



**TOWN OF MIAMI LAKES, FLORIDA  
REVISED AGENDA  
Virtual Committee Meeting**

**September 9, 2020**

**2:30 PM**

**Government Center**

**6601 Main Street Miami Lakes, FL33014**

Video stream of meetings can be viewed here:

<https://pub-miamilakes.escribemeetings.com>

---

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENCE**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PUBLIC COMMENTS**

Please be advised that given the novel COVID-19 VIRUS, Miami Lakes Town Hall is closed for Public Meetings. Public Meetings will be taking place virtually.

Public Comments will be heard at the beginning of the meeting and once all are heard, Public Comments will be closed. Each speaker will be afforded (3) minutes to speak.

**The public may participate in the virtual public meetings by utilizing any of the following 3 methods:**

(1) A person wishing to submit a Live Remote Public Comment, will join the meeting via: <https://www.miamilakes-fl.gov/remotecomments>. You must have a working microphone and working web camera in order to submit a live remote public comment; this will allow you to join the scheduled Zoom meeting.

(2) A person can call in live during the meeting to listen to the meeting via phone and/or call in live during the meeting to submit a public comment, to any of the following numbers:

+1 786-635-1003

+1 312-626-6799

+1 929-205-6099

+1 253-215-8782

+1 301-715-8592

+1 346-248-7799

+1 699-900-6833

PLEASE ENTER THE MEETING ID# WHEN PROMPTED: 666 475 152#

**If you call to make a public comment in live via phone or zoom(web), please try to do so 15 minutes before the meeting, so you can register your name and address beforehand.**

(3) A person can submit a Pre-recorded Video for Public Comments, by visiting <https://www.miamilakes-fl.gov/remotecomments>. Videos submitted cannot exceed 3 minutes and should be submitted one day before the meeting.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, PERSONS NEEDING SPECIAL ACCOMMODATION TO PARTICIPATE IN THE MEETING SHOULD CALL TOWN HALL AT (305) 364-6100, NO LATER THAN (2) DAYS PRIOR TO THE MEETING FOR ASSISTANCE.

All comments or questions from the attending public regarding the committee meetings, should be addressed to the Committee Chair, in a courteous tone. To ensure the orderly conduct and efficiency of the meeting, public comments shall be limited to three (3) minutes maximum per person.

No clapping, applauding, heckling, verbal outburst in support of, or in opposition to a speaker or his/her remarks shall be permitted. Should a member of the virtually attending audience become unruly, or behave in any manner that disrupts the orderly and efficient conduct of the meeting, such person will be asked to leave the Zoom meeting. As a courtesy to others, all electronic devices must be set to silent mode to avoid disruption of the proceedings.

## **5. ITEMS FOR DISCUSSION OR ACTION**

- a. Virtual Blasting Advisory Board Meeting at 2:30 pm**
- b. Virtual Economic Development Committee Meeting at 4:00 pm**
- c. Virtual Cultural Affairs Committee at 5:15 pm**
- \*d. Virtual Youth Activities Task Force Meeting at 6:30 pm**
- \*e. Virtual NSD- Royal Oaks Meeting at 8:00 pm**

## **6. ADJOURNMENT**

A copy of this Agenda and the backup therefore, has been posted on the Town of Miami

Lakes Website at [miamilakes-fl.gov](http://miamilakes-fl.gov) and is available at Town Hall, 6601 Main Street, Miami Lakes 33014. In accordance with the Americans with Disabilities Act of 1990, all persons who who need special accommodations to participate in this meeting because of a disability should contact Town Hall at 305-364-6100 two days prior to the meeting.

Any person wishing to present documents to any of these virtual committee meetings should send the Town Clerk the document via email to [inguanzog@miamilakes-fl.gov](mailto:inguanzog@miamilakes-fl.gov) **before 9:00 AM** on September 9th.



## **Town of Miami Lakes Memorandum**

---

**To:** Committee Members

**From:** Blasting Advisory Board

**Subject:** September Agenda

**Date:** September 9, 2020

---

Recommendation:

Please see attached agenda for September 9, 2020.

# Meeting Agenda

---

Blasting Advisory Board

Date: 09/09/2020

Location: Virtual

Liaison: Clarisell De Cardenas

Time: 2:30 pm

---

- 1) Call to Order
- 2) Roll Call
- 3) Adoption of Minutes:
- 4) Public Comments
- 5) New Business - Discussion:
  - a. Moving forward:
    - i. Goals
    - ii. Campaign
    - iii. Schedule
- 6) Adjournment



## **Town of Miami Lakes Memorandum**

---

**To:** Committee Members

**From:** Economic Development Committee

**Subject:** September Agenda

**Date:** September 9, 2020

---

Recommendation:

Please see attached agenda for September 9, 2020.

Economic Development Committee Emergency Meeting

---

**Date:** 9-9-2020

**Time:** 4:00 pm

**Location:** ZOOM Meeting

**Meeting Type:** Monthly

**Chairperson:** Eddie Blanco

**Vice Chairperson:** Andrea Rechichi

**Secretary:** Elizabeth Coto

**Liaison:** William Sanchez

**1. CALL TO ORDER:**

**2. ROLL**

Jorge Alvarez, Eddie Blanco, Steven Brimo, Alex Castro, Elizabeth Coto, Jose Llano, Jessica Medina, Romy Portuondo-Remior, Andrea Rechichi, Neill Robinson, Vicente Rodriguez, Magaly Rubio, John Tingle, Rudolph Blanco

**3. ORDER OF BUSINESS(DEFERRALS/ADDITIONS/DELETIONS):**

**4. PUBLIC COMMENTS:**

**5. APPROVAL OF MINUTES:**

Regular Meeting- 7-29-2020

Special Call Meeting-

**6. OLD BUSINESS:**

- a. Bank United- Education Series- Steve Brimo
- b. Miami Dade County Restaurant Grant Move to Appoint a committee member -Alex Castro
- c. Report to Council- Eddie Blanco
- d. BTR- Update

**7. NEW BUSINESS:**

- a. Scavenger Hunt- Andrea Richichi

**8. ANNOUNCEMENTS:**

**9. ADJOURNMENT:**

Town of Miami Lakes  
Economic Development Committee

June 25, 2020

1. Call to Order: The meeting was called to order at 1:07PM by Committee chair, Eddie Blanco. He directed Co-Chair, Neill Robinson to conduct the meeting's discussions in view of the upcoming Mayoral Debate.
2. Roll Call: Vicente Rodriguez, Tony Lopez, Ed Pidermann, Jessica Medina, Jose Llano, Clarisell de Cardenas, Magaly Rubio, Alex Castro, Neill Robinson (Co-chair), Andrea Rechichi, Rodolfo Blanco, Willie Sanchez, Eddie Blanco (Chair), German Cure, John Tingle (Secretary).
3. Public Comments/ Deletions: None
4. Old Business: In view of Covid-19, our regular agenda items are going to be addressed at a later time.
5. New Business:
  - The discussions were centered on the recent subcommittee meetings which were aimed at identifying key elements of the upcoming debates. Neill wished to start off by saying that the candidates would prefer to have the session in person, which was subsequently approved by the EDC members. Several candidates did not wish to have the Zoom meetings from their homes or offices due to possible technical issues which could easily develop during the session.
  - Location. Ed Pidermann suggested that the Town Hall would be suitable in view of the media facilities available and general accommodations and its identity with the Town itself. Alternatively, Vicente suggested the Ana Mendez University facilities could be used as they have the ability to accommodate up to 20 people, being divided into 2 rooms and complete media facilities would be available for the event. Being a private facility, Vicente indicated it would conform more easily to the Covid requirements. Neill wished to make a motion to go ahead with the Zoom meeting in person which was seconded by Jose. Discussion followed and various members of the committee including Andrea, Jose, Magaly, John, and Jessica wished that the event take place actually within the boundaries of Miami Lakes. An amendment was proposed by Andrea to Neill's motion to include having the event inside the boundaries of Miami Lakes as well. Motion was passed unanimously. The event is scheduled for July 16, 2020 at 11:00AM, duration is 1 hour. Final decision for the location will be decided shortly after this meeting by the Town manager and announced in due course.
  - Candidates/Moderator: Willie confirmed that Ambrosio Hernandez will be the moderator and 7 candidates will be invited to participate. Invitations will be going out shortly (3 have already confirmed according to Eddie). Media will be alerted as to the requirements for attending including where they may stand (inside or outside) and availability to interview candidates before or after the debate. To lessen the number of media personnel, perhaps a pool camera network can be set in motion. Clarisell, due to her experience in this area, was asked to contact the media team and explain the details for the event.



- Questions and format: Discussion took place as to content of the questions to be presented as well as the emphasis, i.e. more slanted towards North West Dade (inc. Miami Lakes) or to more county wide issues. Also who should present the questions, i.e. just EDC members, residents/public or a combination? Alex suggested that perhaps one group ask 25% of the questions and the other group 75% as part of the motion. Andrea requested a motion to use a hybrid form of presentation including questions both from EDC members as well as residents. Neill seconded the motion. Further discussion ensued and it was pointed out that %s shouldn't be used. Questions will go directly to the moderator for his analysis and presentation to the candidates. An amendment was made to not use percentages. The original motion was voted on and all agreed to accept, with none opposing.

It was agreed that the EDC questions should be presented with the individuals name in view of Sunshine laws in force. Content may specify Miami Lakes related issues as well as generic county inquiries. Questions should not be circulated among EDC members as well, as clarified by Alex-- again to avoid conflict with Sunshine laws.

6. Motion to adjourn: Neill motioned to adjourn, Magaly seconded. Motion passed unanimously at 1:53 PM.

# Economic Development Committee Meeting Agenda

**Date:** 7-21-2020  
**Time:** 3:00pm  
**Location:** ZOOM Meeting  
**Meeting Type:** Monthly

**Chairperson:** Eddie Blanco  
**Vice Chairperson:** Andrea Rechichi  
**Secretary:** Elizabeth Coto  
**Liaison:** William Sanchez

## 1. CALL TO ORDER:

*Chairperson Eddie Blanco called the EDC meeting to order at 3:07pm and Elizabeth Coto recorded the minutes.*

## 2. ROLL

Jorge Alvarez, Eddie Blanco, Elizabeth Coto, Romy Portuondo-Remior, Andrea Rechichi, Vicente Rodriguez, John Tingle, Jose Lano, Jessica Medina, Rudolfo Blanco, Neill Robinson, Magaly Rubio and John Tingle

## 3. ORDER OF BUSINESS(DEFERRALS/ADDITIONS/DELETIONS):

*A motion to add the 'report to council' from Eddie Blanco. Seconded by Andrea Rechichi, motion passed unanimously.*

## 4. PUBLIC COMMENTS:

*No public comments*

## 5. APPROVAL OF MINUTES:

*A motion to amend the following items from the minutes from June 25, 2020 by Rudolfo Blanco seconded by Andrea Rechichi, motion passed unanimously.*

## 6. OLD BUSINESS:

### a. Mayoral Forum update

- i. Eddie Blanco gave a recap of the forum update and thanked Vicente, the team and police department for handling the event in an excellent manner during COVID.
- ii. Brandon advised there were almost 10,000 views of the forum and much engagement in the comments.

### b. Bricks to clicks

- i. William Sanchez gave a recap on how they changed the format of this event and it will be five virtual events that extends through September 19<sup>th</sup>. The new format was proposed to the sponsor and we are awaiting on the approval from Bank United. Brandon added to the discussion regarding the digital marketing and branding aspect of this event.

## 7. NEW BUSINESS:

### a. Outreach to businesses- expand and update the town's contact list

- i. Eddie Blanco proposed an idea to reach out to business owners from the United States Chamber of Commerce Miami Lakes Business directory in order to connect, solicit and be able to add them to the distribution list.
- ii. Brandon advised that the BTR List was recently updated and the committee can go through the list to ensure it's updated for 2020 and add the clients to the distribution list.  
A discussion around this topic was conducted with committee members regarding this topic.

*Eddie Blanco motioned to move this discussion and revisit the budget to the next meeting. Neill Robinson seconded, the motion, motion carried unanimously. (Magaly Rubio recused herself from this vote)*

Our Mission Statement: The Economic Development Committee assists in the development of a well-rounded business climate to help build the Town's commercial tax base through the aggressive recruitment of new businesses.

- iii.
- b. Distribution of BTR List from Jan- Jun
  - William did not have the list available during this meeting
  - Andrea Rechichi motioned to distribute the BTR list to the Economic committee members in order to reach out to the local businesses. Neill Robinson seconded, motion carried unanimously*
- c. "Bingo" for restaurants- An interactive way to engage residents to use residence
  - i. Eddie presented this idea in order to help the local restaurants. A discussion amongst the committee members was conducted regarding this topic and numerous other topics on how to engage the community.
- d. Report to council
  - i. William advised this can be postponed another month or we can conduct another meeting next week as special meeting.
  - ii.
  - iii. *Neill Robinson motioned to have an EDC meeting July 29<sup>th</sup> at 3:00pm for an hour in order to discuss the report to council, scavenger hunt and any pending items. Seconded by John Tingle, motion moved unanimously.*

#### **8. ANNOUNCEMENTS:**

- a. Eddie Blanco gave an update on the Town Council Meeting.
  - i. *Neill Robinson motioned for Eddie to reach out to the Elderly affairs chair to join forces to help and support them in a project currently taking place, Jorge Alvarez seconded.*
  - ii. *Motioned passed unanimously.*
- b. Next EDC scheduled for, Tuesday, 8/19/2020 at 5:30pm

#### **ADJOURNMENT:**

*Meeting adjourned at 4:27pm motioned was made by Neill Robinson and seconded by Magaly Rubio*

Our Mission Statement: The Economic Development Committee assists in the development of a well-rounded business climate to help build the Town's commercial tax base through the aggressive recruitment of new businesses.

Town of Miami Lakes  
Economic Development Committee

July 29, 2020

1. Call to Order: The meeting was called to order at 3:04 PM by Committee chair, Eddie Blanco.
2. Roll Call: Eddie Blanco, Vicente Rodriguez, Romy Portuando Remior, Jose Llano, Jorge Alvarez, Alex Castro, Neill Robinson, Steve Brimo, Rudy Blanco, John Tingle, Clarisell de Cardenas, Magaly Rubio, German Cure, Elizabeth Golsheyne, and William Sanchez.
3. Order of Business (deferrals/additions/deletions): None
4. Public Comments: none
5. Approval of Minutes: The chairman asked that we defer the approval of past two meetings until the next meeting. Jose motioned to do so and Romy 2<sup>nd</sup>. Motion passed unanimously. Before we continue to Old Business, Eddie wished to explain that Andrea will not be attending this meeting, but has given her thoughts on the Scavenger Hunt in a separate email which will be discussed later under New Business. Additionally, Eddie introduced Clarisell de Cardenas who spoke about a new webpage which will soon be available to all via the Town's own website. This new effort is directed at both consumers and businesses alike and will be broken down into specific topics such as retail establishments, tax information; special sales, etc. Emphasis is on Miami Lakes being open for business especially for those coming into Miami Lakes for the first time. Neill asked about contact information and Clarisell mentioned that it will be available at the bottom of the webpage. Launch is scheduled for early August, after approval by Council, and all were asked to review it and offer comments and recommendations.
6. Old Business:
  - a. Bricks to Clicks. This long desired effort by the committee has taken shape. It has morphed into a series of 5 webinars. Eddie wished to especially thank Willie and Brandon for their untiring efforts in getting this tool, live on the web. Steve wished to express Bank United's desire to continue this working partnership with the Town via the EDC. Additionally, the Bank has offered to use its own web network to promote these necessary business tools to the community. All were asked to spread the word via individual networks, social media, etc.
7. New Business:
  - b. Scavenger Hunt. This item's goal is to help out our local business in a fun way. Andrea composed an email (sent out by Willie) to all EDC members for review and comments. The agency in charge of the effort is to get back to both Andrea and Willie in due course with more feedback. Neill motioned to table the item until the next meeting. Alex 2<sup>nd</sup> it and it passed unanimously. All were asked to review Andrea's email and offer suggestions and comments.
  - c. Review and approval of report to Council. The chairman presented a motion to approve the review and presentation of the budget to the agenda. Steve 2<sup>nd</sup> the motion. Motion passed

unanimously. Additionally, at Eddie's request, John presented a motion to approve the budget presentation to the Council. Alex 2<sup>nd</sup> the motion, no discussion followed, and the motion passed unanimously. The actual budget is done and will be presented at the next meeting in August.

- d. Candidate forum for District 13 commissioner seat. The chairman received a request to hold a separate debate for the District 13 candidates, perhaps based on the success of the previous event. It was later revealed that the request came from Mr. Jimenez. Neill motioned to discuss the item, while Alex 2<sup>nd</sup> the motion. Comments such as: time restraints, (John, Alex, Neill.); perhaps that the EDC should not be held responsible for doing any future events (Alex); and costs (Willie) were discussed. Neill suggested we take the motion off the floor. Jorge suggested we continue to discuss. The chairmen motioned we take a vote on whether the EDC will host a candidate forum for District 13. 6 members voted no and 3 yes. Motioned failed.
- e. Review of budget as prepared by Budget Subcommittee meeting on June 2, 2020. The chairman wished to emphasize that we are to vote on the June 2, 2020 budget committee's findings as per minute's previously presented to everyone. It was also pointed out by Eddie, that we are not asking for any additional funds this year, i.e. the Budget stays the same at \$20,000. New breakdown is as follows: \$10,000.00 for Local intel page; \$2,000.00 small business assistance, digital workshop; \$3,000.00 expo assistance; \$4,000.00 for marketing projects i.e. videos, Facebook and LinkedIn ads; \$1000.00 for popup events etc. Steve wished to confirm that what we are voting on has already been approved and the Chairman responded in the affirmative. Eddie presented the motion to approve the new budget as stated above (per June 2, 2020 meeting). Neill 2<sup>nd</sup> the motion. No further discussion took place. Vote took place and all agreed to the motion, none opposed. Motion passed.
- f. Miami Dade County Restaurant Grant moved to appoint a committee member to take this on. Chairmen Eddie wished to get the feedback and assistance of the committee in appointing a person as point man for gathering all possible information on the grants available Dollar value, requirements etc. and reporting back to the committee. Eddie's motion to appoint a point man was received and 2<sup>nd</sup> by Alex. Subsequently, Alex Castro volunteered to serve in this position. Eddie motioned to have Alex serve as point man and learn as much as possible about the specifics. Motion was 2<sup>nd</sup> by Romy. Vote taken with all agreeing. Discussion followed by Clarisell who indicated that FIU has a hospitality relief fund which could also offer funds for restaurants and perhaps Alex can look into and report back on the specifics as well. Clarisell offered to assist Alex in the fact gathering process. An amendment was offered by Alex and 2<sup>nd</sup> by Romy to include FIU's hospitality fund in the fact- gathering process. Vote taken and all agreed to pass the motion.
- g. Miami Dade County Cares Act funding Sub Committee. The chairman discussed the recent Cares Act Funds (which have been sent to Florida, specifically to Miami Dade County) for eventual distribution to local cities. Neill motioned to set up a subcommittee which Vicente 2<sup>nd</sup>. Discussion followed at which time Willie alerted us to the fact that time restrictions as well as resources are limited and it would not be feasible to plan a formal public meeting.

Neill withdrew his motion with Vicente agreeing. The idea of a subcommittee was discarded at this time. As time was short for discussion, it was decided to have the committee ask the Town staff to pursue the recommendations presented by Willie and staff members i.e. of the \$450,000 allocated (part of the \$2.3 million government relief fund), \$400k divided into say 40 grants of \$10k each dedicated to restaurants, while the extra \$50k would be used for marketing and campaign videos explaining what business owners can do to obtain financial assistance under the Cares Act. Eddie will communicate our recommendations to the town's staff as well as any other suggestions the EDC comes up with within the short time remaining until next Monday.

8. Announcements: none

9. Adjournment: Alex motioned to adjourn with Romy offering a 2<sup>nd</sup>. Motion passed unanimously at 4:13PM.

### **EDC Miami Lakes “Pop-Up” Scavenger Hunt Update**

- 1) Currently exploring online options to implement a scavenger hunt for “safe” social distancing movement through the Town of Miami Lakes to promote economic activity at local businesses.
- 2) To date: Contacted GooseChase (app-based scavenger hunt company) and received a response from the company. I will be setting up a phone call within the week to explore options and costs associated.
  - a) Background
    - i) They currently are working with a numerous organizations, municipalities and chambers of commerce to create engagement and activation for their businesses.
    - ii) Able to build the game by selecting missions to complete; real-time activity feeds and rankings, so we are able to see what is happening and give bonus points or deduct; and implement ML brand throughout.
    - iii) Must have iPhone and/or android app in order to participate.
    - iv) Missions can be as simple as submitting a photo or video, while other times it can be checking-in at a specific location or solving a puzzle or riddle.
    - v) Able to run it as a campaign/set duration of time.
    - vi) Post-event brand opportunity to gather images and create a highlight reel.
- 3) Items to consider:
  - a) Pros and cons: online/app vs. paper list of missions to complete.
  - b) Target audience: all ages? Families? (Target audience will steer direction of missions to accomplish).
  - c) Requirements to participate: we will need to set-up guidelines; i.e. individual vs. team, etc.
  - d) Engaging businesses:
    - i) EDC can select businesses or reach out with general request for participation and limit to the first set amount of responses.
    - ii) Prizes: have those that businesses that participate provide a “prize” with a set value.
    - iii) Business engagement: possibly request businesses to offer discounts to participants.
  - e) Partner with any other committees, to expand types of missions.



## **Town of Miami Lakes Memorandum**

---

**To:** Committee Members

**From:** Cultural Affairs Committee

**Subject:** September Agenda

**Date:** September 9, 2020

---

Recommendation:

Please see attached agenda for September 9, 2020.



**Cultural Affairs Committee Affairs ZOOM Tele-Conference Meeting Agenda**  
**September 9, 2020**  
**5:15 PM**

**1. CALL TO ORDER:**

**2. ROLL:**

**3. ORDER OF BUSINESS (DEFERRALS/ADDITIONS/DELECTIONS):**

**4. PUBLIC COMENTS:**

**5. REVIEW OF MINUTES:**

**6. OLD BUSINESS:**

- Budget Reallocation Updates
  - Reallocation of \$402.00 from Concert on the Greens to Father's Day Fishing Tournament
- CAC Remaining Unallocated Funds -10/1/2019- 9/30/2020
- Artifact Case Procurement Update
  - Approve the previous approved allocation of \$3,000.00 from Concert on the Greens for the artifacts cabinet to be placed in the Cultural Affairs Committee Misc. Expense account
- "Concert on the Green" Entertainment Update
- Hialeah Women's Club Grant - Dianne Jauregui Follow-up
- CAC Events Calendar for 10/1/20 – 9/30/21
- CAC Sub-Committee Chairperson Appointments

**7. NEW BUSINESS:**

- Earth Day Celebration Activities Update
- Gay Pride Celebration Planned Activities

***ANNOUCEMENTS:***

**Town of Miami Lakes  
Cultural Affairs Committee  
Zoom meeting on August 17, 2020  
Minutes**

**Call to order:** Zoom meeting called to order by Neill Robinson at 3:35 p.m.

**Roll Call:** Neill Robinson, Felicia Salazar, Elsa Reus, Mirelis Castilla, Charles James, George Lazo, Karla Acosta, Esther Colon, William Sanchez (Town's Liaison), Elizabeth, Town of Miami Lakes.

**Adoption of Minutes:** The minutes of the Cultural Affairs Committee Zoom Meeting on July 20, 2020, to be approved. Motion by George/Mirelis seconded/approved unanimously.

**Public Comments:**

- Neill introduced Dianne Jauregui, from the Hialeah Women's Club. Dianne spoke regarding a grant that the Women's Club of Hialeah had received. Dianne explained that they would like to use the money, from that grant, to organize an Art Contest for students, in middle school and high school, from Miami Lakes, Palm Springs North, Hialeah public schools. The applications from participants to be submitted between November 1<sup>st</sup> to November 15<sup>th</sup> when the winners will be announced. The Women's Club of Hialeah will be sending flyers, with the contest information, to the school principals in our area. The artwork of the winners will be displayed in Town Hall. Dianne asked the support and help of the CAC.

**Old Business:**

- **Approval to purchase three CAC Polo Shirts (Gossett marketing)**

A motion was made by Mirellis to approve the purchase of three CAC polo shirts. Seconded by Felicia, approved unanimously.

- **Budget Reallocations**

A motion was made by Elsa to transfer **\$700.00**, from the CAC budget, from the Concert on the Green to the Paint a Picture for Mom. Motion seconded by Felicia, unanimously approved.

A motion was made by Mirelis to transfer **\$967.62**, from the CAC budget, from the Concert on the Green to Women's of Distinction. Seconded by Elsa, unanimously approved.

A motion was made by Charles to transfer **\$766.39**, from the CAC budget, from Concert on the Green to Black History event. Seconded by Felicia, unanimously approved.

- **Artifact Case Procurement**

A motion was made by Felicia to allocate funds, **\$3,000.00**, from the CAC budget to procure the artifact case to be displayed in Town Hall. Seconded by Karla, unanimously approved.

- **Concert on the Green Update** – We are still waiting availability of the Shula's Golf Course. The concert will be held in November if social gatherings are permitted. Charles to research the availability of performers for the concert.

- **CAC Remaining Unallocated Funds – 10/1/2019-9/30/2020**

Neill mentioned that we have between \$12,000 and \$14,000 left in the CAC budget. After the payment of the Artifact Case of \$3,000, the CAC budget should have approximately \$11,000.00 once all expenses from the CAC events are paid.

- **Unity Prayer July 30, 2020 - Debriefing**

Neill mentioned that the Unity Prayer was a great success. There is a city in Kansas that would like to hold a Unity Prayer event and has asked the Town for information. Elsa mentioned that we had a great response from ten Religious Leaders in our community. It was mentioned that Brandon did a great job promoting this event in social media, etc. We had approximately 2,000 people tune in to the Unity Prayer and 50,000 impressions on social media. Neill mentioned that this Unity Prayer was well received and a major contribution to the Town's quest as an All-American City.

- **CAC October 1, 2020 – September 30, 2021 Budget**

A motion was made by Neill to place the funds left from the CAC budget, 2019-2020, in an escrow account to be used for expenses incurred in the establishment of a Culture Affairs Center in the Town of Miami Lakes. Motion seconded by Mirelis, unanimously approved.

Felicia mentioned the possibility of applying for Grants to fund the Culture Affairs Center. A mentioned was made of the Town's Grant Writer to help the CAC with the grant writing.

- **CAC Events Calendar for 10/1/20 – 9/30/21**

Neill mentioned that we will be holding the Martin Luther King Breakfast on January 15, 2021. We will be inviting Pastor Daryl Jones, Rock Fellowship Church, to be the guest speaker at the breakfast.

Neill mentioned that he would like to assign the chairpersons for the CAC events at the next meeting and discuss the CAC events calendar for 10/1/20-9/31/21.

- **New Business:**

Neill proposed to postpone the CAC sub-committee and chairperson appointments until the next meeting in September. Neill mentioned that the list of events could be sent via email to the members of the CAC so they could respond as to their preferences to serve on the sub-committees. Neill asked William and Elizabeth if the CAC meetings could be held at 7 p.m., instead of during the day, so more members could be present. Neill asked to postpone the discussion of the Earth Day Event until the next meeting. Neill mentioned that Mobile Mike is still interested in helping to advertise the events for the Cultural Affairs Committee. Neill to contact Mike.

Esther requested that William email the CAC members the finalize budget. Also, Esther asked for the current membership roster to be emailed to the CAC members.

- **Adjournment:** A motion was made to adjourn the meeting at 4:20 p.m.



## **Town of Miami Lakes Memorandum**

---

**To:** Committee Members

**From:** Youth Activities Task Force

**Subject:** September Agenda

**Date:** September 9, 2020

---

Recommendation:

Please see attached agenda for September 9, 2020.

# Youth Activities Task Force

## Meeting Agenda

---

**Date:** September 9, 2020

**Time:** 6:30 pm

**Location:** Zoom

**Meeting Type:** Monthly

**Chair:** Brian Rodriguez

**Secretary:** Micheal Turino

**Liaison:** Manny Martinez/ Kristina

Labossiere

---

1. Call to Order.
2. Roll Call.

	Brian Rodriguez, Chair
	Nancy Matos, Vice Chair
	Micheal Turino, Secretary
	Kristina Christoph
	Daylin Figueroa-Garcia
	Emily Garcia
	Eric Gras
	Flavia Nunez
	Ellica Quintero
	Jose Quintero
	Ariana Rejas
	Juan Rodriguez
	Eddy Sedeño
	Erich Valerdi

3. Public Comments.
4. Adoption of Minutes
5. Order of Business (deferrals, additions, deletions)

### **OLD BUSINESS**

6. Movies in the Parking-lot Recap

### **NEW BUSINESS**

7. Halloween
8. Announcements
9. Adjournment

YATF Meeting

August 17, 2020

Call to Order: 5:36pm

Roll Call: Brian Rodriguez, Daylin Garcia, Emily Garcia, Nancy Matos, Flavia Nunez, Ellica Quintero, Jose Quintero, Juan Rodriguez, Eddy Seden, Erich Valerdi

**Motion by Juan Rodriguez to adopt the meeting minutes for June 29<sup>th</sup>. Second by Eddy Seden. Motion passes.**

**Motion by Eddy Seden for Brian Rodriguez as Chair. Brian accepts the nomination. Second by Daylin Garcia. Motion passes.**

**Vote for Brian Rodriguez as Chair:**

Brian Rodriguez	<b>Brian Rodriguez</b>
Daylin Garcia	<b>Brian Rodriguez</b>
Emily Garcia	<b>Brian Rodriguez</b>
Nancy Matos	<b>Brian Rodriguez</b>
Flavia Nunez	<b>Brian Rodriguez</b>
Ellica Quintero	<b>No</b>
Jose Quintero	<b>No</b>

Juan Rodriguez        **Brian Rodriguez**

Eddy Sedeno        **Brian Rodriguez**

Erich Valerdi        **Brian Rodriguez**

**Brian Rodriguez is now the Chair for the Youth Activities Task Force.**

**Motion by Brian Rodriguez for Nancy Matos as Vice Chair. Nancy accepts the nomination.**

**Second by Emily Garcia. Motion passes.**

**Vote for Nancy Matos as Vice Chair:**

Brian Rodriguez        **Nancy Matos**

Daylin Garcia        **Nancy Matos**

Emily Garcia        **Nancy Matos**

Nancy Matos        **Nancy Matos**

Flavia Nunez        **Nancy Matos**

Ellica Quintero        **Nancy Matos**

Jose Quintero        **Nancy Matos**

Juan Rodriguez        **Nancy Matos**

Eddy Sedeno        **Nancy Matos**

Erich Valerdi        **Nancy Matos**

**Nancy Matos is now the Vice Chair for the Youth Activities Task Force.**

Adjournment: 5:53pm





## **Town of Miami Lakes Memorandum**

---

**To:** Committee Members

**From:** Neighborhood Services District – Royal Oaks

**Subject:** September Agenda

**Date:** September 9, 2020

---

Recommendation:

Please see attached agenda for September 9, 2020.



---

## **AGENDA**

### **Neighborhood Services District – Royal Oaks**

Wednesday, September 9<sup>th</sup>, 2020

8:00 PM

Miami Lakes Zoom Meeting Room

1. **CALL TO ORDER:**
2. **ROLL CALL:**
3. **PUBLIC COMMENTS: (3 Min/ person)**
4. **OLD BUSINESS:**
  - A. Guard Gate Equipment Upgrade Update
  - B. License Plate Readers Update
  - C. Update on Maintenance items in Guard Houses
    - a. Interior paint
    - b. Minor equipment repairs (electrical, drop ceiling, etc.)
    - c. Exterior lights
    - d. Blinds
5. **NEW BUSINESS:**
  - A. Maintenance Plans for FY20-21 (Homero)
6. **ADJOURNMENT:**



---

**Minutes for Approval**  
**Neighborhood Services District – Royal Oaks**  
Monday, May 11<sup>th</sup>, 2020  
6:30 PM  
Miami Lakes Zoom Meeting Room

1. **CALL TO ORDER:** 6:47pm (Homero)
2. **ROLL CALL:** Those Present were as followed:  
Homero Cruz, Marcos Gutierrez, William Garcia, Anson Christianson, Manny Vallina, Barbara Paez, Elsa Bergolla, Jesus Mendoza, Daniel Angel (Town), Melissa Hernandez (Town), Lorenzo Cobiella (Town attorney) & Jeremy Bajdaun (Town).
3. **PUBLIC COMMENTS: (3 Min/ person)**  
Maria Barreto: Thanked the Town for the work in cleaning up the dead ends and guard houses. She also commended the communication between the Town, the Board, and the management company to make sure we were all working to better the neighborhood.  
  
Point of reference: Prior to the commencement of the meeting the Deputy Town attorney, Lorenzo Cobiella, gave a quick informational lecture on the process for these virtual meetings; discussing the decorum and the protocols given the new nature of our committee meetings being live recorded.
4. **OLD BUSINESS:**
  - A. **Guard Gate Equipment Upgrade Update**  
Jeremy gave an oral update on the status of the new guard gate pedestals and their current hold with regards to permitting.  
  
The Town was able to highlight a savings f \$1,500.00 through negotiations in finalizing the final price for the new project.

Jeremy discussed that even while we were awaiting final permitting and installation of the units, the Town was still actively dispatching maintenance techs for needed repairs.

**B. Update on maintenance items**

**a. Pressure washing**

Jeremy was able to highlight that this was completed except for two dead ends that the vendor was going back out to rectify ASAP.

**b. Bathroom repairs**

Jeremy was able to update that multiple minor repairs including the replacement of some toilet seats, light bulbs, and drop ceilings panels in the bathrooms have been completed.

**c. Lighting**

Multiple bulbs were swapped at various locations and in two cases the entire light fixture was needing replacement.

Manny Vallina highlighted one light needed replacement at NW 162<sup>nd</sup> St that was noted for evaluation by the Town.

**d. Windows/doors**

Jeremy explained that the Towns Handyman had cleaned out the door track including pressure washing it to allow the sliding doors to move back and forth seamlessly.

The larger windows received new blinds while we are awaiting the quotes for the smaller more custom sized window blinds.

The Board then decided they would be visit the gate houses in the coming days and providing feedback to the Town for future consideration sin repairs and enhancements.

**5. NEW BUSINESS:**

Daniel Angel gave a brief update on the status of the License Plate Readers project which was currently on hold due to Coivd-19. Daniel explained that the manufacturer's factory was shut down due to a COVID-19 outbreak and there was no set date for a reopening. However, once they open the Town was looking at a 2-3 week lead time to receive the products and have them installed.

As a runoff from a previous minor discussion in old business, Manny Vallina mentioned the need for new paint and to possibly look to enhance the landscaping at the guard houses.

William Garciga added that the paint should be potentially a different color but that isn't too much of a drastic change from the existing color. *(there was then direction from this discussion for the Town to come back with three different color options for the boards reviewal)*

**A. 2021 Base Budget Review**

Jeremy Bajdaun introduces Melissa Hernandez, budget Officer for the Town, and she begins to give the presentation on the proposed budget. Melissa leads the board through the budget line item by line item and stopping for any questions.

William Garciga requests clarification on the new resolution for maintaining 10%, at a minimum, in reserves which Daniel Angel discusses.

Chairperson Cruz brings up the idea to have signage installed at the entrances of the guard house which states "Royal Oaks".

**Chairperson Cruz motions to approve the proposed budget**

**Motion is 2<sup>nd</sup> by William Garciga**

**Motion receives unanimous approval**

6. **ADJOURNMENT: Motion for adjournment by Chair Homero Cruz**  
**2<sup>nd</sup> by Marcos Gutierrez**  
**Unanimous approval at 8:11pm**