

**TOWN OF BAY HARBOR ISLANDS  
MINUTES OF A REGULAR MEETING**

A Regular Meeting of the Town Council was held on Monday October 7<sup>th</sup>, 2019 at 7:00 p.m. in the Council Chambers. Upon roll call the following members responded:

Vice Mayor Joshua Fuller	Council Member Jordan Leonard
Council Member Kelly Reid	Council Member Isaac Salver
Council Member Elizabeth Tricoche	Council Member Robert Yaffe

**REQUESTS FOR WITHDRAWALS, DEFERMENTS AND FUTURE AGENDA ITEMS:**

**TOWN MANAGER'S REPORT:**

**Item 1. Presentation HR Compensation Consultants, LLC**

Kathie Bush of HR Compensation Consultants, LLC came forward to provide a report of the compensation program analysis. She provided the Council with a full report of the conclusion of the data collected based on the information the team was able to structure a job frame; pay frame and updated the job descriptions. The report was concluded based on the market analysis; recruit retention; labor market; salaries classification; job map; federal guidelines and the ratio formula.

Council Member Leonard suggested to have a separate category for the Town Clerk since she is a constitutional office just like the Town Manager.

Town Manager Jimenez explained that the phase 2 would go in effect next fiscal year which analyzes each individual.

**COUNCIL REPORTS:** Each Council Member will be afforded two (2) minutes to make their reports.

Council Member Tricoche reminded the Town residents of the Car Show that will held in Town on October 20<sup>th</sup> and also reminded the resident the Town now offer Day Camp for kids the Community Center for off school days.

Council Member Reid reported she attended the Best Practices Conference and sent her sincere condolences to Meiselman Family and the family of Howard Hollander.

Council Member Salver reported he attended the Best Practices Conference where he was the moderator for a panel.

Council Member Yaffe sent his sincere condolences to Special Magister Hollander.

Vice Mayor Fuller also extended his condolences to all the resident who passed away in recent days.

**PUBLIC COMMENT:** There is a three (3) minute time limit for each speaker during public comment and a two (2) minute time limit for each speaker during all other agenda items. Your cooperation is appreciated in observing the three (3) minute rule. If you have a matter you would like to discuss which requires more than three (3) minutes, please arrange a meeting with the Town Manager or appropriate administrative official. A request form is available

from staff; please fill it in and return it to the Town Clerk prior to the start of the meeting if you would like to speak during public comment. Please come forward to the podium, give your name and address, and the name and address of the organization you are representing if any.

Frances Neuhut, 1060 Kane Concourse, came forward and asked if the Town granted the Church by the Sea off street parking.

**COMMITTEE REPORTS:**

**CONSENT AGENDA:** (Consent agenda items are those which are routine, do not require discussion or explanation prior to Town Council action, or have already been discussed and/or explained and do not require further discussion or explanation. Items can be removed from the consent agenda by the request of an individual Council member for independent consideration provided such request is made prior to the vote on the consent agenda.)

**Item 2. Approval of the April 8th, 2019 Regular Council Meeting Minutes. Enclosed is a copy of the Draft Minutes.**

**Item 3. Consideration and Approval of proposal for insurance (general, professional, automobile, property, and workers' compensation) from the Florida Municipal Insurance Trust (Florida League of Cities) for the 2019 / 2020 fiscal year in the amount of \$247,292. Enclosed is a Memorandum provided by Assistant Town Manager / Finance Director Melissa Cruz.**

**Item 4. Approval of the annual contract with the health, life, disability, and dental insurance providers (Florida Blue, The Standard and MetLife) in the amount of \$812,925.48 for the 2019 / 2020 fiscal year. Enclosed is a Memorandum with detailed information from Assistant Town Manager / Finance Director Melissa Cruz.**

**Item 5. Consideration and Approval to utilize the Sourcewell (formally NJPA) contract with Enterprise Fleet Management (EFM) for the lease of four (4) new fleet vehicles in the amount of \$28,205.52 to be utilized by the Public Works and Parking Enforcement Departments. Enclosed is a copy of the proposal and other supporting documents.**

**Item 6. Consideration and Approval of a proposal by Garber Fleet Sales, through the Florida Sheriff's Association & Florida Association of Counties for an open end lease of one (1) 2020 Dodge Charger in the amount of \$23,772.00 and one (1) 2020 Chevy Tahoe in the amount of \$33,725.00 to be utilize by the Police Department. Enclosed is a copy of the proposal from Garber Fleet Sales.**

**ACTION:** Council Member Leonard made a motion to approve the consent agenda. Council Member Tricoche seconded the motion and it passed by unanimous poll vote.

**ORDINANCES ON SECOND READING:**

**Item 7. Consideration and Approval of an ordinance on second reading amending Chapter 16 of the Town Code to create a Deferred Retirement Option Plan("DROP") for law enforcement members of the Employees Retirement System. Enclosed is a copy of the proposed ordinance and impact study.**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF BAY HARBOR ISLANDS, FLORIDA, AMENDING CHAPTER 16, THE TOWN OF BAY HARBOR ISLANDS EMPLOYEES RETIREMENT SYSTEM, OF THE TOWN OF BAY HARBOR ISLANDS CODE OF ORDINANCES, PROVIDING FOR THE CREATION OF A DEFERRED**

**RETIREMENT OPTION (“DROP”) PLAN FOR SWORN MEMBERS OF THE RETIREMENT SYSTEM; PROVIDING FOR CODIFICATION; AND PROVIDING FOR THE TERMS AND CONDITIONS OF ELIGIBILITY AND PARTICIPATION.**

**ACTION:** Council Member Leonard made a motion to approve the proposed ordinance on second reading. Council Member Yaffe seconded the motion and it passed by unanimous poll vote.

**Item 8. Consideration and Approval of an ordinance on second reading increasing the monthly base and flow charges for sewer service. Enclosed is a copy of the proposed ordinance.**

**AN ORDINANCE OF THE TOWN OF BAY HARBOR ISLANDS AMENDING SECTION 20-9 OF THE TOWN CODE INCREASING THE MONTHLY BASE AND FLOW CHARGES FOR SEWER SERVICE; PROVIDING FOR PENALTIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.**

**ACTION:** Council Member Tricoche made a motion to approve the proposed ordinance on second reading. Council Member Reid seconded the motion and it passed by unanimous poll vote.

**ORDINANCES ON FIRST READING:**

**Item 9. Consideration and Approval of an ordinance on first reading requested by Council Member Leonard and Council Member Reid to prohibit plastic beverage straws and plastic beverage stirrers. Attach is a copy of the proposed ordinance.**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF BAY HARBOR ISLANDS, FLORIDA, AMENDING CHAPTER 9 OF THE TOWN’S ADOPTED CODE OF ORDINANCES ENTITLED SOLID WASTE COLLECTION; AND SPECIFICALLY ADDING AND REVISING DEFINITIONS TO SECTION 9.1 AND ADDING A NEW SECTION 9-28 PROHIBITING PLASTIC BEVERAGE STRAWS AND PLASTIC BEVERAGE STIRRERS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.**

Council Member Yaffe suggested a 90 days grace period and effective date.

**ACTION:** Council Member Leonard made a motion to approve the proposed ordinance on first reading with the suggested text amendment. Council Member Reid seconded the motion and it passed by unanimous poll vote.

**Item 10. Consideration and Approval of an ordinance on first reading amending the Chapter 5 Town Code to require a demolition Bond. Enclosed is a copy of the proposed ordinance.**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF BAY HARBOR ISLANDS, FLORIDA, AMENDING CHAPTER 5 ENTITLED BUILDINGS AND CONSTRUCTION OF THE TOWN’S ADOPTED CODE OF ORDINANCES AND SPECIFICALLY ADDING A NEW SECTION 5.3.1 TO REQUIRE A DEMOLITION BOND; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.**

**PUBLIC COMMENT**

Frances Neuhut, 1060 Kane Concourse, came forward and suggested the council to set policy of the coordination between the acquisition of a building permit and the demolition.

**CLOSED PUBLIC COMMENT**

Council Member Salver suggested that single family home be included in the language to the code amendment.

**ACTION:** Council Member Salver made a motion to approve the proposed ordinance on first reading with the suggested text amendment. Council Member Tricoche seconded the motion and it passed by unanimous poll vote.

**TOWN MANAGER ITEMS:** (Town business items requiring Council approval)

**Item 11. Adoption of a Vision and Mission Statement for the Town.**

**ACTION:** Council Member Salver made a motion to adopt a vision and mission statement for the Town. Council Member Tricoche seconded the motion and it passed unanimously.

**DISCUSSION ITEMS:**

**Item 12. Discussion requested by Council Member Reid to amend the regulations for unit sizes in the B-1 Business District to be the same size as the residential district. Enclosed is a comparison of the sizes provided by Town Planner Miller.**

Council Member Reid asked for the council consideration to discuss and adjust unit sizes in the B-1 Business District so all the district are uniform. The current code does no specific the size for the Business District.

Council Member Leonard would like to see the formula other cities use for the unit size and how the Town could apply the data collected.

**PUBLIC COMMENT**

Frances Neuhut, 1060 Kane Concourse, came forward and was happy to see the discussion for the business district and was also concerned with the setbacks.

**CLOSED PUBLIC COMMENT**

There being no further business to discuss meeting was adjourned at 8:10 p.m.

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**MAYOR**

**ATTEST**

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**TOWN CLERK**

DRAFT