas - present

Commissioner Roxanna Ross - present

Commissioner Barbara Watts - present

Present from staff were:

Village Manager Heidi Siegel

Village Clerk Maria Camara

Attorney John Hearn

Public Services Manager Krishan Manners

Finance Manager Claude Charles

Parks & Recreation Manager Shelecia Bartley

Assistant Public Works Manager Cesar Hernandez

**3 Pledge of Allegiance**

**4 Public Comments Related to Agenda Items / Good & Welfare**

Janey Anderson: On code enforcement, past commission did not support more stringent code and effectively made us a sanctuary city for slob. Contributed to the extreme downslide that we took a few years ago. Reconsider adding a second Code Officer. Not only improves property values, but Code enforcement adds quality of life and gives us an immediate return. Too much for one person to handle. Need more follow up and process. Another pair of boots on the ground speeds up the process, gets compliance, and gets liens done quicker. All this to generate the revenues we need to get things done in the Village. Can't get complacent because property values went up this year. Need to have better code compliance in the event of any future downturns.

Gary Kuhl: Agree with Janey. Appreciate the fact that more cases are coming before the Board. Shows there is an effort. But focus is limited and there is so much more out there. Support having a second officer. Maintains home values, better maintenance and more appealing.

Barbara Kuhl: Agree with Janey and Gary on code enforcement. Need to work on MuniCode. Need codes to be available to residents so they can find them easily. Support a second code officer. Recently a property owner accrued fines, but little to no payment made because the fines were not liened. Second officer can also work on getting records in order. For current liens and future liens, and any amounts owed to the Village, property owners need to be reminded on a yearly basis. Instead of Recreation, make sure Code is properly funded. At Rec. Center, there is a dirt patch between handball court and this building. If anything is done in this budget it is to properly install sidewalks throughout where needed.

Jared Susi: Doing a great job, but see many overages on the current budget. These need to be addressed. Take a look as to why. New neighbor went through certificate of reoccupancy process. Permits then pulled. Rains came and many issues arose. Need to look at better deal with inspectors. Driveway added without permit being pulled. Look out for new people in neighborhood. May need to do something different with Building Department.

Mayor Coviello: Confirms that all ordinances passed have been updated on MuniCode.

Gary Kuhl: If you have a lien recorded, much better situation. What is the new process where a recording fee is \$30?

Clerk Camara clarified that the cost to record a lien is \$10 for the first page, and \$8 for each subsequent page. Plus a \$2 fee for recording online.

Manager Siegel: In the past six to eight months, have processed 128 older open files where cases were brought into compliance, fines paid, or liens placed.

## **5 Discussion of Proposed Fiscal Year 2015-16 Budget**

Manager Siegel provided the background on the overall budget.

### **5.a General Fund Revenues**

After discussion, no changes were recommended.

### **5.b 511 Commission**

Commissioner Ross: Continue to emphasize changing from Commission salaries to a reimbursement process.

After discussion, Mayor Coviello recommends putting this recommendation on the list of items to consider at public hearings.

5.c **512 Administration**

After discussion, consensus to add salary increase based on merit/performance review of up to 3% for all non-collective bargaining employees. Additional \$14,000 to the overall budget. This amount to be spread throughout all departments affected.

Review whether necessary to budget full annual health care costs for the two employees that currently have waived the benefit. Additional \$12,000 would be added to the budget in the department affected.

5.d **513 Finance**

After discussion, no changes were recommended.

5.e **515 Planning**

After discussion, \$3,500 is added for the mail-in ballot as part of the annexation project.

5.f **519 General Government**

After discussion, \$12,000 for the imaging project of post retention documents is removed; \$1,600 is added for the Miami-Dade County tax collection fee.

5.g **524 Building**

After discussion, no changes were recommended.

5.h **572 Parks & Recreation**

After discussion, \$14,000 (plus additional for benefits) is added for one additional part time staff person.

5.i **302 Capital Improvements**

Janey Anderson: Was previously against it, but after 37 years and doing bubble gum and band aid projects, do this one right.

Chuck Ross: In favor of the permanent dais.

After discussion of the build and design of the dais for the renovated log cabin, there is consensus to proceed with the current design of the permanent design.

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*Mayor Coviello provided for final public comments:*

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Chuck Ross: On part time Recreation staff person, this needs to be done. Intern not a good idea. Idea of borrowing some from reserves is better than going to the bank for added loan. It costs money to borrow. Support the raises for staff. Support reimbursement policy for the Commission instead of salaries. Support additional Code officer.

**6 Announcements**

Wednesday, August 12th - Public Art Advisory Board at 6:00pm  
Friday, August 14th - Health & Wellness Seminar at 1:00pm  
Saturday, August 15th - Back to School / Children's Safety Day /  
1st Annual Kids Bike Race at 9:00am  
Monday, August 17th - Ecology Board at 6:30pm  
Monday, August 17th - Planning & Zoning Board at 6:30pm  
Tuesday, August 18th - 2nd Budget Workshop FY 2015-16 at 6:30pm

**7 Adjournment**

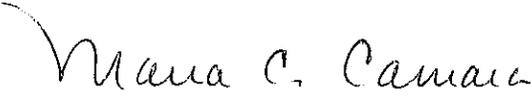
The meeting was adjourned at 9:10pm.

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Commission approved on September 1, 2015.

Attest:

  
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David Coviello, Mayor

  
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Maria Camara, Village Clerk