



**MINUTES**  
**REGULAR COMMISSION MEETING**  
**Log Cabin - 640 NE 114th Street**  
**Biscayne Park, FL 33161**  
**Tuesday, April 4, 2017 at 7:00pm**

**1 Call to Order**

Mayor Tracy Truppman called the meeting to order at 7:04pm.

**2 Roll Call**

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

Present from staff were:

Interim Village Manager Krishan Manners  
Village Clerk Marlen D. Martell  
Village Attorney Andrew Dunkiel  
Interim Police Chief Nicholas Wollschlager  
Public Works Manager Mario Matos

**3 Pledge of Allegiance**

**4 Presentations**

**4.a Resolution 2017-17**

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA; **CANVASSING RETURNS AND CERTIFYING THE RESULTS OF THE SPECIAL ELECTION OF THE VILLAGE OF BISCAYNE PARK, MIAMI-DADE COUNTY, FLORIDA, HELD MARCH 28, 2017**, DESIGNATED THE PERSON SELECTED TO OFFICE AND LENGTH OF TERMS; PROVIDING FOR AN EFFECTIVE DATE

Commissioner Ross made a motion to approve Resolution 2017-17, seconded by Commissioner Johnson-Sardella.

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

Opposed: None

Motion carries: 4/0

- 4.b Installation of Commissioner Elect. Judge Lisa Walsh read the Oath of Office swearing in Commissioner Elect Harvey Bilt.

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*Commission agreed to nominate Commissioner Johnson-Sardella as Vice Mayor for the next six months.*

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- 4.c Interim Police Chief Wollschlager introduced Reserve Officer Juan Valiente, Reserve Officer Shaun VanBeber and Officer Pedro (Pete) Dominguez. Also presented statistics demonstrating positive improvements in the areas of citing traffic violators and general safety in the Village.

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

Vice Mayor Johnson-Sardella removed item 12.c from the agenda.

Commissioner Bilt pulled from the consent agenda items 8.c, 8.d and 8.e.

Mayor Truppman added item 11.d Timeline Update on Village Manager hiring process and 11e. Distribution of tickets to attend the Pelican Harbor Event

Commissioner Bilt made a motion to accept the changes to the agenda. Motion seconded by Commissioner Tudor.

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

Opposed: None

Motion carries: 5/0

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

Doc Morris: Congratulated Commissioner Bilt. Thanked the Commissioners for being appointed to the Resident Review Committee assisting in the search for a Village Manager. The Chairman did a great job and four candidates were chosen. Recommended to make the Interim Police Chief permanent.

Dan Samaria: Congratulation to Commissioner Bilt for winning the election last week and open to work with the Commissioners. Met lots of residents on the campaign trail, but disappointed by the low turn out. Recommended to place signs for the residents advising when elections are taking place. Now that a full commission has been elected it is time to put the needs of the Village first and hire a Chief and a Manager.

Bob Anderson: Was glad that item 12.a was coming before the Commissioners to discuss the rotation of check signing.

Fred Jonas: Items 11.b and 11.c are good boards to start, but this situation is a good idea, but nobody wants to do the work themselves. Everyone wants a dog park but not next to their homes.

6.a Response to prior public comments and inquires.

Mayor Truppman agreed with the need to advertise elections. Vice Mayor Johnson-Sardella agreed the signs needed to be neutral. Commissioner Ross stated that now that the elections have been changed to November voter turnout will be greater.

**7 Information / Updates - None**

**8 Consent Agenda**

Commissioner Ross made a motion to accept the balance of the consent agenda, seconded by Vice Mayor Johnson-Sardella.

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

Opposed: None

Motion carries: 5/0

8.a Approval of Minutes

February 8, 2017 Regular Commission Meeting

March 7, 2017 Regular Commission Meeting

March 10, 2017 Special Commission Meeting

March 16, 2017 Special Commission Meeting

8.b Acceptance of Board Minutes

Code Compliance Board - November 14, 2016

Code Compliance Board - January 9, 2017

Code Compliance Board - February 13, 2017

Biscayne Park Foundation - February 13, 2017

Planning & Zoning Board - March 6, 2017

Planning & Zoning Board - March 20, 2017

Code Compliance Board - March 13, 2017

8.c Resolution 2017-18

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA , **AUTHORIZING THE MAYOR TO EXECUTE THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE VILLAGE OF BISCAYNE PARK AND MARIA C. CAMARA,** FOR THE PROVISION OF MUNICIPAL CONSULTING, PROVIDING FOR AN EFFECTIVE DATE

Vice Mayor Johnson-Sardella made a motion to approve Resolution 2017-18.

Seconded by Commissioner Ross.

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

Opposed: None

Motion carries: 5/0

8.d Resolution 2017-19

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, **AUTHORIZING THE APPROPRIATE VILLAGE OFFICIALS TO EXECUTE THE AMENDMENT TO AGREEMENT TO SERVE AS TEMPORARY INTERIM CHIEF OF POLICE BETWEEN THE VILLAGE AND NICK WOLLSCHLAGER**; PROVIDING FOR AN EFFECTIVE DATE

Vice Mayor Johnson-Sardella made a motion to approve Resolution 2017-19. Seconded by Commissioner Ross.

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

Opposed: None

Motion carries: 5/0

Commissioner Bilt made a motion to authorize the Interim Village Manager to continue the selection process for a Chief of Police. Vice Mayor Johnson-Sardella seconded the motion for discussion. No further action was taken.

8.e Resolution 2017-20

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, RELATING TO CONTRACTS; **AUTHORIZING THE INTERIM VILLAGE MANAGER TO EXECUTE THE AGREEMENT FOR PROFESSIONAL SUPPORT SERVICES BETWEEN THE VILLAGE AND THE FIRM OF BEATRICE GALEANO-YERA, P.A. MUNICIPAL ACCOUNTING SERVICES**; PROVIDING FOR AN EFFECTIVE DATE.

Commissioner Ross motioned to approve Resolution 2017-20 with changes to item 4 of the contract from shall to may. Seconded by Commissioner Tudor.

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

Opposed: None

Motion carries: 5/0

9 Ordinance

*None*

10 Resolutions

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*Mayor and Commissioners received ballots to cast their selection for members to be appointed to the Planning & Zoning and Code Compliance Board.*

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*Mayor Truppman called for a recess to tally the results for the appointment to the Planning & Zoning Board and Code Compliance Board. Meeting resumed at 8:20pm.*

*Meeting resumed at 8:30pm.*

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10.a **Resolution 2017-21**

A 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 AND ZONING BOARD;** PROVIDING FOR AN EFFECTIVE DATE

Elizabeth Hornbuckle and Andrew Olis were reappointed as Planning & Zoning Board members. Karim Alhagri and Jared Susi were selected as alternate members for the Planning and Zoning Board.

Commissioner Ross motioned to approve Resolution 2017-21, seconded by Commissioner Bilt.

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

Opposed: None

Motion carries: 5/0

10.b **Resolution 2017-22**

A 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

Janey Anderson, Linda Dillon and Arthur Pyle were appointed as members to the Code Compliance Board and Brian McNoldy is the alternate member.

Commissioner Ross motioned to approve Resolution 2017-22, seconded by Commissioner Bilt.

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

Opposed: None

Motion carries: 5/0

**11 Old Business**

11.a Drafted language regarding landscaping for new builds.

This item was discussed at length and Mayor Truppman stated it would be addressed at the resident forum on May 6, 2017.

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

Commissioner Tudor recommended to create a Public Safety Advisory Board that would identify safety issues in the Village.

Commissioner Ross stated that in order to create a new board a feasibility study was required according to the code and that was cumbersome on staff.

Commissioner Bilt motioned to create the Public Safety Advisory Board, seconded by Commissioner Tudor.

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

Opposed: Commissioner Ross

Motion carries: 4/1

11.c Establishing a Grant Writing Advisory Board - As requested by Commissioner Tudor

Commissioner Ross stated it would be hard to staff and current boards do not have sufficient members.

Commissioner Bilt made a motion to create a Grant Writing Board, seconded by Commissioner Tudor.

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

Opposed: Commissioner Ross

Motion carries: 4/1

11.d Timeline update on search for Village Manager.

Village Clerk Martell provided the Commissioners with the Village Manager selection by the Resident Review Committee and Miami Dade City and County Managers Association. The Commission was satisfied with the hiring progress of the Interim Village Manager and made the following changes to the Village Manager selection process. On Wednesday, April 19th the Commissioners at the Special Commission Meeting at 6:30pm will narrow the select to three candidates. On Thursday, April 27th the Commissioners will have one-on-one interviews with the three candidates during the day and at 6:00pm a Meet and Greet with the residents. The final candidate will be announced at the regularly scheduled Commission meeting of May 2, 2017.

## 11.e Pelican Harbor Event

The Commissioners discussed the distribution of the five tickets and who would be attending the event. The Mayor and guest, Vice Mayor Johnson-Sardella and guest and Interim Village Manager were selected to attend.

## 12 New Business

### 12.a Check signing - Updating signatory obligation and procedures - As requested by Commission Ross

Commissioner Ross suggested that everyone on the Commission should have the opportunity to review invoices and sign checks. Establishing a rotating system. The commissioners recommended to combine the Vice Mayor six months term with the rotation of the check signing, allowing the Mayor to be placed on each rotation cycle for two months out of the Vice Mayor's six months appointment. In addition, if the Mayor and Vice Mayor are not available one of the other Commissioners could sign as well.

Commissioner Ross made a motion to draft and adopt the rotation system as amended, seconded by Vice Mayor Johnson-Sardella.

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

Opposed: None

Motion carries: 5/0

### 12.b Discussion on driveways - As requested by Commissioner Ross

Public Works Manager Matos explained that there were 62 properties that did not have driveways. He also explained that parking on the medians was a police and code enforcement issue depending on the circumstances based on proper signage.

The Commission directed staff to enforce proper parking regulations except for the 62 properties previously mentioned. If the property has a driveway, residents should not be parking elsewhere and should receive a courtesy notice or citation if they are not utilizing their driveway to park their vehicles.

This item will also be a topic of further discussed at the May 6th meeting held by the Mayor.

Vice Mayor Johnson-Sardella made a motion to enforce the Driveway Ordinance except for the 62 properties, seconded by Commissioner Bilt.

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

Opposed: None

Motion carries: 5/0

**13 Request for placement of items on next meeting agenda**

Commissioner Ross recommended to place on the agenda a Draft of the Sanitation Budget and Property Appraisal Annual Fee

**14 Reports**

14.a Village Manager: Has been in contact with the consultants working on the 14/15 CAFR and the projected completion date is the end of April. The approval of Ms. Galeano's contract tonight is a huge part of solving the financial issues and CAFR delays. In addition, concerns related to the Parks and Recreation event issues are being addressed along with the hiring of an Interim Parks and Recreation Director. Public Works will be making a few cosmetic improvements to city facilities. Also, pricing a flatbed truck that was already budgeted.

14.b Village Attorney - None

14.c No board reports.

14.d No Commission reports.

**15 Announcements**

Monday, April 3rd - Planning & Zoning at 6:30pm  
Saturday, April 8th - Relay for Life from 4:00pm to 10:00pm  
Monday, April 10th - Code Compliance Board at 7:00pm  
Monday, April 17th - Planning & Zoning at 6:30pm  
Saturday, April 22th - Earth Day Celebration  
Monday, May 1st - Planning & Zoning at 6:30pm

The next regular Commission Meeting is Tuesday, May 2, 2017 at 7:00pm.

**16 Adjournment**

Motion to adjourn made by Vice Mayor Johnson-Sardella, seconded by Commissioner Bilt. None opposed.

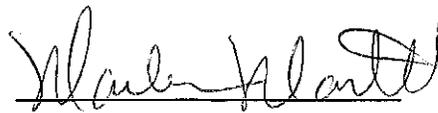
The meeting was adjourned at 10:50pm.

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Commission approved on May 2, 2017.

Attest:

  
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Tracy Truppman, Mayor

  
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Marlen Martell, Village Clerk