

**VILLAGE OF PALMETTO BAY, FLORIDA
MINUTES OF THE THURSDAY, AUGUST 28, 2003
SPECIAL MEETING OF THE VILLAGE COUNCIL**

DEERING ESTATE VISITOR CENTER
16701 SOUTHWEST 72 AVENUE
PALMETTO BAY, FLORIDA

- I. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE:** Mayor Flinn called the meeting to order at 7:00 p.m. The following members of the Village Council were present:

Mayor Eugene P. Flinn, Jr.
Councilmember Ed Feller
Councilmember Paul Neidhart
Councilmember John Breder

The following staff members were present:
Village Manager Charles D. Scurr
Village Attorney Earl Gallop
Village Clerk Meighan Pier

Mayor Flinn asked Officer Diaz to lead the pledge of allegiance.

II. PROCLAMATIONS, AWARDS, PRESENTATIONS

- A. Recognition of exceptional service – Police Officer Omar Diaz
Mr. Scurr expressed his pleasure and the public's satisfaction with the efforts of the police.

Lieutenant Scott Dennis reported that on Friday evening at 7 p.m., Officer Diaz responded to a call for assistance at a residence in the neighborhood of S.W. 76 Avenue and 174 Street. When the officer arrived, he found a child experiencing difficulty breathing. Officer Diaz performed CPR and revived the child, who was subsequently airlifted to Miami Children's Hospital.

The mother of the child, Mrs. Curth, expressed her gratitude to Officer Diaz for saving her daughter's life.

Officer Diaz stated that he was grateful for the training he had received and thankful that he was able to assist.

The Mayor and Council provided Officer Diaz with the first Official Commendation given by the Village. Mayor Flinn expressed his gratitude on behalf of the City.

- III. APPROVAL OF MINUTES:** None at this time.

IV. VILLAGE MANAGER'S REPORT

Mr. Scurr explained the three grant applications. He announced that there would be a meeting of the Parks and Recreation Advisory Committee on September 3rd and formal public hearings held on September 8th at 6 p.m. regarding the grant applications.

Mr. Scurr announced that the next Council Meeting is scheduled for September 8th; the Tentative Budget Hearing is scheduled for September 11th; and, a Community Workshop regarding the Palmetto High School Baseball Team's request to utilize Coral Reef Park has been scheduled for September 17th.

Councilmember Feller remarked that the naming of Perrine Park was done for historical purposes, after Dr. Henry Perrine; however, Coral Reef Park was named for the street adjacent to the Park. He opined that Coral Reef Park is a significant recreation area and creates a significant image for the Village. He proposed changing the name of the Park as of October 1st to "Palmetto Bay Park".

Attorney Gallop recommended that Councilmember Feller's proposal be considered at the next regularly scheduled meeting.

Councilmember Feller advised that he would not be present at the September 8th Meeting, but he would agree that the matter should be discussed at that meeting.

Mayor Flinn directed staff to schedule the matter.

V. VILLAGE ATTORNEY'S REPORT: A report was not offered at this time.

VI. BOARD AND COMMITTEE REPORTS: There were no Board and Committee reports.

VII. CONSENT AGENDA: There were no items scheduled under the Consent Agenda.

VIII. RESOLUTIONS

A. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO THE PURCHASE OF VEHICLES; AUTHORIZING THE VILLAGE MANAGER TO ISSUE PURCHASE ORDERS FOR THE PURCHASE OF TRUCKS FROM BLAKE CHEVROLET PURSUANT TO VILLAGE OF PALMETTO BAY INVITATION TO BID NUMBER 2003-100, IN THE AMOUNT OF \$153,000; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

Ron Williams, Director of Public Works, reported that the Village would be purchasing five pickup trucks and one utility vehicle (three of which would be used by Public Works, one by Community Services and one "pool" vehicle). He advised that the matter was formally bid and upon opening, two bidders were responsive with Blake Chevrolet being the lowest price for the value. He provided specifications on each vehicle.

A Motion to adopt the Resolution was made by Councilmember Feller. Seconded by Councilmember Neidhart. All voted in favor (4-0). Resolution 03-68 was adopted.

- B. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO OFFICE SPACE, AUTHORIZING THE VILLAGE MANAGER TO MAKE AN AMENDMENT TO THE LEASE AGREEMENT AT 8950 SW 152nd STREET BY ADDING AN ADDITIONAL 3,734 SQUARE FEET AT A COST OF \$17 PER SQUARE FOOT; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Williams reported that the expansion of the lease agreement for Village Hall was necessary for inclusion of the Police Department. He noted that the landlord would be performing the build-out (with amortization) and the Building Department would be relocated to allow the Police Department to provide front door access. He advised that the cost per square foot would be the current rate.

Following discussion, Councilmember Breder moved to adopt. Seconded by Councilmember Neidhart. All voted in favor (4-0). Resolution 03-69 was adopted.

- C. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO PROFESSIONAL SERVICES; APPROVING THE QUALIFICATION OF FIRMS TO PROVIDE GENERAL ENGINEERING, TRAFFIC ENGINEERING, ARCHITECTURAL, AND URBAN PLANNING SERVICES TO THE VILLAGE; AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO CONTRACT NEGOTIATIONS WITH KIMLEY-HORN & ASSOCIATES, MARLIN ENGINEERING, INC., THE CORRADINO GROUP, BERMELLO ADJAMIL & PARTNERS, WOLFBERG ALVAREZ & ASSOCIATES, CIVIL WORKS, INC., AND EAC CONSULTING, INC.; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Scurr advised that the Village had advertised for a Request for Qualifications for Professional Services. He noted that staff requests that the Council authorize him to begin negotiations for the series of professional contracts. He stated that each contract would return for Council approval.

Mr. Williams explained how the bid process was undertaken. He noted that the selection committee conducted interviews, asking the same questions in the categories to each firms. He noted that some firms were represented in multiple categories as the City had asked the applicants to point out how they would like to be categorized.

Following discussion, Councilmember Neidhart moved to adopt the Resolution. Seconded by Councilmember Breder. All voted in favor. Resolution 03-70 was adopted.

- D. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO CONTRACTS; APPROVING THE SELECTION OF TIP TOP ENTERPRISES, INC. TO PROVIDE GENERAL CONSTRUCTION SERVICES AS NECESSARY; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE A CONTRACT WITH THE SOLE BIDDER; AND PROVIDING AN EFFECTIVE DATE.

Mrs. Olga Cadaval, Assistant to the Village Manager, explained the item, noting that while the Village had prepared a Request for Qualifications, only one bidder responded, Tip Top Enterprises, Inc. She explained that the Village would solicit companies for smaller projects, such as plumbing services.

Mayor Flinn asked why there was a low turnout for bids.

Mr. Scurr opined that small companies may be hesitant to work with government due to the paperwork involved. He explained that for projects under \$5K, staff would seek a minimum of three bids prior to awarding those projects.

Councilmember Feller asked Mr. Williams to provide information with regard to the sole bidder's qualifications.

Mr. Williams noted that Tip Top was a local contractor and is well-able to perform the tasks anticipated. He recommended approval.

Mr. Scurr noted that the company has done significant work with several municipalities, including Pinecrest.

A Motion to adopt the Resolution was made by Councilmember Feller. Seconded by Councilmember Breder. The Motion passed (3-1) (Mayor Flinn opposing same). Resolution 03-71 was adopted.

- E. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO CONTRACTS; APPROVING THE SELECTION OF TIP TOP ENTERPRISES, INC. TO PROVIDE PARKS MAINTENANCE SERVICES TO THE VILLAGE; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE A CONTRACT; AND PROVIDING AN EFFECTIVE DATE.

Mrs. Cadaval explained the item, noting that three bidders had responded and Tip Top was the lowest responsive bidder.

Mr. Scurr added that specifications were provided for a high level of service to the Parks.

Councilmember Feller asked if initial pruning and trimming was included in the quote, as the initial service would be extensive.

Mrs. Cadaval responded affirmatively, adding that the vendor was required to visit the site and assess the cost.

Following discussion, Councilmember Feller moved to adopt the Resolution. Seconded by Councilmember Neidhart. All voted in favor (4-0). Resolution 03-72 was adopted.

- F. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO CONTRACTS; APPROVING SEPARATE CONTRACTS WITH GORIN COMMUNICATIONS, INC. AND KREPS DEMARIA, INC. TO PROVIDE PUBLIC INFORMATION SERVICES TO THE VILLAGE OF PALMETTO BAY; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE SUCH CONTRACTS ON BEHALF OF THE VILLAGE; AND PROVIDING AN EFFECTIVE DATE.

Mr. Scurr explained the item.

A Motion to adopt the Resolution was made by Councilmember Neidhart. Seconded by Councilmember Breder. All voted in favor (4-0). Resolution 03-73 was adopted.

- G. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO TRANSITIONAL START-UP EXPENSES, AUTHORIZING THE EXPENDITURE OF UP TO \$380,521.00 IN ADDITIONAL TRANSITIONAL START-UP FUNDING; PROVIDING AN EFFECTIVE DATE.

Mr. Scurr explained the item, noting that as of October 1st, the Village will have its own budget; however, the Village had expended approximately \$496,000 from the \$600,000 County funds provided through Interlocal agreements. He explained that the pace of the Village's activity had picked up and staff requests authorizing the expenditure of \$380,521 in order to complete the expenditures for this current fiscal year. He provided detailed expenditures.

Following discussion, Councilmember Breder moved to adopt the proposed Resolution. Seconded by Councilmember Feller. All voted in favor (4-0). Resolution 03-74 was adopted.

IX. RESOLUTIONS REQUIRING PUBLIC HEARING: None at this time.

X. ORDINANCES FOR FIRST READING AND EMERGENCY ORDINANCES:
None at this time.

XI. ORDINANCES FOR SECOND READING AND PUBLIC HEARING: None at this time.

XII. PUBLIC COMMENTS

A. Gabriel Bifano, 7831 SW 156 Street, asked if the Village had performed a cost analysis with regard to using diesel trucks

Mr. Williams and Mr. Scurr responded that an analysis was not done.

Mr. Bifano asked if the owner of Tip Top was a licensed contractor.

Mr. Joe Porter of Tip Top responded that he was.

B. Mr. John McCord, 9300 SW 181 Street, requested a copy of the Surety Bond of the Finance Director. He also requested to be placed on the Agenda to discuss items he had previously forwarded to the Council.

C. Mr. Chuck Latshaw, 8825 SW 178 Terrace, asked if the Police Department would have extended hours when they moved from the Hibiscus office.

Mr. Scurr responded that the hours would be extended and Saturday and Sunday hours included.

D. Mr. Ed Ludovici, 17415 S. Dixie Highway, asked that the website be modified to include an email address of the Police Commander. He also advised of scrivener's errors on the Agenda format.

XIII. MAYOR AND COUNCIL COMMENTS: None at this time.

XIV. OTHER BUSINESS: There were no other items considered.

XV. NEXT MEETING AND ADJOURNMENT

Councilmember Feller moved to adjourn. Seconded by Councilmember Neidhart. All voted in favor. The meeting was adjourned at 8:20 p.m.

Prepared and submitted by:

*Meighan J. Pier
Village Clerk*

*Adopted by the Village Council on
this 7th day of October, 2003.*

Eugene P. Flinn, Jr., Mayor