



TOWN OF MIAMI LAKES, FLORIDA
AGENDA
Virtual Committee Meeting

October 6, 2020

3:30 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

5.a Virtual Economic Development Committee Meeting at 3:30 pm

5.b Virtual Education Advisory Board Meeting at 5:00 pm

5.c Virtual Planning and Zoning Board Meeting at 6:30 pm

c.1 Call to Order

c.2 Pledge of Allegiance

c.3 Approval of Minutes

- **May 5, 2020 Planning and Zoning Minutes**

c.4 Business Requiring Board Action

4.1 Planning and Zoning Board Chairperson and Vice Chairperson Elections

4.2 Aluminum and Synthetic Roofs on Canopies and Accessory Buildings

c.5 Director's Report

5.d Virtual Veteran's Committee Meeting at 8:30 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 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. Also, if you are hearing or speech impaired, you may join the meeting using Florida Relay Service by dialing 711 on your telephone.

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 **before 9:00 AM** October 6th.



Town of Miami Lakes Memorandum

To: Committee Members
From: Economic Development Committee
Subject: October Agenda
Date: October 6, 2020

Recommendation:

Please see agenda attached.

Economic Development Committee Emergency Meeting

Date: 10-6-2020
Time: 3:30pm
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- 9-9-2020

Special Call Meeting 9-21-2020

6. OLD BUSINESS:

- a. BTR- Update- Sanchez
- b. Local Intel Update- Sanchez
- c. Scavenger Hunt- Andrea Richichi
- d. Debate Update- Sanchez
- e. Bricks to Clicks Recap- Sanchez

7. NEW BUSINESS:

- a. Transportation Demand Management Presentation
- b. Review of the 2020-2021 Budget
- c. Business Newsletter – Restart

8. ANNOUNCEMENTS:

9. ADJOURNMENT:

Town of Miami Lakes

Economic Development Committee

September 9, 2020

1. Call to order: The meeting was called to order at 4:04PM by Committee chair. Eddie Blanco
2. Roll Call: Eddie Blanco, Vicente Rodriguez, Romy Portuando Remoir, Alex Castro, Jorge Alvarez, Rudy Blanco, Andrea Rechichi, Jessica Medina, Neill Robinson, Steve Brimo, Magaly Rubio, John Tingle, William Sanchez.
3. Order of Business: Deferrals/Additions/Deletions: None.
4. Public Comments: None.
5. Approval of Minutes: Regular July 29, 2020. Andrea motioned to approve. Alex gave a 2nd. There was no discussion, motion was approved by all. Special Call Meeting: Neill motioned to approve; Romy gave a 2nd. There was no discussion. Motion was approved by all.
6. Old Business:
 - a. Bank United Education Series- Steve Brimo gave a summary of the events so far including this morning's webinar on HR/ health issues during the Covid 19 pandemic. His feedback has been positive thus far and Willie mentioned that there were already 400 views on today's event which is considered very well. Andrea mentioned that the partnership with the Bank is helping the EDC get the message out to help local businesses survive in this environment and, John, specifically cited the in-depth preparedness of today's participants. Steve mentioned that the next webinar will be on the 23rd of the month and will consist of 5 firms talking about today's working environment under Covid.
 - b. Miami Dade County restaurant Grant Move to appoint a committee member. Alex gave an update on the procedures necessary to obtain one of the grants, which after reviewing, seemed not too difficult to obtain. Of the \$35million earmarked for Miami Dade, some \$5million will go to FIU in partnership to help their specific interests. The rest will go to the county to help businesses/restaurants recover from the shutdowns. Grants will not be given to chained or franchised business, aiming more to the independent business owner. Items such as: rent, utilities, taxes, and mortgages are typical items to be covered under the grants. Eddie asked for a motion to be presented on how to proceed. Alex Castro moved to have the EDC direct the Town's staff to circulate links on the town's websites indicating where and how to obtain these grants and other financial assistance directly to local business, with a copy (list) of the firms to the EDC members. The motion was 2nd by Steve. Motion passed unanimously. Eddie asked for a group of volunteers to personalize this effort and phone directly to the businesses as suggested by Alex. Alex, Eddie, Steve, Jorge and Magaly agreed to volunteer. This later effort was put in motion form by Alex and 2nd by Steve. No discussion ensued and the motion passed unanimously.
 - c. Report to Council. Chairmen Eddie reported that all went well at the meeting and thanked EDC members for contributing to the success of the organization. The Council appreciated

the efforts put forth by the EDC members and wished all even greater success in the future.

- d. BTR Update. Willie mentioned that he was still putting together the updated version which will include names and phones of people to be contacted at each firm. Eddie mentioned that this effort has been around for some time and asked to have this new version soonest.
7. New Business:
- a. Scavenger Hunt. Andrea described several important aspects of this new endeavor for the EDC and how the group could approach the project. The aim is to get local businesses involved to promote their specialty which could even include such entities as parks and theaters as well. Family involvement is an essential aspect of the project and games can be varied in nature and cost about \$1000.00 each. Participation by other committees is possible also. Andrea's original motion was to create a sub-committee of 3-4 people to discuss in depth issues to be presented to the EDC. Eddie suggested that we first take a vote on the proposal to proceed with the scavenger hunt and establish a subcommittee to discuss costs and options i.e. paid out of EDC budget or perhaps the pop-up budget of the Town. That said, Andrea withdrew her original motion with a new motion, to establish a subcommittee to promote traffic for our local businesses, consisting of 3-4 people to present final plans for the appreciation of the EDC. Costs to be taken from Town's pop up budget. Romy 2nd. No discussion followed. Vote taken and all agreed to the motion. Volunteers are Vicente, Alex, Jessica, Romy and Andrea. Key ideas presented by Andrea, think out of the box, and include family activities where possible.
8. Announcements: none
9. Adjournment: Romy moved to adjourn, Neill 2nd. All in favor. Meeting closed at 3:55 PM
10. Next meeting to be advised.

Town of Miami lakes

Economic Development Committee

September 21, 2020

1. Call to order: Chairman Eddie Blanco called to order the meeting at 7:02PM.
2. Roll call: Eddie Blanco, Vicente Rodriguez, Romy Portuando Remior, Jorge Alvarez, Alex Castro, Neill Rohinson, Rudy Blanco, John Tingle, Jessica Medina, Andrea Rechichi, William Sanchez, Elizabeth Golshteyne,
3. Order of business(Deferrals/Additions/Deletions): None
4. Public Comments: None
5. Approval of minutes from 9-9-2020: Deferred until next meeting.
6. Old Business: Scavenger Hunt. Andrea gave a summary of the details ironed out at a special subcommittee meeting, attended by Vicente, Jessica and Magaly. Key points will include: Team play with 6 individuals to accommodate family participation, each team has an adult 18 years or older, sign up through internet, Bronze, Silver and Gold rewards with perhaps gift cards and discounts applicable. i.e. special prices for such items as ice cream etc. . Form letter to businesses to describe activities and tell them how to proceed. Firms will be developed from the Town's BTR lists. Dates are November 12-28th to coincide with small business Saturday. Further discussion resulted in a motion by Eddie to approach the Council for approval of the Scavenger Hunt, including details and proposal to be paid out of the pop up budget. Motioned 2nd by John. No additional discussion ensued and the motion passed unanimously.
7. New Business: Proposal that the EDC host a debate for the Municipal Elections for Town Council candidates and State Representatives for Seat 103 and 110: Eddie mentioned this concept which again may stem from our previous success in this area. The idea being that a debate will take place after a forthcoming regular Council meeting (October 13, 2020). Format and venue as per last event, i.e. Ana Mendez University and using the same requirements as directed by Miami Dade rules, i.e. no more than 10 people in a room, social distancing etc. Ambrosio Hernandez is slated to be the moderator as well. Production team to be advised as well. Romy suggested that someone from the EDC group could be a moderator, but Alex mentioned that since we are all sponsored by a Council member, it may be best to not show any prejudicial preference to any of the incumbents. The chairmen motioned to have the EDC hold a debate for the State representatives as well as the Town Council candidates at Ana Mendez University on October 13th. Alex 2nd. Discussion briefly followed, Jorge asked to confirm the date and time and Eddie cited October 13th , 9:30-11-30AM. Vote taken,. All were in favor. Motion passed.
8. Announcements: None
9. Adjournment: Romy motioned to adjourn. Rudy 2nd. All in favor. Meeting adjourned at 7:40PM.



Town of Miami Lakes Memorandum

To: Committee Members
From: Education Advisory Board
Subject: October agenda
Date: October 6, 2020

Recommendation:

Please see agenda attached.

Town of Miami Lakes
Education Advisory Board
Agenda
October 6, 2020

- 1) Call to Order
- 2) Roll Call
- 3) Order of Business (Deferrals/Additions/Deletions)
- 4) Public comments
- 5) Review/Approval of Minutes July, 2020
- 6) Principal's Report
- 7) New Business:
 - a) Physical Re-Opening of Schools
 - b) School Safety Plan/Readiness
 - c) EAB 2020-2021 Budget
 - d) Satori Impact Fee
- 8) Old Business:
 - a) Mayor's Back to School Event/Game Night
 - b) Conflict Management Via Shakespeare and Chess Program
 - c) Scholarship Distribution Update
 - d) Senior Banner Distribution to Students
 - e) Councilman Collazo's Mental Health Task Force

Town of Miami Lakes
Education Advisory Board Minutes
July 29, 2020

Meeting was called to order at 5:34 P.M. by Hector Abad, EAB Chair.

Members Present: Hector Abad, Daylin Garcia, Emily Garcia, Mario Pinera, Jessica Mendoza, and Kevin Macki. Also present is our Committee Liaison Ms. Clarisell De Cardenas, TOML Community Engagement and Outreach Director.

Absent: Jacqueline Vaquer

Order of Business:

Committee Member Daylin Garcia motioned to add the Mayor’s Back-to-School event as Item 6B. Committee Vice Chair Kevin Macki seconded the motion, every member in attendance voted in favor.

Public Comments:

Committee Member Mario Pinera motioned to reopen Public Comments. Committee Member Daylin Garcia seconded the motion, every member in attendance voted in favor.

School of Advanced Studies (SAS) student Alexa Darnaby sent a video describing her “Conflict Management via Shakespeare and Chess” program.

Review/Approval of Minutes:

Committee Member Mario Pinera motioned to approve the May 21, 2020 Meeting Minutes. Committee Member Jessica Mendoza seconded the motion, every member in attendance voted in favor.

New Business:

6A: Committee Member Jessica Mendoza excused herself from the voting of the Graham Company Scholarship, while the remainder of the committee members voted and chose the two winners.

The two winners of the Graham Company Scholarship were Javier Pedraza-Mena and Kaylee Mendoza.

6B: Committee Member Daylin Garcia explained that the Mayor's Back-to-School event will be a drive thru event, where they will be giving free backpacks, school supplies, and more. It will be held in Town Hall on August 15th. Parents will be able to sign up through Eventbrite and will have the supplies placed in the trunks of their cars.

The EAB was asked to cohost the event, volunteer, and pass out brochures from the Imagination Library or pass out pamphlets/resources that promotes education.

Committee Member Mario Pinera motioned to approve the EAB cohosting the Mayor's Back-to-School event with Giving Gators and the Mayor's office. Committee Secretary Emily Garcia seconded the motion, every member in attendance voted in favor.

6C: Committee Chair Hector Abad motioned to discuss and add Alexa's "Conflict Management via Shakespeare and Chess" program as Item 6C. Committee Member Jessica Mendoza seconded the motion, every member in attendance voted in favor.

Committee Member Mario Pinera motioned to support the "Conflict Management via Shakespeare and Chess" program. Committee Member Daylin Garcia seconded the motion, every member in attendance voted in favor.

Adjournment:

Committee Liaison Ms. Clarisell De Cardenas asked to recruit one of the EAB's members to be a part of Councilman Luis Collazo's Mental Health Task Force. Committee Chair Hector Abad volunteered to be a part of it.

The committee's next meeting will be held on August 17th.

Committee Member Mario Pinera motioned to adjourn the meeting. Committee Member Daylin Garcia seconded the motion, every member in attendance voted in favor.

Meeting adjourned at 6:11 P.M.



Town of Miami Lakes Memorandum

To: Planning & Zoning Board
From: Ashley Shepple, Deputy Town Clerk
Subject: Approval of Minutes
Date: October 6, 2020

Recommendation:

Attached please find the following minutes for your review and approval.

- May 5, 2020 Planning and Zoning Board Meeting Minutes

MINUTES
Planning and Zoning Minutes
May 5, 2020
6:30 P.M.
Government Center
6601 Main Street, Miami Lakes, FL 33014

1. Call to Order:

Chairman Robert Julia called the meeting to order at 6:30 p.m.

2. Roll Call:

The Deputy Town Clerk, Ashley Shepple, called the roll with the following Board Members being present: Juan Carlos Fernandez, Avelino Leoncio, Fred Senra, Mariam Yanes, Raul De La Sierra, Vice Chairman Lynn Matos, and Chairman Robert Julia were all present.

3. Pledge of Allegiance/Moment of Silence:

Chairman Robert Julia led the Pledge of Allegiance and the Invocation.

4. Approval of Minutes:

- April 7, 2020 Planning and Zoning Meeting minutes

Board Yanes motioned to approve the minutes and Board Member Matos seconded the motion. All present were in favor.

5. Business Requiring Board Action:

A. Varh2020-0102 Applicant: Randy Cano

AN ORDER OF THE PLANNING AND ZONING BOARD OF THE TOWN OF MIAMI LAKES, FLORIDA, PURSUANT TO SECTION 13-305(f)(1) OF THE TOWN OF MIAMI LAKES LAND DEVELOPMENT CODE; DENYING A VARIANCE REQUEST FROM SECTION 13-1509(B) TO PERMIT A FENCE TO ENCROACH FIFTEEN (15) FEET INTO THE MINIMUM REQUIRED 15-FOOT STREET SIDE YARD SETBACK, FOR THE PROPERTY LOCATED AT 7201 MIAMI LAKEWAY SOUTH, MIAMI LAKES, FLORIDA, IN THE RU-1 ZONING DISTRICT; PROVIDING FINDINGS; PROVIDING FOR DENYING THE REQUEST; PROVIDING FOR APPEAL; AND PROVIDING FOR AN EFFECTIVE DATE.

The Deputy Town Attorney, Lorenzo Cobiella, read the notices into the record. The deputy Town Clerk Ashley Shepple swore in the Town Planner Susana Alonso, the applicants Randy and Lisbeth Cano, and individuals providing testimony Carlos Reyes, Ricardo Flores, Jorge Medio, Luis Diaz, Alejandro Mason, Annabelle Miro, and Raul Pinero. Board Member Leoncio recused himself because he is the architect on the project.

Chairman Julia read the variance into the record.

Randy Cano, applicant, replaced his fence without permit after the Hurricane Irma. He did not know he needed a permit until he received a violation notice from the Town. He proceeded to apply for a permit and was denied because of the 15-foot setback. He stated he bought the house in 2019 with the fence not being setback by 15 feet. He would like to replace the fence how it was originally. The following individuals provided positive testimony: Carlos Reyes, Ricardo Flores, Jorge Medio, Luis Diaz, Alejandro Mason, Annabelle Miro, and Raul Pinero.

The Principal Town Planner, Susana Alonso, explained and answered questions posed by the Board about the variance application.

Deputy Town Clerk Ashley Shepple read letters of support into the record.

Board Member Senra motioned to approve the variance with staff recommendations. Board Member Yanes seconded the motion. All were in favor.

B. Synthetic Roofing in Townhouse Districts

AN ORDINANCE OF THE TOWN OF MIAMI LAKES, FLORIDA, AMENDING CHAPTER 13, ARTICLE IV, DIVISION 3, RU-TH TOWNHOUSE DISTRICT, SEC. 13-444, DEVELOPMENT REGULATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

Chairman Julia read the ordinance into the record. The Principal Town Planner, Susana Alonso, explained and answered questions posed by the Board about the ordinance.

At the February 18, 2020 Regular Council Meeting, this item came before the Town Council to allow this type of roofing. The Town Council would like this type of material used for townhomes.

Board Member Raul Del Sierra motioned to approve the ordinance with staff recommendations. Board Member Senra seconded the motion. All were in favor.

C. School Safety Considerations

AN ORDINANCE OF THE TOWN OF MIAMI LAKES, FLORIDA, AMENDING CHAPTER 13, ARTICLE VI, DIVISION 1, CREATING SECTION 13-1617. - SCHOOL FACILITIES SAFETY CONSIDERATIONS, PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION INTO THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

Chairman Julia read the ordinance into the record. Deputy Town Attorney Lorenzo Cobiella explained Principal Planner Susana Alonso and himself met with Miami Lakes Middle School students to help craft this ordinance. The students presented to the Town Council this as a new business item.

Miami Lakes Middle School students gave a PowerPoint presentation about the ordinance. The Board commended the students for their efforts.

The Principal Town Planner, Susana Alonso, explained the staff report and ordinance has been written and finalized by Town staff.

Board Member Yanes motioned to approve the ordinance with staff recommendations. Board Member De La Sierra seconded the motion. All were in favor.

6. Director's Report:

Susana Alonso, the Principal Town Planner, stated the Town Council passed the West Lakes Driveways, and Mobility Fee ordinances. Landscape and Artificial Turf Ordinances will hopefully be heard before the Town Council meeting in June.

7. Adjournment:

There being no further business to come before the Board, the meeting adjourned at 8:40 P.M.

Robert Julia
Chairman

Attest:

Ashley Shepple
Deputy Town Clerk



Town of Miami Lakes Memorandum

To: Planning and Zoning Board Members

From: Susana Alonso, AICP, Principal Planner

Subject: Planning and Zoning Chair and Vice Chair Elections

Date: October 6, 2020

Recommendation:

Town Charter Sec. 13-203. - Planning and Zoning Board.

(c) *Officers.*

- (1) The Mayor shall appoint the first Chair from among the appointed members on April 1, 2009. Every year thereafter, at its first meeting in April of each year, the P&Z Board shall elect one of its members as Chair. The Chair shall carry out all duties and responsibilities as designated in this chapter and by Town Council.
 - (2) At its first meeting in April of each year, the P&Z Board shall elect one of its members as Vice-Chair who shall, in the absence of the Chair, fulfill all the duties and responsibilities of the Chair as designated in this chapter and by Town Council.
- (d) *Term.* Terms shall consist of two-year terms beginning April 1 of the year appointed. For purposes of the P&Z Board's creation, the initial terms shall consist of one-year terms for Residential Areas 2 and 4 and At-Large Seat 6, and two-year terms for Residential Areas 1 and 3, At-Large Seat 5 and the Mayor's appointments.



Town of Miami Lakes Memorandum

To: Honorable Chair and Members of the Local Planning Agency

From: Susana Alonso, AICP, Principal Planner

Subject: Aluminum and synthetic roofs on canopies and accessory buildings

Date: October 6, 2020

Recommendation:

Staff recommends approval of the ordinance amending Section 13-1608 as it relates to permitting aluminum roofing on canopies for single-family and two-family buildings.

Background:

On August 20, 2020 Town Council of the Town of Miami Lakes directed the Town Manager to amend the Land Development Code to permit aluminum roofs for canopies and accessory buildings. The request arises out of discrepancies in the treatment of canopies attached to the main residence, which require either canvas and pipe or a construction method and roofing to “match” the main residence, and detached accessory structures, which require materials and construction methods to “match or compliment” the main residence. Under the current ordinance, an aluminum structure would be allowed if detached and complimentary to the main residence, but not allowed if attached to the main structure. There are valid concerns regarding the quality of some commercially available aluminum roofing structures, but these concerns are equally applicable for both attached and detached structures and can be alleviated by inserting appropriate language regarding architectural compatibility. The ordinance amends Sections 13.1, 13-442, 13-1502 and 13-1506 integrating definitions and treatment of similar structures. Of note, Townhouse districts currently permit only canvas and cloth as roofing materials for canopies, and metal or aluminum is only allowed for Bahama shutters, referred to as canopy-shutters by the LDC; No changes are proposed for the Townhouse section at this time.

Attachments:

Ordinance
Staff Report

ORDINANCE NO. 20- _____

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, RELATING TO PERMITTED MATERIALS FOR TOWNHOUSE, SINGLE-FAMILY AND TWO-FAMILY CANOPIES AND ACCESSORY BUILDINGS; AMENDING CHAPTER 13, “LAND DEVELOPMENT CODE”, AT ARTICLE I, “IN GENERAL”, AT SECTION 13-1, “DEFINITIONS AND REFERENCES”, AND AT ARTICLE IV, “ZONING DISTRICT REGULATIONS”, DIVISION 3 “RU-TH TOWNHOUSE DISTRICT”, AT SECTION 13-442, “DEFINITIONS”, AND AT ARTICLE V, “ALLOWABLE ENCROACHMENTS INTO THE REQUIRED YARDS AND EXCEPTIONS TO THE MAXIMUM PERMITTED HEIGHTS” AT SECTION 13-1502, “ACCESSORY BUILDINGS”, AND AT SECTION 13-1506, “CANOPIES” PERMITTING ALUMINUM AND SYNTHETIC MATERIALS IN A STYLE THAT RESEMBLES WOOD CONSTRUCTION; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION INTO THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE. (Jeffrey Rodriguez)

WHEREAS, section 13-442 of the Town’s Land Development Code provides for regulation of canopies in Townhouse districts; and

WHEREAS, sections 13-1506 of the Town’s Land Development Code provides for regulation of canopies in residential single-family and two-family districts; and

WHEREAS, building materials and methods of construction continue to evolve; and

WHEREAS, aluminum roofing for canopies and accessory buildings, without careful architectural design requirements, can lead to blight throughout the Town ; and

Additions to the text are shown in underlined; deletions from the text are shown in strikethrough.
Omitted portions of this ordinance are shown as “* * *.”

WHEREAS, in order to allow the use of modern, aluminum roofing materials for canopies and accessory buildings, it is necessary to amend the Town’s Land Development Code, and provide for revised definitions and design criteria; and

WHEREAS, on _____ the Planning and Zoning Board, acting in its capacity as the Local Planning Agency, heard the item at a duly noticed public hearing and forwarded a recommendation of approval to the Miami Lakes Town Council; and

WHEREAS, on _____, the Town Council at a duly noticed public hearing, moved the item on First Reading; and

WHEREAS, on _____, the Town Council considered the ordinance at a duly advertised public hearing; and

WHEREAS, to that end, the Town Council of the Town of Miami Lakes hereby finds and declares that adoption of this Ordinance is appropriate and advances the public interest.

THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES AS FOLLOWS:

Section 1. Recitals. Each of the above stated recitals is true and correct and is incorporated herein by this reference.

Section 2. Amendment. Sections 13.1, 13-442, 13-1502 and 13-1506, of the Town’s Land Development Code are hereby amended as provided at Exhibit A:

Section 3. Repeal of Conflicting Provisions. All provisions of the Code of the Town of Miami Lakes that are in conflict with this Ordinance are hereby repealed.

Section 4. Severability. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections,

Additions to the text are shown in underlined; deletions from the text are shown in strikethrough.
Omitted portions of this ordinance are shown as “* * *.”

sentences, clauses, and phrases of this ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 5. Inclusion in the Town Code. It is the intention of the Town Council, and it is hereby ordained, that the provisions of this Ordinance shall become and be made part of the Town Code and that if necessary the sections of this Ordinance may be renumbered or re-lettered to accomplish such intentions; and that the word “Ordinance” shall be changed to “Article”, “Division” or other appropriate word.

Section 6. Effective Date. That this Ordinance shall be effective immediately upon its adoption on second reading.

The foregoing Ordinance was offered by Councilmember _____, who moved its adoption on first reading. The motion was seconded by Councilmember _____ and upon being put to a vote, the vote was as follows:

FIRST READING

The foregoing ordinance was offered by Councilmember _____ who moved its adoption on first reading. The motion was seconded by Councilmember _____ and upon being put to a vote, the vote was as follows:

Mayor Manny Cid _____
Vice Mayor Nelson Rodriguez _____
Councilmember Carlos O. Alvarez _____
Councilmember Luis Collazo _____
Councilmember Joshua Dieguez _____
Councilmember Jeffrey Rodriguez _____
Councilmember Marilyn Ruano _____

Passed on first reading this ____ day of _____, 2020.

Additions to the text are shown in underlined; deletions from the text are shown in strikethrough.
Omitted portions of this ordinance are shown as “* * *.”

[THIS SPACE INTENTIONALLY LEFT BLANK]

Additions to the text are shown in underlined; deletions from the text are shown in strikethrough.
Omitted portions of this ordinance are shown as “* * *.”

SECOND READING

The foregoing ordinance was offered by Councilmember _____ who moved its adoption on second reading. The motion was seconded by Councilmember _____ and upon being put to a vote, the vote was as follows:

Mayor Manny Cid	_____
Vice Mayor Nelson Rodriguez	_____
Councilmember Carlos O. Alvarez	_____
Councilmember Luis Collazo	_____
Councilmember Joshua Dieguez	_____
Councilmember Jeffrey Rodriguez	_____
Councilmember Marilyn Ruano	_____

Passed and adopted on second reading this ____ day of _____, 2020.

Manny Cid
Mayor

Attest:

Gina M. Inguanzo
Town Clerk

Approved as to form and legal sufficiency:

Raul Gastesi, Jr.
Gastesi, Lopez & Mestre, PLLC
Town Attorney

Additions to the text are shown in underlined; deletions from the text are shown in strikethrough.
Omitted portions of this ordinance are shown as “* * *.”

EXHIBIT A
ORDINANCE

Chapter 13 - LAND DEVELOPMENT CODE

* * *

ARTICLE I. - IN GENERAL

Sec. 13-1. - Definitions and references.

* * * * *

(33.5) *Canopy* means a ~~detachable, roof like cover, supported from the ground, or deck, or floor of a building, and from the walls of a building, for protection from sun or weather.~~ a covering that provides protection against the sun or weather that is installed on a rigid metal frame, which may be metal, wood or other rigid material and supported both by metal or wood posts attached to the ground, deck or floor of a building and, by the wall of the building.

ARTICLE IV. - ZONING DISTRICT REGULATIONS

* * * * *

DIVISION 3. - RU-TH TOWNHOUSE DISTRICT

* * * * *

Sec. 13-442. - Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

* * * * *

Canopy means a temporary detachable canvas or other cloth protection against the sun or weather on a rigid metal frame, which may be of metal wood or other rigid material used similarly as protection against the sun or weather which is supported in part by metal or wood posts attached to the ground or to deck or floor of a building and, in part, on the wall of the

Additions to the text are shown in underlined; deletions from the text are shown in strikethrough.
Omitted portions of this ordinance are shown as “* * *.”

building. A canopy-shutter is a canopy installed, over an opening (door or window) in a manner permitting raising and lowering to close entirely the protected opening.

* * * * *

ARTICLE V. - ALLOWABLE ENCROACHMENTS INTO THE REQUIRED YARDS AND EXCEPTIONS TO THE MAXIMUM PERMITTED HEIGHTS

Sec. 13-1502. - Accessory buildings.

One-story accessory buildings shall be permitted within the required rear yard of single-family or two-family residences if they comply with the following:

- (1) Each accessory building, and the total of all accessory buildings and any storage shed, located in the rear yard, shall not exceed 350 square feet of roofed area (including roof overhangs) or cover more than 20 percent of the required rear yard, whichever is less. Enclosed storage areas in each individual accessory building shall not exceed 100 square feet (60 square feet in the zero lot line developments).
- (2) Accessory buildings shall be set back a minimum of five feet from a rear or interior side property line or for corner lots shall comply with the side street setbacks for the main structure. Roof overhangs shall be permitted to project a maximum of 12 inches into the required five-foot side and rear setbacks.
- (3) Accessory buildings shall be detached a minimum of ten feet from the residence and a minimum of six feet from roof overhangs (detached six feet from the main residence and six feet from any roof overhangs in the zero lot line developments). Accessory buildings shall be spaced apart from each other the same distance requirements as from the main residence.
- (4) Accessory buildings shall be limited to one story with a maximum height of 15 feet.
- (5) Allowable accessory buildings, with the exception of chickee huts as defined in this Code, shall be constructed and finished to match the existing residence (including roofing material) or designed in an architectural style complimentary to the existing residence~~;~~, using either wood or CBS construction to match the residence, or aluminum or synthetic materials in a style that resembles wood construction and compliments the architecture of the main residence. Any accessory building with a pitch equal to or greater than two and one-half shall be constructed of standing metal seam roof, barrel tile, flat tile or another material which simulates barrel tile or flat tile to match the main residence.
- (6) Accessory buildings shall be limited to uses that are accessory to the main use, including but not limited to garages, carports, pergolas, cabanas, gazebos, etc. Sleeping or guest rooms shall not be permitted in detached accessory buildings.
- (7) Accessory buildings may contain heating and air conditioning, washers and dryers, toilets, bar sinks and showers.

Additions to the text are shown in underlined; deletions from the text are shown in strikethrough.

Omitted portions of this ordinance are shown as “* * *.”

- (8) No permit shall be issued for an accessory building for any use unless the principal building exists on the lot, or unless a permit is obtained simultaneously for both buildings and construction progresses concurrently.

* * * * *

Sec. 13-1506. - Canopies.

This section applies to single-family and two-family residences.

- (1) Required front and side yard. Canopies are not permitted within the required front and side yards.
- (2) Required rear yard.
- a. Canopies attached to the main residence and open on at least three sides shall not be included in the lot coverage calculations except for that portion projecting into a required rear yard setback as follows:
1. An attached canopy may project into the required rear yard setback a maximum of seven feet provided that no attached canopy projects any closer than three feet to a property line, unless otherwise provided by subsection (3) below. Any intrusion into a required rear yard setback shall be included in the lot coverage calculations.
 2. All attached canopies must comply with the required side street setbacks for the main residence.
 3. In lots where the rear setback is 25 feet or less, or where a detached gazebo as an accessory structure is unfeasible as determined by the Administrative Official, an attached canopy, open on at least three sides, may project into the rear setback up to a maximum of 50 percent of the required rear yard, provided no other detached accessory structure is proposed for the property. Each canopy located in the rear yard shall not exceed 350 square feet of roofed area (including roof overhangs) or cover more than 20 percent of the required rear yard, whichever is less.
- b. Detached canopies in the rear yards shall comply with the setback and lot coverage restrictions for accessory buildings.
- (3) Construction. With the exception of chickee huts as defined in this Code, all canopies, attached or detached, may only be constructed of canvas, fabric or vinyl and pipe or wood or CBS construction to match the residence, or aluminum or synthetic materials in a style that resembles wood construction and compliments the architecture of the main residence. Any canopy with a pitch equal to or greater than two and one-half shall be constructed of standing metal ~~seam~~seam roof, barrel tile, flat tile or another material which simulates barrel tile or flat tile to match the main residence.

Additions to the text are shown in underlined; deletions from the text are shown in strikethrough.

Omitted portions of this ordinance are shown as “* * *.”



Planning Section
6601 Main Street • Miami Lakes, Florida 33014
Office: (305) 364-6100 • Website: www.miamilakes-fl.gov

Staff Analysis and Recommendation

To: Honorable Chair and Members of the Local Planning Agency
From: Susana Alonso, AICP, Principal Planner
Subject: Aluminum and synthetic roofs on canopies and accessory buildings.
Date: October 6, 2020

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, RELATING TO PERMITTED MATERIALS FOR TOWNHOUSE, SINGLE-FAMILY AND TWO-FAMILY CANOPIES AND ACCESSORY BUILDINGS; AMENDING CHAPTER 13, “LAND DEVELOPMENT CODE”, AT ARTICLE I, “IN GENERAL”, AT SECTION 13-1, “DEFINITIONS AND REFERENCES”, AND AT ARTICLE IV, “ZONING DISTRICT REGULATIONS”, DIVISION 3 “RU-TH TOWNHOUSE DISTRICT”, AT SECTION 13-442, “DEFINITIONS”, AND AT ARTICLE V, “ALLOWABLE ENCROACHMENTS INTO THE REQUIRED YARDS AND EXCEPTIONS TO THE MAXIMUM PERMITTED HEIGHTS” AT SECTION 13-1502, “ACCESSORY BUILDINGS”, AND AT SECTION 13-1506, “CANOPIES” PERMITTING ALUMINUM AND SYNTHETIC MATERIALS IN A STYLE THAT RESEMBLES WOOD CONSTRUCTION; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION INTO THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE. (Jeffrey Rodriguez)

A. BACKGROUND

On August 20, 2020 Town Council of the Town of Miami Lakes directed the Town Manager to amend the Land Development Code to permit aluminum roofs for canopies and accessory buildings. The request arises out of discrepancies in the treatment of canopies attached to the main residence, which require either canvas and pipe or a construction method and roofing to “match” the main residence, and detached accessory structures, which require materials and construction methods to “match or compliment” the main residence. Under the current ordinance, an aluminum structure would be allowed if detached and complimentary to the main residence, but not allowed if attached to the main structure. There are valid concerns regarding the quality of some commercially available aluminum roofing structures, but these concerns are equally applicable for both attached and detached structures and can be alleviated by inserting appropriate language

regarding architectural compatibility. The ordinance amends Sections 13.1, 13-442, 13-1502 and 13-1506 integrating definitions and treatment of similar structures. Of note, Townhouse districts currently permit only canvas and cloth as roofing materials for canopies, and metal or aluminum is only allowed for Bahama shutters, referred to as canopy-shutters by the LDC; No changes are proposed for the Townhouse section at this time.

B. PROPOSED CHANGES

The following described elements are presented in the same order that they appear in the proposed ordinance.

Sec. 13-1. - Definitions and references. The existing definition is replaced with a definition more compatible with language both in the Townhouse section of the LDC and the building code.

DIVISION 3. - RU-TH TOWNHOUSE DISTRICT - Sec. 13-442. – Definitions. No major changes are proposed to this section, only the addition of the word “wood” as an allowable material for the supports.

13-1502. – Accessory Buildings. Language was added regarding aluminum and synthetic roofing materials in a style that resembles wood construction.

C. STAFF RECOMMENDATION

Based on the analysis provided below and other factors contained in this report, Staff recommends approval of the ordinance amending Section 13-1608 as it relates to permitting aluminum roofing on canopies for single-family and two-family buildings.

D. ANALYSIS

The Land Development Code provides that all proposed amendments to the LDC shall be evaluated by the Administrative Official, the Local Planning Agency and the Town Council, and that, in evaluating the proposed amendment, the criteria in Subsection 13-306(b) shall be considered. All portions of this report are hereby incorporated into all portions of this analysis. The following is a staff analysis of the criteria as applied to this ordinance.

1. Whether the proposal is consistent with the Comprehensive Plan, including the adopted infrastructure minimum levels of service standards and the concurrency management program.

Analysis: The Comprehensive Development Master plan does not address roofing. The proposed ordinance has no impact on concurrency management.

Finding: Complies

2. Whether the proposal is in conformance with all applicable requirements of this Code of Ordinances, including this chapter.

Analysis: See Sections “A”, Background; and “B”, Proposed Changes, of this report. The amendment offers a roofing system to single-family and two-family homes that is more resilient than barrel or flat tile construction. The ordinance does not conflict with any other portions of the Code.

Finding: Complies.

- 3. Whether, and the extent to which, land use and development conditions have changed since the effective date of the existing regulations, and whether such changes support or work against the proposed change in land use policy.**

Analysis See Sections “A”, Background; and “B”, Proposed Changes, and Criteria “2”, of this report. Generally, when a variance approval for the same subject becomes reoccurring, it becomes incumbent upon the policy makers to redress the Code and consider whether a change is appropriate. In addition to its resiliency qualities, the Planning and Zoning Board has granted three (3) variances in the last ten (10) years permitting a standing metal seam roof.

Finding: Complies.

- 4. Whether, and the extent to which, the proposal would result in any incompatible land uses, considering the type and location of uses involved, the impact on adjacent or neighboring properties, consistency with existing development, as well as compatibility with existing and proposed land use.**

Analysis: See Sections “A”, Background; and “B”, Proposed Changes, and criteria “2” and “3” of this report. The proposed amendment does not change the list of permitted uses within any zoning district.

Finding: Complies.

- 5. Whether, and the extent to which, the proposal would result in demands on transportation systems, public facilities and services, exceeding the capacity of such facilities and services, existing or programmed, including schools, transportation, water and wastewater services, solid waste disposal, drainage, water supply, recreation, education, emergency services, and similar necessary facilities and services.**

Analysis: See Sections “A”, Background; and “B”, Proposed Changes, of this report. The proposed ordinance does not impact the above systems.

Finding: Complies.

- 6. Whether, and the extent to which, the proposal would result in adverse impacts on the natural environment, including consideration of wetland protection, preservation of any groundwater aquifers, wildlife habitats, and vegetative communities.**

Analysis: See Sections “A”, Background; and “B”, Proposed Changes, of this report. The proposed ordinance does not impact the above systems.

Finding: Complies.

- 7. Whether, and the extent to which, the proposal would adversely affect the property values in the affected area, or adversely affect the general welfare.**

Analysis: See Sections “A”, Background; and “B”, Proposed Changes, and criteria “2” and “3” of this report. Metal standing seam roofing is generally more expensive than traditional barrel or flat tile. It is also more resilient to storm events that may be experienced in South Florida. These factors contribute to the roofing style’s value. That in turn lends value to the rest of the community.

Finding: Complies.

- 8. Whether the proposal would result in an orderly and compatible land use pattern. Any positive and negative effects on such pattern shall be identified.**

Analysis: See Sections “A”, Background; and “B”, Proposed Changes; and Criteria 2, 3, and 7, of this report.

Finding: Complies.

- 9. Whether the proposal would be in conflict with the public interest, and whether it is in harmony with the purpose and intent of this chapter.**

Analysis: See Sections “A”, Background; and “B”, Proposed Changes; and Criteria 2, 3, and 7 of this report.

Finding: Complies.

- 10. Other matters which the Local Planning Agency or the Town Council, in its legislative discretion, may deem appropriate.**

Analysis: See all portions of this analysis. The Local Planning Agency and the Town Council may consider other appropriate factors to determine whether the proposed amendment is appropriate and consistent with the public interest.

Finding: As determined by the Town Council.



Town of Miami Lakes Memorandum

To: Committee Members
From: Veterans Committee
Subject: October Agenda
Date: October 6, 2020

Recommendation:

Please see attached agenda.

Meeting Agenda

Veterans Committee

Meeting Type: Monthly

Date: 10/6/2020

Chair: Angel Vazquez

Time: 8:30 pm

Secretary: Bryan Bacallao

Location: Online pursuant to Town Email

Liaison: William Sanchez

- 1) Call to Order
- 2) Roll Call

	Angel Vazquez, Chair
	Michael Coote, Vice Chair
	Bryan Bacallao, Secretary
	Pedro Fiallo
	Ricardo Outerino
	Angel Vazquez
	Gary Cardenas
	Edward Paez
	Larry Borman
	Leonardo Rodriguez
	Janiel Lazala
	Dennis Polo
	Alejandro Sanchez
	Mario Chavez

- 3) Pledge of Allegiance/ Moment of Silence
- 4) Public Comments
- 5) Order of Business (Deferrals, Additions, Deletions)
- 6) Adoption of Minutes
 - a. February
 - b. July
 - c. August
 - d. September
- 7) Presentations/ Announcements
- 8) Old Business
 - a. 9/11 Event
- 9) New Business
 - a. Veterans Day Parade
- 10) Adjournment



TOWN OF MIAMI LAKES, FLORIDA
Veterans Committee Virtual Meeting Minutes
July 21, 2020
Government Center
6601 Main Street Miami Lakes, FL 33014

- 1. Call to Order:** The meeting was called to order by Chairperson Nayib Hassan at **1633 hrs.** Vice Chairperson Michael Coote recorded the minutes.
- 2. Roll Call: Present:** Nayib Hassan, Michael Coote, Ricardo Outerino, Angel Vazquez, Gary Cardenas, Edward Paez, Larry Bowman, Leonardo Rodriguez, Janiel Lazala, Dennis Polo, Mario Chavez. **Absent:** Bryan Bacallao, Pedro Fiallo, Alejanddro Sanchez.
- 3. Public Comments:**

Mr. William "Bill" Watts, Director of Operations for **Fishing with Americas Finest (FWAF)**– *Veteran Fishing Therapy*, is a Non-Profit 501C3 which provides piscatorial therapy to Veterans diagnosed with Post Traumatic Stress Disorder (PTSD). Mr. Watts expressed his gratitude to the Town of Miami Lakes and the Veterans Committee which awarded FWAF the proceeds (approx. \$16,500) from the 2019 Jingle Bell Jog to offset their operational expenses in providing Piscatorial therapy to Veterans. Mr. Watts highlighted **20 Veterans a day / die from suicide**, and it is the goal of FWAF to assist in reducing that number through a catch & release freshwater fishing program that provides for 300+ Veterans a year through 80 volunteers working with the program. The program intends to extend the program to saltwater in the coming year. Contact info: Info@FWAF.net / ph# 786-351-6829

Ms. Laura Whitfield, PHR, SHRM-CP, Mission United Director, United Way of Miami-Dade and **Mr. Tomas Canela**, the United Way's Manager of Veteran's Services addressed the committee, Mission United in Miami is a single point of entry for veterans to access the help they need, at no cost. Mission United helps ease the transition to civilian life and address the unique needs of veterans. By connecting them to a coordinated network of community partners, we empower veterans and their families to lead productive lives in the community. Services include a pathway to financial stability, legal services, employment assistance and assistance with benefits. Their organization identified (2) Veterans who needed access to a service dog. One with emotional needs, the other with physical needs and Mission United does not offer those services so they wanted to make the committee aware of the need so if an opportunity or resource was made apparent, we could reach out to them. Their contact information. missionunited@unitedwaymiami.org or (305) 646-7130.

Dr. Kent Cheeseboro, Miami-Dade County Veterans Services Coalition (MDCVSC) serves as a resource in the county to assist Veterans, he addressed the committee to express his gratitude with the relationship he has with the Miami Lakes Veterans Committee and the Veteran friendly environment fostered by the Town of Miami Lakes.

Ms. Emily Moreno, Vice president of the Read, Hope, Achieve Inc. (a nonprofit in Miami Lakes), was introduced as an assistant and representative for Miami Lakes Mayor, Manny Cid. She greeted the committee on behalf of the mayor.

- 4. Order of Business** (Deferrals, Additions, Deletions)



TOWN OF MIAMI LAKES, FLORIDA
Veterans Committee Virtual Meeting Minutes
July 21, 2020
Government Center
6601 Main Street Miami Lakes, FL 33014

- a. Committee member Angel Vazquez asked the committee to strike New Business 8a. **Jakeys Park** discussion. Mr. Vazquez had previously asked for the agenda item to be added, but it was agreed the discussion was outside the purview of the Veterans Committee and was being addressed by the Town of Miami Lakes city council. The item was removed from the agenda.
 - b. Vice Chair Michael Coote made a motion for consideration of adding **a moment of prayer and the Pledge of Allegiance** to the agenda as a permanent addition to all meetings included in New Business as 8c. Committee member, Mr. Angel Vasquez seconded the motion. Voice vote: Aye: All. Opposed: None. The item was added to the agenda as 8c.
- 5. Adoption of Minutes:**
- a. February
 - b. June
- Minutes were unavailable for review. Committee member Angel Vazquez made a motion to defer adoption of minutes. The motion was seconded by committee member Gary Cardenas. Voice vote: Aye: All. Opposed: None.
- 6. Presentations/Announcements:** None
- 7. Old Business:**
- a. **Special Response Team training for MDPD Town of ML for Veterans with PTSD.** Veteran committee Chairperson, Nayib Hassan has met with Councilman Luis Collazo, Town Mayor, Manny Cid, and ML PD Commander, Major Ruiz to discuss incorporating the Veteran's Response Team (VRT) training with officers in the town of Miami Lakes with the intent these officers could better connect with Veterans suffering PTSD and could assist in deescalating encounters with this subset of the town's population. The VRT program was developed based on the National Alliance on Mental Illness (NAMI) model of advanced CIT Training. Police officers who have graduated from the CIT training and who are also US Armed Forces Veterans are eligible to attend VRT training. Officers learn specific mental health needs of veterans and resources to assist veterans in Delaware. They learn how to interact as a "peer" as well as a CIT law enforcement officer when a fellow veteran is in crisis. A teleconference will be scheduled in August 2020 with town officials and the Veteran Committee Chairperson and the NAMI Delaware CEO and Executive Director, Dr. Josh Thomas email: jthomas@namide.org to further the discuss the inclusion of VRT in Miami/Miami Lakes.
 - b. **Veterans Day parade Grand Marshall selection.** The discussion centered on Miami Lakes being host to the longest running Veterans Day Parade in South Florida and the need to identify a Grand Marshall in advance of the proposed November 2020 parade date. Mr. Vazquez highlighted the need for early identification to allow the selectee the opportunity to prepare in advance, a point agreed upon by various members of the committee. Mr. Coote suggested the committee begin to think about alternatives to a large public parade in light of concerns with COVID. Discussion centered on the four months remaining and the fluidity of events surrounding the state and national response to COVID. Mr. Coote suggested the carrying of the colors along an abbreviated route with no other participants as a way to continue the tradition



TOWN OF MIAMI LAKES, FLORIDA
Veterans Committee Virtual Meeting Minutes
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of the longest running parade in south Florida. Mr. Lazala is invested in addressing social distancing recommendations and mitigation strategies to be presented to the committee in the next 1-2 months. Mr. Brandon Diaz, Town of Miami Lakes Marketing and Digital Services Specialist will be responsible for the media campaign and is to ensure the request for Grand Marshall nominations be included on the Town website, in addition to inclusion in the newspaper, The Miami Laker. Further discussion was tabled.

c. **Jingle Bell Jog.**

- i. Mr. Hassan asked Town of Miami Lakes liaison, Mr. William Sanchez to ensure sponsorship packets were distributed via email to members of the committee IOT began soliciting donations for the event, recognizing COVID could have a considerable impact on the ability of the town to host the event and it was agreed it would be prudent to caution sponsors when soliciting donations as things could change.
- ii. Mr. Hassan suggested speaking with the Graham Company to see if & when Main Street would be available going into the 2nd-3rd week of December 2020.
- iii. A virtual run was suggested whereby people could register and then complete their run of their own accord and/or on a marked course where participants could record their own times, without having to close the streets and involve large crowds. The committee agreed to wait an additional 1-2 months to determine if the event could be hosted by the town in December 2020.
- iv. Recognizing sponsors from the 2019 Jingle Bell Jog with plaques and a Letter of Appreciation from the Town of Miami Lakes had previously been approved. However, to date no action has been taken. Committee member, Dennis Polo agreed to source and provide price estimates for the plaques based on his previous work with the USMC Toys for Tots campaign. He will provide an update at the August 2020 Veterans Committee meeting.

8. **New Business**

- a. **Jakey's Park** – Struck from the agenda by selfsame nominee, Mr. Angel Vazquez.
- b. **Veteran(s) in need of service dog.** No action required. Addressed during public comments.
- c. **Addition of Moment of Silence and Pledge of Allegiance at the start of all Veteran Committee meetings.** Discussion limited, as all agreed. Mr. Vazquez felt inclusion of prayer would be appropriate, Mr. Rodriguez and Mr. Lazala supported a Moment of Silence. Motion to include a moment of silence and Pledge of Allegiance made by Mr. Coote, seconded by Mr. Rodriguez. Voice vote: Aye – All. Opposed – None.
- d. **Jingle Bell Jog Plaques** – No action to date. Committee member, Mr. Dennis Polo volunteers to contact trophy store and provide quotes by August 2020 meeting.
- e. **Veteran Committee shirts** – No action to date. ML Town liaison, Mr. Sanchez to take for action by August 2020 Veteran Committee meeting.

9. **Adjournment**

1741 hours – Motion to adjourn made by Mr. Leo Rodriguez, Seconded by Mr. Lazala. Voice Vote Aye – All. Opposed – None.

Veterans Committee Meeting Minutes – August 17, 2020

1. **Call to Order:** The meeting was called to order by Chairperson Michael Coote at 12:31 hrs. Chair Coote asked Member Gary Cardenas to take the minutes.
2. **Roll Call: Present** - Michael Coote, Angel Vazquez, Gary Cardenas, Edward Paez, Larry Borman, Leonardo Rodriguez, Janiel Lazala, Dennis Polo, Pedro Fiallo. **Absent:** Bryan Bacallao, Alejandro Sanchez, and Mario Chavez. Ed Paez informed us that Mario Chavez was in the Hospital with COVID-19.
3. Chair Michael Coote led our members into our Pledge of Allegiance and a moment of silence.

Chair Coote said that for those who are not yet aware, the reason for his chairing the meeting is because our former Chairman Nayib Hassan had tossed his hat into the ring and filed to run for Council seat # 1. As a result, he had to resign as Chairman of our Committee. Before turning it over to Nayib Hassan for a few words, Chair Coote proceeded to thank him for helping to establish our Committee as a force for Veterans issues. While Mr. Hassan is not a Veteran, there are deep connections for his dedication to Veterans and their causes. Chair Coote acknowledged his many contributions to the Committee and the Town, including the Jingle Bell Jog 5k, the VTR initiative which he hoped to see it moved forward, just to name a few.

Mr. Hassan followed by thanking chair Coote for his kind words and everyone else in the Committee. He expressed his appreciation to Mr. Cardenas for his guidance after he took over the Committee in January 2018. Mr. Hassan said he had been honored to serve everyone and expressed his appreciation for the support he received from every committee member, which made it possible for the events being so successful; we all worked as a team. He also expressed his appreciation for the support from the sponsors; Fred Senra from Miami Lakes AutoMall, Headquarter Toyota, and many others in the community.

At this time, he asked if Chair Coote would like him to speak now about the items under the Old Business heading, which had been involved with but Chair Coote asked him to wait until we reach those item.

Jay asked that now that Mr. Hassan is gone how does a replacement work. Chair Coote said that the issue will be addressed further down in the agenda. Jay mentioned that he was pressed for time if it could be moved up. Chair Coote explained that Town Attorney indicated that elections had to be held, although Roberts Rules of Order says that the Vice Chair moves up. He told Jay that most of the items on the agenda are older items previously discussed, there should not be much debating, thus it would not take long to get to the elections portion of the meeting.

4. Public Comments:

5. Order of Business (Deferrals, Additions, Deletions)

Items under line 8. Old Business are hereby reflected in their proper order.

- a. Plaques for Sponsors Update
- b. Transfer of funds for Shirts approval Update
- c. Miami Dade Police Dept Training/Veterans Response Team (VTR) Update
- d. Veterans Day (Nov) Grand Marshall
- e. 5K Jingle Bell Jog

Items under line 9. New Business are hereby reflected in their proper order

- a. 9/11 Flag Planting Ceremony at Picnic Park West
- b. Proposal to include Military Tribute Banner for USN Jack Ryan Otrovsky, crew member of the USS Bonhomme Richard who died at the Naval Base in San Diego in July. Grandparents are ML residents.
- c. Elections for Veterans Committee Vacancy

6. Adoption of Minutes:

- a. February – Deferred to next meeting
- b. May 21, 2020 - Conclusion of 5/14 meeting. Deferred to next meeting
- c. June – After corrections were noted by Mr. Cardenas, Ed moved to adopt, Gary seconded. Vote passed with one Nay vote from Chair Coote.
- d. July – Ed moved to adopt; Jay seconded. Vote passed with one Nay vote from Chair Coote.

7. Presentations/Announcements: None

8. Old Business:

- a. Plaques for Sponsors Update:
Dennis said quote should be delivered to William Sanchez by Friday
- b. Transfer of funds for Shirts approval Update.
Chair Coote asked William for an Update, but Mr. Hassan interjected stating that transfer of funds was previously approved by the Committee, all it needed was for it to be transferred from the Town's Finance department. William said he will put it on the Council's meeting agenda for transfer. Chair Coote asked that since we had added new members, had everyone's shirt size has been provided. Mr. Hassan replied yes.
- b. MDPD /Veterans Response Team (VRT)
Chair Coote said that this project's initiative had been presented to Council and it involved the MDPD CIC Director who provided the training to the Town's Police force. In order to establish a baseline, the

CIC Director said that out of 7,500 cases where the CIC response team was involved, only 50 were Veterans therefore he believes the numbers do not warrant said project. Chair Coote strongly believes this project should be carried across Miami Dade.

Mr. Hassan said he had spoken with Councilman Collazo, who had spoken with Major Ruiz, Commander for the Town's police who said that he would follow it up the chain of command. Mr. Hassan said that he will stay in contact with Councilman Collazo to ensure that this project is carried across Miami Dade, perhaps using the Town's Police force as the Pilot.

*At this time Ed Paez reminded everyone that we had not taken a vote to transfer the additional \$237.00 needed to pay for the Committee's shirt, and Chair Coote asked for a motion. Ed Paez moved; Leo Rodriguez seconded. Motion passed without objection.

****This item should be added at the end of line 8. b.**

c. Veterans Day parade Grand Marshall:

Chair Coote said that last month we said to proceed with the solicitation of nominees for Grand Marshall, and William Sanchez said that since the COVID-19 numbers were still high the Town was holding up the Parade event. Discussion from various members of the Committee ensued asking William Sanchez as to why not proceed with the Grand Marshall nomination/selection, this is something that we ought to do whether we have a Parade or not. If no Parade, we can do a Viral presentation where he/she is introduced and speak, much like the 4th of July celebration. Our guest, Ed Rodriguez, Veterans Affairs Director Florida Dept. of Agriculture & Consumer Services chimed in suggesting that could even plan a virtual parade. William Sanchez said that he would send an email to Council members today.

d. 5K Jingle Bell Jog

Mr. Hassan said that he had reached out to Headquarter Toyota and said that funding for this year's race would be an issue for all of our sponsors and we should consider cancelling it. However, he said that the contract with the promoter is for 3 years, that we needed to discuss with them. Ed jumped up and said he was not even aware that we had a 3-year contract, and if there is not an escape clause. Dennis said that he is a runner, and most races these days are viral, and they are less expensive. Chair Coote asked Willie if he get a copy of the contract, and that perhaps Ed can review it. Ed said ok, but to be aware that he would not be offering any "legal advice." Willie said he would provide the copy to Chair Coote.

Just as we were getting ready to move on, Willie informed us that the Town Administration had cancelled the Jingle Bell Jog 5K for 2020.

9. New Business

a. Flag Planting Ceremony at Picnic Park West

This project was presented to Mr. Hassan prior to his resignation, and he had provided Mr. Sanchez with the information in July. Mr. Hassan said that Pharma Natural, a local company would donate 2,997 Flags to be buried around the perimeter of Picnic Park West, to honor the fallen on that fateful day: 9/11/2001. He said he had already spoken with the Public Service Committee, that volunteers were needed, and that it would be of no cost to the Town.

Chairman Coote suggested that the Town contact channel 10 or others to be there on that day. He also asked for a volunteer to lead this project, and Larry Borman said he would lead it. Chair Coote asked for a motion to move forward this project. Pedro moved; Larry seconded. Vote passed without objection

b. Proposal to include Military Tribute Banner for USN Jack Ryan

Otrovsky, crew member of the USS Bonhomme Richard who died at the Naval Base in San Diego in July. Grandparents are ML residents.

Chair Coote said that this was a sailor who lost his life on the fire onboard the USS Bonhomme Richard, and he feels that since he has a family connection to Town residents we should honor him, and asked about cost involved. William Sanchez said that he had already contacted the Banner company, and when it involves the loss of life in the line of duty the Banner is printed for free. William also mentioned that this would be of no cost to the sponsor or to the Town. Gary Cardenas asked who was responsible for providing photo and military data, and Mr. Hassan said that he had already provided that information to Mr. Sanchez.

At this point Ms. Clarisell DeCardenas-Collazo asked for a point of order to inform Mr. Hassan that he was no longer part of the Committee, but a member of the community at large. As such he could not be introducing or leading any project or event for the Committee. Anything he had to say would fall under the Public Comments. Her statement was supported by Town Attorney Lorenzo Cobiella. Mr. Hassan apologized to the Town representatives and the Committee. Chair Coote asked for a motion to approve. Angel moved; Pedro seconded. Vote passed without objection.

c. Election for Veterans Committee Vacancy.

Larry began by asking why we needed an election. Why don't we give Chairman Coote a little bit of time as our leader, obviously he is doing a very nice job, and he proceed to make a motion to keep Chairman

Coote in place, and the motion was seconded by Gary. Chair Coote asked Town Attorney Cobiella if that was a possibility, but he said no. That in all previous cases, there has always been an election for a Chairman whenever a vacancy occurred. He said that Elections needed to take place, that come January 2021 elections anyone can be nominated once again. The motion by Larry did not carry. Town Attorney Cobiella said that we should proceed with the nominations, followed by the election. As such, Chair Coote asked for nominations as Chairman.

Pedro nominated Angel Vazquez, and he accepted
Larry Borman nominated Michael Coote, and he accepted
Gary Cardenas was nominated, but he respectfully declined

Chair Coote began to take a roll call of members present, asking for their vote for Chairman until January 2021, and asked Gary to tally the vote count.

Michael Coote received 4 votes

Angel Vazquez received 5 votes

Accordingly, Angel Vazquez was elected to serve as new Chairman until January 2021.

Michael Coote will continue to serve as Vice Chairman

Following the election, the gavel was passed on to our new Chairman Angel Vazquez, whose first order of business was to call for the adjournment of our meeting.

Jay moved to adjourn; Angel seconded. Meeting was adjourned without objection.