



**VILLAGE OF BISCAYNE PARK**  
**640 NE 114TH STREET**  
**BISCAYNE PARK, FL 33161**  
**TEL: 305 899 8000 FAX: 305 891 7241**  
**www.biscayneparkfl.gov**

Mayor and Commission

Noah Jacobs  
Mayor

Robert "Bob" Anderson  
Vice Mayor

Bryan Cooper  
Commissioner

Roxanna Ross  
Commissioner

Commissioner Watts  
Commissioner

Maria C. Camara  
Interim Village Manager

John J. Hearn  
Village Attorney

**MINUTES**  
**SPECIAL COMMISSION MEETING**  
**Ed Burke Recreation Center - 11400 NE 9th Court**  
**Biscayne Park, FL 33161**  
**Wednesday, November 20, 2013 6:30PM**

**1 Call to Order**

Mayor Noah Jacobs called the meeting to order at 6:36pm.

**2 Roll Call**

Mayor Noah Jacobs - present  
Vice Mayor Bryan Cooper - absent  
Commissioner Bob Anderson - present  
Commissioner Roxanna Ross - present  
Commissioner Barbara Watts - absent

Present from staff were:

Interim Village Manager Maria C. Camara  
Village Attorney Eve Boutsis  
Assistant to the Manager/Public Services Director Candido Sosa-Cruz  
Finance Director Irwin Williams  
Assistant Public Works Director Cesar Hernandez

**3 Pledge of Allegiance**

**4 Presentations**

< None >

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

Commissioner Ross asks to add Commissioner comments at the end.

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

< None >

**7 Ordinances - SECOND READING**

7.a **Ordinance 2013-11**

AN ORDINANCE OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **ESTABLISHING THE 2012-2013 MILLAGE RATE AT 9.70 MILS** FOR EACH \$1,000 OF ASSESSED VALUATION UPON REAL AND PERSONAL PROPERTY WITHIN THE VILLAGE LIMITS OF THE VILLAGE OF BISCAYNE PARK; PROVIDING FOR AN EFFECTIVE DATE

Mayor Jacobs read the title.

Mayor Jacobs opened the meeting to public comment on the ordinance.

Linda Dillon: Concerned where we were going to get the money for the additional advertising of the ordinance.

Commissioner Ross makes a motion to approve Ordinance 2013-11 and it is seconded by Vice Mayor Anderson.

All in favor: Vice Mayor Anderson and Commissioner Ross

Opposed: Mayor Jacobs

Motion carries: 2/1

7.b **Ordinance 2013-12**

AN ORDINANCE OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **ADOPTING A BUDGET FOR FISCAL YEAR 2013-2014 FOR THE VILLAGE OF BISCAYNE PARK, FLORIDA;** PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

Mayor Jacobs read the title.

Mayor Jacobs opened the meeting to public comment on the ordinance.

Fred Jonas: Anyone who votes against this needs to express a viable alternative. In your discussion, please make clear the alternatives or something that amounts to something.

Commissioner Ross makes a motion to approve Ordinance 2013-11 and it is seconded by Vice Mayor Anderson.

All in favor: Vice Mayor Anderson and Commissioner Ross

Opposed: Mayor Jacobs

Motion carries: 2/1

**8 Resolutions**

8.a **Resolution 2013-67**

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **AUTHORIZING THE MAYOR TO EXECUTE THE EMPLOYMENT AGREEMENT BETWEEN THE VILLAGE OF BISCAYNE PARK AND HEIDI SHAFRAN** APPOINTING HEIDI SHAFRAN AS VILLAGE MANAGER OF THE VILLAGE OF BISCAYNE PARK, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE

Mayor Jacobs read the title.

Attorney Boutsis provided the background and a summary of the edits provided by Ms. Shafran.

Commissioner Ross makes a motion to approve Resolution 2013-67 after discussion and approval of changes. It is seconded by Commissioner Anderson.

Commissioner Ross: Comfortable with three year term and then an automatic renewal. Changes to A are acceptable.

There is consensus on item 2A.

Commissioner Ross: On probationary period, important to have one. The edit provides for payout of all vacation, all sick if terminated. Don't want to have a liability of payout should it not work out.

Ms. Shafran: Taking a risk to come here. Looking for commitment from both sides to making it work. If not providing for full compensation of what is allowed by Florida statutes, asking for something.

Vice Mayor Anderson: Understands the concern. But everyone hired in Biscayne Park goes through a probationary period. Hopefully we hire no one that is going to fail, in any department, but looking to protect taxpayers of Biscayne Park.

Mayor Jacobs: Suggest accruals start at day 91. This would be a happy medium.

Commissioner Ross: Agrees. We want to create sustainability. Use of the phrase probably does sound non-committal, but looking to protect the Village. Also looks to phase in payout.

Section 2B is tentatively stricken.

Commissioner Ross: On section 5B, proposes that at day 91, two week severance. Then after 6 months, four weeks, then one week per year.

There is consensus.

Ms. Shafran is acceptable.

On 5C, there is consensus to accept the changes submitted.

Vice Mayor Anderson: Looks for consistency if changing to 60 days in this section, then change to 60 days on 5B.

Mayor Jacobs: Should be able to recoup if they do not abide by 60 days. Provide for a forfeiture of payout. For early termination of 30 days or less, forfeit 50% of payout.

Ms. Shafran accepts and there is consensus.

Ms. Shafran points out that the previous Manager was provided with reimbursement of the 3% employee FRS contribution. Would ask for the same or at least \$250 towards the premium for family health insurance.

Neither request was accepted and Commissioner Ross explains that the 3% FRS reimbursement for the prior Manager was done in lieu of a raise.

Commissioner Ross renews her original motion to approve Resolution 2013-67 with the changes that have been approved. It is seconded by Mayor Jacobs.

All in favor: Mayor Jacobs, Vice Mayor Anderson and Commissioner Ross

Opposed: None

Motion carries: 3/0

#### **14 Final Public Comment**

Janey Anderson: Welcomes Heidi. Did not agree with putting a penalty for not giving full 60 days if the Manager leaves. If Manager Garcia had stayed full 90 days, payout would have been much higher.

Chester Morris: Welcomes Heidi. Expressed his opposition of spending money for the mural. Expressed his concern that some commissioners are frequently absent to meetings and events, such as today's meeting when the Manager's contract is being discussed.

Chuck Ross: Congratulations Heidi. Did a good job negotiating. If termination period extends to new year, you may want to consider this. Look forward to working with new manager.

#### Commissioner comments:

Commissioner Ross: In response to Doc Morris' comments, had previously proposed to have an expense reimbursement for all Commissioners and to get paid when they do work for the Village. Look to have that discussion again. Thanks everyone for their faith in me these past four years as both your Mayor and now Commissioner. Have taken this job very seriously and do a lot of research on items that come before us. Try to compromise when I can, but try to make best decision for the Village.

Vice Mayor Anderson: Welcomes new Manager. Doc Morris is correct. Only in the last five years we have had Commissioners not being involved. Something needs to be done. Maybe elected officials should have probationary period. If you want to sit up here, be involved. On November 25th there will be a Meet the Candidates event. Urges all to come out. Urges everyone to vote. Break the apathy cycle.

Mayor Jacobs: Welcomes Heidi. It has been an interesting two years. It has been wonderful representing the Commission as Mayor and look forward to continuing. Our community is wonderful and challenging. Encourage all to attend Meet the Candidates. Encourage participation from all corners of the park. Look forward to new administrative leadership.

**Announcements**

All public meetings are held at the Ed Burke Recreation Center,  
11400 NE 9th Court, Biscayne Park.

Friday, November 22nd - 80th Anniversary Art/Music Celebration from 6:00pm to  
10:00pm

Saturday, November 23rd - Art Exhibition and Staff Football Game starting at  
10:00am

Monday, November 25th - Meet the Candidates at 7:00pm

Thursday, November 28th - All Village Departments are closed for Thanksgiving

Friday, November 29th - Village Hall is closed. Public Works is operational.

Monday, December 2nd - Planning & Zoning Board at 6:30pm

Tuesday, December 3rd - Biscayne Park Election from 7:00am to 7:00pm

Thursday, December 5th - Recreation Advisory Board at 7:00pm

Our next regular Commission meeting is Tuesday, December 10, 2013 at 7:00pm.

**Adjournment**

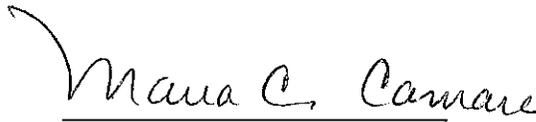
The meeting was adjourned at 8:10pm.

Commission approved on January 7, 2014.

Attest:



David Coviello, Mayor



Maria Camara, Village Clerk