



## *The Village of Biscayne Park*

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

Telephone: 305 899 8000 Facsimile: 305 891 7241

**MINUTES**  
**REGULAR COMMISSION MEETING**  
**Log Cabin - 640 NE 114th Street**  
**Biscayne Park, FL 33161**  
**Wednesday, February 8, 2017 at 7:00pm**

**1 Call to Order**

Mayor Tracy Truppman called the meeting to order at 7:00pm.

**2 Roll Call**

Mayor Tracy Truppman - present  
Vice Mayor David Coviello - present  
Commissioner Jenny Johnson-Sardella - present  
Commissioner Roxanna Ross - present  
Commissioner William Tudor - present

Present from staff were:

Village Manager Sharon P. Ragoonan  
Village Clerk Maria C. Camara  
Village Attorney John Hearn  
Interim Police Chief Nicholas Wollschlager  
Finance Manager Claude Charles

**3 Pledge of Allegiance**

**4 Presentations**

- 4.a Erica Pettis from the Biscayne Park Foundation introduced the Amazonia Ensemble Choir who is requesting to utilize a Village facility for their weekly rehearsals, and in turn would provide the Village with two free concerts during the year. After speaking with Staff, the preferred location would be at the Ed Burke Recreation Center.

After discussion, motion made by Commissioner Ross to draft and adopt a resolution reflective of the revenue neutral partnership between the Village and the Amazonia Ensemble Choir, and it was seconded by Commissioner Johnson-Sardella.

All in favor: Mayor Truppman, Vice Mayor Coviello, Commissioner Johnson-Sardella, Commissioner Ross and Commissioner Tudor.

Opposed: None

Motion carries: 5/0

- 4.b Jim Scrima from A&A Drainage & Vac Services provided a presentation and update on the Bob Anderson Storm Drainage Maintenance Pilot Program.

4.c Pedro Garcia, Property Appraiser for Miami-Dade County provided information on the Property Appraiser's Office.

## 5 Additions, Deletions or Withdrawals to the Agenda

Commissioner Tudor asks for an update on the 2014-15 CAFR, added as item 12.a.1.

## 6 Public Comments Related to Agenda Items / Good & Welfare

Mac Kennedy: Thanks to Amy Raymond for the Art Fair and Farmer's Market. On goal setting, a fabulous idea to set priorities to get things done. On the discussion of creating a Public Safety Advisory Board, have been here for a year and everything related to public safety that needs to be done has been discussed. Just move forward. A Board will just slow things down. On construction site regulations, support it. Should not be limited to major construction. Should be on all permitted work. Require contractor or owner to sign a form that provides the requirements. Encourage you to include a protection of trees and root structure.

Dan Keys: On contracts that are on the agenda, insurance requirements are all over the place. Need to be standardized. Consider the RFP document be attached to the Resolution you pass. On Ballpark Maintenance contract, they are the company that had previously provided the maintenance and have always gone above and beyond. Need to consider sod replacement. On creation of Boards, concerned with the discussion of adding speed bumps.

Chuck Ross: On February 22nd, having Coffee with a Cop. Opportunity to ask questions one on one with Police staff. On Public Safety Advisory Board, a little premature. May not have money for the things we want to do. Many residents don't want speed bumps. These Boards may require a specific expertise, so consider this for the future.

Harvey Bilt: On item 7.b where code service costs were exceeded, could not understand the balance listed; on field maintenance consider seeding first. On 8.e for the contractor for investigative services, concerned with cost for attorney. Go to a labor attorney and make this go away.

Don Zieman: On Police Department, see a gross lack of police presence. Drivers blow past stop signs. Walkers almost getting run down. Two serious accidents on Sixth Avenue recently. Many empty police vehicles parked. What worked in the past will work now. No substitute for police presence. Need to ticket everyone. Residents are frustrated. Want to feel safe again.

Brad Piper: Agree with previous speaker. Have many walkers in the Village. Heard we have no money. But we spend money on our park that is used by non-residents. We need to service our residents. Need better traffic enforcement. Only solution we hear is to talk about it. On Recreation Center field, general rotation would help. Looks like we have over-use of certain areas. Need to address the driveway issue. There is one duplex with ten covered cars. There are properties renting out rooms. Commission needs to look at this. Be smart about how money is spent.

Barbara Kuhl: Agree with prior two speakers. Noticed tonight two vehicles drive across the median including a postal truck. Have never seen a traffic ticket given for this. Can't believe the Police don't see this. Don't need anymore talking with a cop and then no results. Get the Police doing what they need to do.

Ron Coyle: Australian Pines on Griffing Blvd were recently cut down. County promised to trim the remaining ones and have not done so. The oak trees that were planted are not looking good. Need to talk to the County to get help for our trees.

Barbara Watts: Concerned with some of the recruitments taking place. The \$5000 added salary for the Interim Chief was a wrong expense. Concerned with the position postings for the Police Chief, Village Clerk and Parks & Recreation Manager. Also concerned with the circumstances surrounding the departure of the former Parks & Recreation Manager.

Marie Smith: Agree on the issues with the Australian Pines. In Miami Beach on Pine Island Drive the Australian Pines are beautifully maintained. On Griffing Blvd, vehicles speed in the morning, during lunch and in the evenings. Have seen the deterioration of the medians on 121st and 5th. Several areas where cars are making illegal u-turns. Need Public Works to contact North Miami to clean the mess.

## **7 Information / Updates**

7.a Manager Ragoonan provided a brief summary of the FY 2016-17 Monthly Financials as of December 31, 2016.

7.b Manager Ragoonan provided a brief summary on the expenses that were exceeded for the Code Enforcement Professional services.

## **8 Consent Agenda**

Commissioner Ross pulls the minutes for January 19th.  
Mayor Truppmann pulls item 8.d, Resolution 2017-05

Left on the consent agenda:

8.a Approval of Minutes

January 10, 2017 Regular Commission Meeting

8.b Acceptance of Board Minutes

Parks & Parkway Advisory Board - December 03, 2016

Parks & Parkway Advisory Board - December 12, 2016

Planning & Zoning Board - January 3, 2017

Planning & Zoning Board - January 17, 2017

8.c **Resolution 2017-04**

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **ACCEPTING THE DONATION OF A 2005 FORD RANGER FROM THE CITY OF SUNNY ISLES BEACH**, AUTHORIZING THE VILLAGE MANAGER TO ACCEPT TITLE TO THE VEHICLE TO BE USED WITHIN THE VILLAGE'S CODE COMPLIANCE DEPARTMENT; PROVIDING FOR AN EFFECTIVE DATE

8.e **Resolution 2017-07**

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE VILLAGE OF BISCAYNE PARK AND GLENN STOLTZENBERG CONSULTING, LLC FOR THE PROVISION OF INVESTIGATIVE SERVICES**; PROVIDING FOR AN EFFECTIVE DATE

8.f **Resolution 2017-08**

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE 2017 INSIDE/OUT INSTALLATION AGREEMENT BETWEEN THE VILLAGE OF BISCAYNE PARK AND THE JORGE M. PEREZ ART MUSEUM OF MIAMI-DADE COUNTY, INC.**; PROVIDING FOR AN EFFECTIVE DATE

Vice Mayor Ross makes a motion to accept the balance of the consent agenda and it is seconded by Vice Mayor Coviello.

All in favor: Mayor Truppman, Vice Mayor Coviello, Commissioner Johnson-Sardella, Commissioner Ross and Commissioner Tudor.

Opposed: None

Motion carries: 5/0

On the minutes for January 19th, Commissioner Ross ask for a clarification on what was agreed to for the scheduling a variance during that meeting. It was confirmed that it would be for a time certain.

Motion made by Commissioner Ross to approve the minutes for January 19th with a correction to reflect that variances are to be heard at 9:00pm and/or a time certain. It is seconded by Vice Mayor Coviello.

All in favor: Mayor Truppman, Vice Mayor Coviello, Commissioner Johnson-Sardella, Commissioner Ross and Commissioner Tudor.

Opposed: None  
Motion carries: 5/0

Going forward, Commissioner Ross suggest that all variances are heard at 8:30pm, and there is consensus.

Vice Mayor Coviello asks to move item 13.a, variance hearing ahead of new business, and there is consensus.

8.d **Resolution 2017-05**

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT BETWEEN THE VILLAGE OF BISCAYNE PARK AND BALLPARK MAINTENANCE, INC., FOR FIELD MAINTENANCE AT THE ED BURKE RECREATION CENTER; PROVIDING FOR AN EFFECTIVE DATE**

Mayor Truppman: Concerned with re-sodding needs.

Rodney McNeill from Ballpark Maintenance explained re-sodding will need to be evaluated once they start working on the field.

Attorney Hearn read the title.

Commissioner Ross makes a motion to approve Resolution 2017-05 and it is seconded by Vice Mayor Coviello.

All in favor: Mayor Truppman, Vice Mayor Coviello, Commissioner Johnson-Sardella, Commissioner Ross and Commissioner Tudor.

Opposed: None

Motion carries: 5/0

**13 Public Hearing**

- 13.a Variance - Willard Shepard 10710 Griffing Blvd.  
Fence in the front yard.

Attorney Hearn explained the process, followed by swearing in the petitioner and all who would be speaking on it.

The petitioner, Willard Shepard, presented his case.

Dan Schneiger, representing the Planning & Zoning Board, explained that the Board denied the variance as they felt it did not meet the four criterias.

After discussion, motion made by Vice Mayor Coviello to grant the variance based on the petitioner meeting the four criterias of the variance, and it was seconded by Commissioner Tudor.

Roll call vote:

Commissioner Ross: Yes

Commissioner Johnson-Sardella: Yes  
Vice Mayor Coviello: Yes  
Commissioner Tudor: Yes  
Mayor Truppman: Yes

**10 Ordinances**

< None >

**11 Old Business**

< None >

**12 New Business**

12.a.1 Update on the 2014-15 CAFR - As requested by Commissioner Tudor

Manager Ragoonan provided a summary of the pending items, and notified the Commission that a letter was received today from the State of Florida Joint Legislative Auditing Committee advising that due to the Village not having completed the FY 2014-15 audit, the Village could be subject to having state revenues withheld. Manager Ragoonan contacted the State and provided them with an update on the status of the audit, and explained the reasons for the delay. An extension was requested to complete.

The Commission requested that the Manager provide an update on the status of the request along with details of the audit in one week on February 15th.

Motion carries: 5/0

12.a Establishing a Public Safety Advisory Board - As requested by Commissioner Tudor.

Commissioner Tudor provided the background.

There was concern that in light of the audit issue, do not want to expend any additional staff resources.

There was consensus to bring back both items 12.a and 12.b for continued discussion at the March commission meeting.

12.c Miami Shores Chamber Mixer to be hosted by the Village of Biscayne Park - As requested by Vice Mayor Coviello.

Vice Mayor Coviello asked for continued support of the Miami Shores Chamber and the Village's involvement by again hosting their monthly mixer event in March, and to appoint a representative for the Village.

There was Commission consensus to host the Mixer on Tuesday, March 28th at the Log Cabin, and Mayor Truppman will serve as the Village's representative.

**14 Request for placement of items on next meeting agenda.**

Commissioner Ross: Discussion of Airbnb.

Commissioner Ross: Discussion on driveway ordinance.

Commissioner Ross: Discussion of the Code Review Board's landscaping recommendations.

Mayor Truppman: Asks to keep the schedule open to have a Special Commission meeting to discuss the Village's finances. Looks to the Manager to bring a secondary plan.

Mayor Truppman: Looks to schedule a community based strategic planning session on Saturday, April 22nd, to continue the discussion on Code Compliance and more.

Mayor Truppman: Schedule a date for a review of the Village Manager consistent with her agreement.

After discussion, motion made by Commissioner Johnson-Sardella to schedule the discussion at the March 7th regular commission meeting. It is seconded by Commissioner Tudor.

All in favor: Mayor Truppman, Vice Mayor Coviello, Commissioner Johnson-Sardella, and Commissioner Tudor.

Opposed: Commissioner Ross

Motion carries: 4/1

## 15 Reports

Village Manager:

### 15.a.1 Goal setting and action plan.

Manager Ragoonan provided the background.

After discussion, consensus to hold off and address in March.

### 15.a.2 Construction site regulations

Manager Ragoonan provided the background.

After discussion, consensus to have the Code Review Board review, then provide recommendations for a draft ordinance.

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Building Official Sal Annese provided a status on the fire panel in the Log Cabin. In regards to the status of the temporary certificate of occupancy (TCO) that had expired, he would extend the TCO and then when the work is completed on the fire panel, issue the certificate of completion (CC).

Fernando Calcines, architect with the firm Russel Partnership that provided the plans for Village Hall, was in attendance to explain and confirm that the building does not require a fire alarm due to the size, height, egress and occupancy.

Mayor Truppman will bring back a consideration to add a fire alarm and smoke detectors to Village Hall.

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#### 15.a.3 Village Hall address

Manager Ragoonan provided the background to provide for a different address for the log cabin and Village Hall as both are currently using 640 NE 114th Street.

After discussion, motion made by Commissioner Ross to designate Village Hall as 600 NE 114th Street and it is seconded by Vice Mayor Coviello.

All in favor: Mayor Truppman, Vice Mayor Coviello, Commissioner Johnson-Sardella, Commissioner Ross and Commissioner Tudor.

Opposed: None

Motion carries: 5/0

#### 15.a.4 Recruitment update

Manager Ragoonan provided a status on the open positions.

On the Police Chief position, Manager looks to have the Commission ratify the selection of the members of the Resident Review Committee, where each Commissioner appointed a member along with appointments of the Manager.

Attorney Hearn provided clarification to Commissioner Johnson-Sardella's concern that this Committee was not procedurally created correctly.

After discussion, Commissioner Ross makes a motion to ratify the appointments to the Board and to proceed with the process. It is seconded by Vice Mayor Coviello.

All in favor: Mayor Truppman, Vice Mayor Coviello, Commissioner Johnson-Sardella, Commissioner Ross and Commissioner Tudor.

Opposed: None

Motion carries: 5/0

#### 15.a.5-9 Department Updates

Manager Ragoonan provided a status on each departments through the agenda backup and asked the Commission if they had any questions and there were none.

## 16 Announcements

Thursday, February 9th - Public Art Advisory Board at 6:00pm.  
Monday, February 13th - Code Compliance Board at 7:00pm  
Monday, February 13th - Biscayne Park Foundation at 7:00pm  
Wednesday, February 15th - Parks & Parkway Advisory Board at 6:00pm  
Monday, February 20th - All Village departments are closed for President's Day  
Tuesday, February 21st - Planning & Zoning Board at 6:30pm  
Saturday, March 4th - Food & Tunes St Patrick's Day at 6:00pm  
Monday, March 6th - Planning & Zoning Board at 6:30pm

The next regular Commission Meeting is Tuesday, March 7th at 7:00pm.

**17 Adjournment**

The meeting was adjourned at 11:02pm.

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Commission approved on April 4, 2017.

Attest:

  
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Tracy Truppin, Mayor

  
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Marlen Martell, Village Clerk