

**VILLAGE OF PALMETTO BAY
EDUCATIONAL COMPACT ADVISORY COMMITTEE
MINUTES
Wednesday, December 2, 2015
9705 E. Hibiscus Street
Palmetto Bay, Florida 33157**

Attendees:

Members of the Committee: Dr. Sue Buslinger-Clifford, Diane Quick, Erica Watts-Sosa

Members of the Village Council: Mayor Eugene Flinn, Committee Liaison; Councilmember Tim Schaffer, Acting Committee Liaison

Members of the Public: Nancy Lawther, 1st Vice President of Advocacy and Legislation, Miami-Dade County Council for PTA and PTSA; Pamela Shlachtman, Science Department Chair and Advanced Placement Environmental Science Teacher, Miami Palmetto Senior High School

1. Call to Order
 - a. Dr. Buslinger-Clifford calls meeting to order at 6:50 p.m.
2. Approval of Minutes
 - a. Approval of minutes has been moved to the January meeting.
3. Public Comments
 - a. Nancy Lawther (1st Vice President of Advocacy and Legislation, Miami-Dade County Council for PTA and PTSA) provides a legislative update
 - i. Replacement for No Child Left Behind passage is imminent. Lessens the power of the federal government
 - ii. Senate Bill 72 – Bill regarding guns on k-12 campuses appears to be dying and has no House companion
 - iii. Proposal for funding increase (5% per year) has raised questions in the legislature and the proposal does not look as if it will pass this year
 - iv. Charter school legislation to tighten up financial accountability by counties.
Other legislation would rewrite the charter school legislation. Representative Manny Diaz (Hialeah) is proposing a state charter school system. Another bill proposes that municipalities and school boards have the ability to authorize charter schools; constitutionality of this proposal would need to be addressed.
 - v. Constitutional review committee will convene in 2017. Possible proposals include changing the structure of school systems so that they are not set by county; would allow small counties to share school systems and for larger systems to break into smaller districts (community based school districts).
 - b. Pamela Shlachtman, Science Department Chair and Advanced Placement Environmental Science Teacher, Miami Palmetto Senior High School, provides information on the accomplishments of Palmetto High's science students

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- i. Students competing in a wide array of regional, state and national competitions. February is a big month for most competitions.
 - 1. Students participated in regional astronaut challenge and placed within top 3. Will now proceed to state competition at Cape Canaveral. Astronaut challenge involves a space shuttle simulation.
 - 2. Envirothon competition: high school has competed at the national level several times and won state two times
 - 3. Finished third in the Ocean Science Bowl
 - 4. Students can sign up to participate; school encourages 9th grade students to participate so that they can take part for four years
 - 5. Mayor Flinn extended an invitation to have students tour the Village of Palmetto Bay's LEED building. He also suggests that the science program be a source of funding from next year's 5k Color Run

- 4. Pending Items/Updates
 - a. Letter from Committee to Village Council Regarding Support for School Board's Legislative Agenda
 - i. Councilman Schaffer referenced a letter sent by Mr. Mayo regarding the committee's unanimous recommendation to support the School Board's top priorities for the upcoming legislative session. States that the letter does not delineate the agenda. A more detailed letter or attached documentation would be helpful in the process. Dr. Buslinger-Clifford agrees.
 - ii. Dr. Buslinger-Clifford and Ms. Quick state that they have not seen a copy of the letter sent by Mr. Mayo. Committee members were not copied on the email.
 - iii. Dr. Buslinger-Clifford proposes to amend the letter and to include the Miami-Dade County School District 2016 State Legislative Program to ensure that the council has detailed information regarding the issues the committee has chosen to support

- 5. New Business
 - a. Ms. Quick recommends a discussion regarding the process by which future communication by the committee is reviewed and sent
 - i. Dr. Buslinger-Clifford motions to adopt the following communication process. Ms. Watts seconds the motion.
 - 1. Send draft communication to Meighan Alexander, Town Clerk. Request that Ms. Alexander distribute the draft communication to all committee members. Any committee member who wishes to propose a change to the draft should communicate directly with Ms. Alexander without a

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copy to the committee. Ms. Alexander will make the recommended edits and send the updated document to all members for further review.

2. All final communications should be sent by Ms. Alexander on behalf of the committee with a copy to all committee members.
 3. When possible, all communication should be created in committee.
- b. Ms. Watts states that Coral Reef Elementary School provided her with a list of supplies requested by the school nurse to staff her station. Mayor Flinn proposed contacting hospitals for supplies in exchange for signage noting the donation. He suggests that Ms. Watts on behalf of the Education Advisory Committee and Mayor Flinn on behalf of the Village meet with local hospital systems to request donation of supplies to the three Palmetto Bay elementary schools. Ms. Watts makes the motion to pursue supply donations. Dr. Buslinger-Clifford seconds the motion.
- c. Ms. Watts notes that Annette Katz will attend the January committee meeting to discuss an upcoming event addressing human trafficking. The goal of the program is to spread awareness to parents and particularly parents of younger children in elementary school. Ms. Katz will speak during public comments.
- i. Ms. Watts asks whether there is a "See Something Say Something" program locally. Mr. Shaffer states that Village police asks that residents contact them at 305-4-POLICE.
6. Future Meeting Date
- a. Meetings will move to Tuesdays starting in 2016. Next meeting is scheduled for Tuesday, January 5th at 6:30 p.m.
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7. Adjourn
- a. Meeting is adjourned at 8:43 p.m.

VILLAGE OF PALMETTO BAY
COMMUNITY OUTREACH ADVISORY COMMITTEE
Minutes of the Meeting of December 9, 2015
Village Hall Chambers - 9705 East Hibiscus Street
Palmetto Bay, FL 33157

1. Call to Order/Roll Call

Welcome and Introductions – Councilwoman Karyn Cunningham. The Meeting began at 7:39 p.m.

In attendance for the meeting were Councilwoman Karyn Cunningham, Liede DeValdivielso, Chris Olson, Heidi Caplan Feder, Beatriz Hermann, Village Manager Edward Silva, and Olga Cadaval, Village Communications.

2. Approval of Minutes

Review of the minutes and changing the agenda to the agenda that was presented to us.

3. Public Comments: None.

4. Appointment of member to the Veteran's Park Advisory Committee: As the Mayor had moved forward with the veteran's park and putting in a statue, it was recommended that one member of each committee be appointed to the veteran's park advisory committee. Beatriz Hermann will be the volunteer from our committee. That committee will make a lot of recommendations on location, including looking into the location by South Motors, referred to as BMW Park (the open field off 160 Street). This location is close to the American Legion.

5. Discussions with public: The Committee noted that it looks like something changed on the webpage. The "What's Happening" page changed. The Committee is very excited about the look. The E-news is one click away. Ms. Cadaval stated we have a very basic program when we first started and we need to update. It would be best to have a community calendar. Right now we are working with what we have. Councilwoman Cunningham added that we contributed to the change of the website. Ms. Feder talked about the neighbors who want to be involved but don't know how to get the information. Councilwoman Cunningham's email was a good reference of events. Would you read the Palmetto Bay Happenings if it came to your house? Committee said yes. Palmetto Bay has worked out something with Grant Miller to produce four pages in

particular about Palmetto Bay, with the first newspaper to come out in February/March. Councilwoman Cunningham discussed that the content needs to be relevant and how we communicate to the public. This will be very important. We will need to make recommendations for what to write. This committee should stay focused on the "residence section". We don't need to bother ourselves with the other articles. This will come out quarterly. Our information with the newsletter should go on the last page with a calendar and links to how to get to information about Palmetto Bay's events. Mr. Olson talked to his neighbors and some were apathetic. Some neighbors wanted to know about the website. Mr. Olson mentioned again about sending something out to new residents. There seems to be a 50/50 interest. Ms. Hermann's neighbors were not interested and too busy to navigate the webpage. The name of the "game" should be easy and friendly when it comes to the webpage. Ms. Cadaval discussed that from the user perspective there is a disconnect with people using our webpage.

Ms. DeValdivielso is going to talk to Diane Quick who is on the education advisory council about the website. Councilwoman Cunningham stated that the school links on our website, which take you directly to the individual schools, doesn't summarize what our schools offer. Additionally, the Village needs the permits back on line, which is a request of people living in Palmetto Bay. Mrs. DeValdivielso discussed how you have to physically come down to Palmetto Bay to look into permits. Palmetto Bay is aware of this and working on this. Need a way to cross reference permits from Palmetto Bay to Miami Dade. Mrs. DeValdivielso suggested putting the closed permits in Palmetto Bay's link and that would solve a lot of problems. Ms. Cadaval discussed the link to the Palmetto Bay database and asked Mrs. DeValdivielso to play with it and report what is missing and what would be needed (on the home page under Services.) Many cities have functional apps and that is great. We should work in that direction.

Ms. Hermann mentioned that the "old people" don't get their information by phone, Facebook, etc. Mrs. DeValdivielso stated that relators are not a good way to pass on the information. We need to find out who has the information of when a home closes and use that information for a welcome package to new home owners, and present a four page newsletter along with the welcome package. Mrs. DeValdivielso Liede went to the organizations she is involved in and asked five questions in an email sent to over 150 people. She received five emails back. To find out information about Palmetto Bay, there should be one place to go to find out all the information (website) - a weekly roll

out email is too much. We want to have a master calendar that includes the schools and places so that there is not conflicting events occurring.

Manager Silva posed the question whether would we like an old fashion drive in Movie Theater. This committee wants to do an online survey of what your wants/interests are at different events. We might need to knock on doors and hand-out surveys so a resident doesn't answer it repeatedly and skew the results. The Committee asked if there is a way that to link the survey to an IP address so a person doesn't take it multiple times. Ms. Hermann talked about taking paper surveys for the gap of older workers. The Committee noted that the group handing out surveys would have to be a large group of volunteers, if they are going door to door.

6. Review other websites: Mrs. DeValdivielso liked the city of Aventura, city of Miami and city of Coral Gables. City of Miami had a pop up window "How do you prefer to receive information from the city of Miami? Snail mail, email, website, TV... Something like that would be great. Everyone agreed. Ms. Feder liked Pinecrest's and South Miami's webpage better. She wanted a quick link so that you can get to where you need to go. She stated she didn't want a lot of narrative.
7. Review of current communication methods and ideas for future communication methods
(See item 5, which includes a lot of these items.) Billboards were discussed. With the schools, Palmetto Bay prints flyers and provides them to the schools (primarily the elementary schools). Councilwoman Cunningham has been looking at different city apps and seeing how we could do an app. All suggested focus groups for web design ideas. When doing the survey, Palmetto Bay should ask people if they would be interested in participating in the focus group for web designs.
8. Discussion regarding creation/method of surveying the public: Discussed in item 5.
9. Next steps
 - Call to order
 - Approve minutes
 - Public Comments
 - Possible idea for the residence section in the newspaper. Come prepared!
 - Website – Look at "Current Menus" and make suggestions for quick fixes.

- Develop survey for community outreach. Think about the questions and how we are polling the residents

10. Schedule of future Committee Meetings: January 6 at 7:00; February 5 at 5:00 pm

11. Adjournment at 8:26 pm.

Respectfully submitted: Approved by the Community Outreach Advisory Committee this _____ day of January, 2016.

Heidi Caplan Feder, Secretary

Liede DeValdivielso, Chair



Village of Palmetto Bay
Minutes of the Village Services Committee Meeting of
November 4, 2015 at 7:00 pm
Village Hall – 9705 East Hibiscus Street
Palmetto Bay, FL 33157

Meeting was called to order at 7:06 PM.

In attendance:

Committee members:

Rex Lehmann, Chairman

Jon Beisenherz

Robert Buzzelli

Eric Eikenberg

Roger Snyder

Larissa Segal-Lara, Committee Liaison and Councilmember

Edward Silva, Village Manager

Corrice Patterson, Director of Village Public Services Department

A quorum was established.

7:08 PM Consideration of August 13th committee meeting minutes. Motion to approved offered by Jon Beisenherz. Motion received a second by Roger Snyder. August meeting minutes unanimously approved.

7:09 PM Consideration of October 1st committee meeting minutes. Motion to approve offered by Robert Busselli. Motion received a second by Roger Snyder. October meeting minutes unanimously approved.

7:10 PM Chair Lehmann inquired with Eric Eikenberg on any suggestion on Village services for consideration. Mr. Eikenberg offered suggestive comments on traffic and new Village resident welcome packet.

7:15 Chair Lehmann moved to consider New Business in relation to new Village resident welcome packets. Roger Snyder explained he provides information to clients on Village services and other issues. Committee agreed to pursue additional information on how best to connect with homeowners. Motion to table further discussion on communicating with new homeowners offered by Robert Buzzelli. Second by Roger Snyder. Issue to be re-considered at January meeting.

7:25 PM Committee discussion continued on providing FAQ sheets or information on Village website for residents. Manager Silva discussed what Village is currently producing and offered new questions and answers to be placed on website. Additional comments centered around the IBUS service and opportunities to expand. Current bus fleet is aging and in need to

replacement. Service is not currently effectively meeting needs of residents. Roger Snyder asked about continuing bus service. Manager Silva mentioned that any decision on future of bus service will be taken up by Village council.

Manager Silva mentioned possibility of bus benches and bus signs. Should Village provide benches and signs? Rendering of bus routes will be presented at Council meeting.

Chair Lehmann asked committee members to provide Director Patterson with 10 questions that Village residents might ask. Questions will be compiled and presented at January committee meeting.

Village Services Committee will meet 1st Wednesday of each month.

Next meeting will take place on Wednesday, January 13, 2016 at 7:00 PM.

Councilmember Segal-Lara requested that staff reports on specific ideas or topics be presented at future committee meetings. Building Code & Enforcement to present at January committee meeting.

8:25 PM After all business considered, Roger Snyder moved that the committee rise. Motion seconded by Eric Eikenberg. Meeting adjourned.