



VILLAGE OF BISCAYNE PARK

Regular Commission Meeting
Log Cabin – 640 NE 114th Street
Biscayne Park, FL 33161

Tuesday, October 3, 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
Chief Nicholas Wollschlager

REGULAR COMMISSION MEETING MINUTES

ROLL CALL OF THE CITY OFFICIALS:

The meeting was called to order at 7:00pm 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 was on his way. Additional staff in attendance were: Village Manager Krishan Manners; Village Attorney John Hearn; Village Clerk Marlen D. Martell and Police Chief Nicholas Wollschlager.

PLEDGE OF ALLEGIANCE: led by Mayor and Commissioners.

Mayor Truppman requested for everyone to stand for a moment of silence in memory of the victims, their families and those having to witness violent crimes in Las Vegas and throughout our nation.

PRESENTATIONS:

Proclamation – October is Breast Cancer Awareness Month honoring those that have lost their lives to cancer, the ones fighting it and the survivors that due to awareness and screening are alive to tell their story.

Proclamation – October 23-31, 2017 is Red Ribbon Week is a reminder to “Say No to Drugs,” this is a daily battle to keep our future drug-free.

Manager Manners reported on the progress of debris removal throughout the Village. The collaboration among village staff, officers and residents.

Regular Commission Meeting
October 3, 2017

FEMA representatives Michael Bailey and Catherine Santana Anderson were present to offer information and guidance to those seeking public assistance. In addition, FEMA has specialist available to meet with residents to address their concerns. This information can be disseminated at an event, workshop, etc...

ADDITIONS, DELETIONS OR WITHDRAWALS TO THE AGENDA:

Two items were added to the agenda: Presentation by FEMA agents and the six month performance review of the Village Manager. Removed from consent agenda was item 8.d Signing a letter supporting the U.S. Treasury Sanctions imposed on Venezuelan President Nicolas Maduro

PUBLIC COMMENT

Mayor Truppmann opened the meeting for **Public Comment**.

The following person(s) made comments on the record:

Dan Samaria

PUBLIC COMMENT CLOSED

INFORMATION UPDATES/FINANCIALS:

The RFP process was completed and the Village received two proposals, one from Brown and Associates and the second from Alberni Caballero & Fierman, LLP. The review committee consisted of the Finance Director and the Village Manager. The recommendation of the review committee was first based on technical skills, qualifications and finally cost. The review committee felt both companies were qualified, but one proposal by a small margin had stronger technical skills. Therefore, the committee recommends the Commission to award the contract to Alberni Caballero & Fierman, LLP.

Commissioner Bilt made a motion to draft and adopt a resolution based on negotiating the contract according to the specifications in the RFP, motion seconded by Vice Mayor Johnson-Sardella. **MOTION PASSED 5-0.**

CONSENT AGENDA:

Approval of Regular Commission Meeting minutes of August 1, 2017.

Acceptance of Board Minutes:

Code Compliance Board, July 10, 2017

Planning & Zoning, July 17, 2017

Planning & Zoning, August 7, 2017

Planning & Zoning, August 21, 2017

Planning & Zoning, September 5, 2017

Resolution 2017-47

A resolution of the Village Commission of the Village of Biscayne Park, Florida declaring village vehicle as surplus property and granting the Village Manager authorization to sell said surplus through bidera auctions; providing for an effective date

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

8.d

Commission Bilt requested to pull from the consent agenda item 8.d signing a letter supporting the U.S. Department of Treasury Sanctions imposed on Venezuelan President Nicolas Maduro brought forth by Commissioner Ross. He was not in support of a letter that was not a direct legislative item impacting the Village.

Vice Mayor Johnson-Sardella read a few typographic changes and was uncomfortable with language which mentioned to grant temporary protected status.

Commissioner Ross conceded to the changes and motioned for approval as amended, seconded by Commissioner Tudor. **MOTION PASSED 4-1**, with Commissioner Bilt opposed.

The Commission discussed board appointments for the safety advisory board. They decided to postpone this item until the required number of members had applied in order to create the board.

ORDINANCES – NONE

RESOLUTIONS:

Resolution 2017-48

A resolution of the Mayor and Village Commission of the Village of Biscayne Park, Florida, ratifying an agreement between the Village of Biscayne Park and BcPeabody, Inc. for disaster debris monitoring services; providing for an effective date

Commissioner Ross motioned for approval, seconded by Commissioner Tudor. **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 Commission gave direction to the Village Attorney to draft additional approved language and submit at the next Commission meeting.

1. New dwelling construction and renovations that increase the square footage of a residential structure by 25% or more requires the development of an off-street driveway;

2. Up to 40% of the swale area may be developed for parking. The 40% includes any driveway approach.

3. Other than the driveway approach on the swale, any other development of the swale for parking must be pervious.

4. Any material on the swale area used for parking must be compatible/harmonious with any driveway on the property.

5. Existing, non-conforming parking services on the swale may be allowed to remain as non-conforming structure/use until 50% or more of surface requires repair (applies whether or not expressly permitted). That resulted in conversations with staff that they do not have accurate records concerning that.

Consensus: Keep swale parking as long as it is not 50% deteriorated and does not create safety or sideline issues and is well maintained.

(1) Existing developed swale parking surface is constructed of concrete, pavers, brick, asphalt, gravel, or turf block; and

(2) Swale-only parking provides sufficient parking surface to meet parking needs of the current resident's vehicles; and

(3) Existing parking surface on the developed swale is not beyond fifty percent (50%) deterioration; and

(4) Parking on the swale does not create sight line or other road safety issues.

Commissioner Ross withdrew from the meeting at 8:25pm.

6. Provide abutting property owners rights/obligations concerning swale parking. Add preferential rights or flexibility or discretion.

7. Agreed to keep special exception provisions for those properties where due to the unusual nature of property makes off-street parking impractical. Decision made by Special Magistrate

8. Allows parking in swale during national holidays and allows for a permitting process to park in swale during special events (i.e., birthdays). Median prohibited under 5.6.5, but in practice median parking is allowed through special event permit and village events.

9. Removed requirements providing a maximum number of vehicles allowed in residential areas.

10. Provided corner side yard clarification. Vehicles parked shall not exceed 40% of the front yard or corner side yard, if applicable, but not both.

11. Distinguish landscape rocks from allowable gravel surface. The approach should be the same material as the driveway.

12. Deleted minimum setback for renovations increasing square footage of off-street parking surface by 25% or more. Kept requirement for all new parking surfaces to be no closer than 30 inches.

13. Whether to allow 12 months from the date of enactment of this ordinance to install approved parking surfaces on all properties that do not have either a conforming or existing non-conforming parking surface prior to enforcement.

14. Ribbon driveways are allowed with the same material as the driveway.

The direction of the Commission was to bring back as much as had been agreed upon.

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 Truppmann
The purpose of this discussion item is to have the Commission work in collaboration with the Village Administration to expand the scope, quality, and accuracy of information provided to our residents in order to improve the Village's overall level of communication. Since the Village cannot afford a designated communication department, the Commission and Village Administration need to explore efficient and cost-effective methods to improve communication and transparency through timely dissemination of items relevant to our residents.

During the budget process \$7,000.00 was allocated for website improvements. Communication and dissemination of information to the residents continues to be a challenge. The hurricane was an example of the inability to communicate current information creating frustration and confusion which was encountered by staff and residents. To alleviate this situation in the future a number of ideas, preventative measures and strategies are being considered such as; designating public facilities as communication hubs, encouraging property owners to sign up to receive notifications through e-blast, weekly reports and public safety updates are being provided, improving services, proactively searching broadcasting opportunities and text message alerts. These are just a few examples of ideas being considered to assist with improving communications and transparency for Village residents.

Commissioner Tudor mentioned the challenges when modern communication devices are not working. He recommended a form of outreach by dividing the Village into five zones, one per Commissioner and in this manner information would reach residents throughout the Village. Also, he has reached out and will meet with Everbridge a company which will text notifications/alerts to the residents. An additional form of communication would be to use a public radio station, which have been identified and our Clerk may have information.

Village Clerk mentioned a meeting that took place where a number of cities such as North Miami Beach, Aventura, Sunny Isles have public radio stations and that is a possible tool the Village could tap into. Partnering with other municipalities to improve communication for our residents.

FLC Annual Conference Report - Commissioner Ross was not present to report on the conference. Therefore, the item was tabled to the next Regular Commission Meeting.

Discussion regarding the renewal of our lobbyist David Caserta's contract expiring on October 31, 2017. The Village Manager stated he has an annual contract of \$20,000.00. Mr. Caserta requested an additional \$2,500.00 annually for expenses. The Village Manager recommended to the Commission to approve the contract with the amendment. The additional expense would be transferred from the line item designated for pre-employment background process. ~~Commissioner Bilt motioned to draft and adopt David Caserta's contract with the amended amount of \$2,500.00 yearly, seconded by Commissioner Tudor. MOTION PASSED 4-0.~~ Commissioner Bilt motioned to draft and adopt David Caserta's contract with the amended amount of \$20,000.00 plus \$2,500.00 yearly, seconded by Commissioner Tudor. **MOTION PASSED 4-0.**

The Village Manager six month performance evaluation process was discussed. The consensus was for the Manager to meet independently with each Commissioner and place the item at next month's Regular Commission meeting for final resolution.

REQUEST FOR PLACEMENT OF ITEMS ON NEXT MEETING AGENDA

Through general consensus a member of the Commission may request an item be placed on the next agenda for discussion (New Business) or as a Resolution/Ordinance.

Continued discussion on driveway ordinance

Discussion on Construction Ordinance

Forwarded items:

13.b FLC Annual Conference report and

13.d Six month performance evaluation of Village Manager

The Village Manager recommended to change banks. The Commission directed the Manager to bring this agenda item for the November Meeting.

REPORTS:

Village Attorney had a productive and welcoming meeting with the City Manager of the City of North Miami to create an Interlocal Agreement.

ANNOUNCEMENTS:

Monday, October 9th - Village Depts. Closed for Columbus Day

Wednesday, October 11th - Public Art Advisory Board at 6:00pm

Saturday, October 14th - Food & Tunes Oktoberfest at Rec. Center (CANCELLED)

Monday, October 16th - Planning & Zoning Board at 6:30pm

Thursday, October 19th - Park & Parkways, at 7:00pm

Monday, October 23rd - Code Compliance at 7:00pm

Monday, November 6th - Planning & Zoning at 6:30pm

NEXT REGULAR VILLAGE COMMISSION MEETING is scheduled for Tuesday, November 7, 2017.

ADJOURNMENT

With no further items for discussion, meeting adjourned at 10:12 PM. Vice Mayor Johnson-Sardella motioned for adjournment, seconded by Commissioner Tudor. MOTION PASSED 4-0.

Commission approved on: - 11/7/17

ATTEST:

(SEAL)



Tracy Truppmann, Mayor



Marlen D. Martell, Village Clerk