

**TOWN OF MIAMI LAKES, FLORIDA**

INITIAL TOWN COUNCIL MEETING  
FEBRUARY 28, 2001  
MIAMI LAKES MIDDLE SCHOOL  
6245 MIAMI LAKEWAY NORTH  
MIAMI LAKES FL 33014

**MINUTES**

1. **CALL TO ORDER:** The first meeting of the Town of Miami Lakes Council was called to order by Miami Lakes Charter Commission Chairman Manny Figueroa at 7:00 p.m.
2. **ROLL CALL:** The following Council Members were present at roll call: Roberto Alonso, Mary Collins, Robert Meador, Michael Pizzi, Nancy Simon, Peter Thomson, and Mayor Wayne Slaton.
3. **INVOCATION:** Our Lady of Lakes Pastor James P. Murphy gave the invocation.
4. **PLEDGE OF ALLEGIANCE:** Miami Lakes Boy Scout Troop No. 49 let the Pledge.
5. **INDUCTION:** Miami Dade County Circuit Court Judge David Young swore in Councilwoman Collins and Miami Dade County Clerk Harvey Ruvin swore in Council Members Alonso, Meador, Pizzi, Simon, Thomson, and Mayor Slaton.

Stuart Wylie presented the Council with Senatorial Recognition on behalf of Senator Bob Graham.

6. **COMMENTS BY MAYOR AND COUNCIL MEMBERS:** The Mayor and Council Members thanked the public and expressed their appreciation for having been elected to serve on the Town Council.
7. **RECOGNITION OF OTHER PUBLIC OFFICIALS:** Mayor Slaton recognized Miami-Dade County Mayor Alex Penelas, Representative Ralph Arza, Commissioners Natacha Seijas and Miriam Alonso.
8. **RECOGNITION OF MEMBERS OF THE CHARTER COMMISSION:** Mayor Slaton recognized Manny Figueroa, Chairman; Angela Garrison, Vice Chair and Commission Members: Maggie Clavelo, Dorothy G. Cook and Edward Pidermann and Alternate Member Albert del Castillo. He also recognized Beatris M. Arguelles, Clerk and Attorneys Richard Jay Weiss, Nina L. Boniske and Alison S. Bieler.

The Mayor recessed the meeting and reconvened after 35 minutes.

9. **ELECTION OF VICE MAYOR:** councilwoman Mary Collins moved to nominate Councilman Roberto Alonso to serve as Vice Mayor. Councilman Thomson seconded

the motion. Hearing no additional nominations, the question was called and the motion carried unanimously.

**10. APPOINTMENTS:**

- A. TOWN CLERK:** Acting Town Attorney Richard Jay Weiss read the resolution by title as follows:

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA APPROVING BEATRIS M. ARGUELLES AS ACTING TOWN CLERK; AND PROVIDING FOR AN EFFECTIVE DATE. (R01-01)**

Councilwoman Collins moved to adopt the Resolution as read by title. Councilman Thomson seconded the motion.

The Acting Town Attorney reviewed the Resolution, noting that the Acting Clerk, on a temporary basis, would provide notice of regular and special council Meetings and workshops, keep and maintain the minutes, record all ordinances, resolutions and motions enacted by the Council, attend Council meetings and workshops and perform any necessary ceremonial functions. He noted that Ms. Arguelles agreed to provide this service on a volunteer basis and would receive no compensation other than reimbursement for expenses.

Following brief discussion and a review of Ms. Arguelles qualifications, the question was called and the motion carried unanimously.

- B. ACTING TOWN ATTORNEY:** Mr. Weiss read the Resolution by title as follows:

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, APPROVING WEISS, SEROTA, HELFMAN, PASTORIZA & GUEDES, P.A. AS ACTING TOWN ATTORNEY; AND PROVIDING AN EFFECTIVE DATE. (R01-02)**

Councilwoman Collins moved to adopt the resolution as read by title. Councilman Thomson seconded the motion.

Mr. Weiss reviewed the retainer agreement, noting that the temporary appointment can be terminated at any time. He outlined the fee schedule and the scope of services.

The Council reviewed and discussed the firm's qualifications as well as the qualifications of Ms. Boniske, who would be assigned to the Town. Following such discussion, the question was called and the motion carried unanimously

11. **SUNSHINE LAW:** The Acting Town Attorney reviewed the basics of Chapter 286 of the Florida Statutes (*Sunshine Law*).
12. **PUBLIC RECORDS:** The Acting Town Attorney briefly reviewed F.S. Chapter 119, Public Records.
13. **VOTING CONFLICTS AND ETHICS:** The Acting Town Attorney reviewed F.S. Chapter 112, "The John J. Savage Memorial Act of 1974" (*Code of Ethics*.)
14. **SUMMARY:** The Acting Town Attorney gave a brief summary.
15. **DISCUSSION AND/OR ACTION ITEMS:**

**A. GENERAL ADMINISTRATIVE/FINANCE:**

1. **TEMPORARY OFFICE SPACE:** The Acting Town Attorney read the Resolution by title as follows:

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, AUTHORIZING THE MAYOR AND ACTING TOWN ATTORNEY TO NEGOTIATE A LEASE AGREEMENT FOR TEMPORARY OFFICE SPACE BETWEEN THE GRAHAM COMPANIES, INC. AS LANDLORD AND THE TOWN OF MIAMI LAKES AS TENANT; AUTHORIZING THE MAYOR TO EXECUTE THE LEASE AGREEMENT AND TAKE ANY ACTIONS NECESSARY TO COMPLY WITH THE TOWN'S OBLIGATIONS UNDER THE LEASE AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE. (R01-03)**

Councilman Thomson moved to adopt the resolution as read by title. Councilwoman Collins seconded the motion. Discussion ensued regarding other possible locals. The Acting Town Attorney noted for the record, the temporary nature of the agreement, citing that the Council would be able to terminate the lease with thirty (30) days notice. Following agreement among the Council that the location would serve on a temporary basis, as a central base from which to disseminate information to the public, the motion carried unanimously.

2. **ADVANCE FUNDS FROM MIAMI-DADE COUNTY:** The Acting Town Attorney read the Resolution by title as follows:

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, PROVIDING FOR APPROVAL OF AN INTERLOCAL AGREEMENT BETWEEN MIAMI-DADE**

**COUNTY AND THE TOWN OF MIAMI LAKES; PROVIDING FOR AN ADVANCE OF FUNDS TO THE TOWN FOR INITIATION AND START-UP OF MUNICIPAL GOVERNMENT; AND PROVIDING FOR AN EFFECTIVE DATE. (R01-04)**

Councilman Thomson moved to adopt the Resolution. Vice Mayor Alonso seconded the motion, which carried unanimously.

3. **BANKING SERVICES:** The Acting Town Attorney read the resolution by title as follows:

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, PROVIDING FOR THE ESTABLISHMENT OF TOWN ACCOUNTS WITH A QUALIFIED PUBLIC DEPOSITORY; PROVIDING FOR DEPOSIT OF FUNDS; PROVIDING FOR NECESSARY SIGNATORIES ON SUCH ACCOUNTS; PROVIDING NOTICE TO THE STATE TREASURER AND PROVIDING FOR AN EFFECTIVE DATE. (R01-05)**

Councilwoman Collins moved to adopt the Resolution as read. Councilman Meador seconded the motion. The motion carried unanimously.

4. **INSURANCE:** The Acting Town Attorney read the resolution by title as follows:

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, AUTHORIZING THE MAYOR AND ACTING TOWN ATTORNEY TO NEGOTIATE THE PURCHASE OF INSURANCE COVERAGE FOR THE TOWN'S ELECTED OFFICIALS, OFFICERS AND OFFICE FACILITIES; PROVIDING FOR A DETERMINATION OF IMPRACTICABILITY AS TO COMPETITIVE BIDDING FOR SUCH INSURANCE SERVICES AND PROVIDING FOR AN EFFECTIVE DATE. (R01-06)**

Councilwoman Collins moved to adopt the Resolution and enter into a contract with the Florida League of Cities Insurance Trust. Councilman Thomson seconded the motion. Brief discussion ensued. Following same, the motion carried unanimously.

5. **APPLICATION FOR EMPLOYER IDENTIFICATION NUMBER AND TAX EXEMPTION:** The Acting Town Attorney read the Resolution by title as follows:

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, AUTHORIZING THE PREPARATION OF AND SUBMISSION OF THE TOWN'S APPLICATIONS FOR EMPLOYER IDENTIFICATION NUMBER AND TAX EXEMPTION AND PROVIDING FOR AN EFFECTIVE DATE. (R01-07)**

Councilwoman Collins moved to adopt the resolution as read by title. Councilwoman Simon seconded the motion, which carried unanimously.

6. **APPLICATION FOR REVENUE SHARING (June 1, 2001):** The Acting Town Attorney read the resolution by title as follows:

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA AUTHORIZING THE PREPARATION OF AND SUBMISSION TO THE STATE OF FLORIDA DEPARTMENT OF REVENUE OF THE TOWN'S APPLICATION FOR STATE REVENUE SHARING PURSUANT TO CHAPTER 218, FLORIDA STATUTES AND PROVIDING FOR AN EFFECTIVE DATE. (R01-08)**

Councilwoman Collins moved to adopt the resolution as read by title. Councilwoman Simon seconded the motion, which carried unanimously.

7. **INTERIM ADMINISTRATIVE COORDINATOR:** The Acting Town Attorney read the resolution by title as follows:

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, AUTHORIZING THE MAYOR TO APPOINT AN INTERIM ADMINISTRATIVE COORDINATOR FOR THE TOWN AND PROVIDING AN EFFECTIVE DATE.**

A motion to adopt the resolution and appoint Ms. Garrison to the interim position at a salary of \$1,500 per week was made by Councilwoman Collins, seconded by Councilman Thomson. Following lengthy discussion regarding the possibility of appointing more than one person and/or the use of volunteers, and comments from the public, the motion was withdrawn.

Ms. Garrison expressed appreciation to the Council for their consideration and volunteered to serve without compensation. Magaly Cooling also volunteered her time.

Councilwoman Simon moved to appoint Angela Garrison and Magaly

Cooling for a period of two weeks to perform such duties as are required, under the direction of the Mayor, and to authorize reimbursement for expenses as authorized by the Mayor. The motion was seconded by Councilman Pizzi. The motion carried unanimously.

Councilman Thomson suggested that the duties, scope and recommended salary of the position of Interim Administrative Coordinator be defined and that applications be requisitioned. The Council concurred.

**B. DISCUSSION ITEMS:**

1. **FUTURE MEETING DATES/TIME/LOCATION:** Mayor Slaton announced that the Council would meet on Tuesday, March 13 and Tuesday, March 27, 2001 at 7:00 p.m. at Miami Lakes Middle School.
2. **NOTICES/ADVERTISING:** to be advertised in the Miami Herald Neighbors.
3. **ETHICS WORKSHOP BY MIAMI-DADE COUNTY COMMISSION ON ETHICS AND PUBLIC TRUST:** The Council agreed to attend the workshop to be held on Wednesday, March 22, 2001.

**C. FUTURE AGENDA ITEMS:** No action was taken on the following items:


1. Town Manager – Visioning Session/Workshop
2. Special Conditions Interlocal Agreement (transition of services between Miami-Dade County and the Town.
3. Interlocal Agreement with Miami-Dade County for Police Services.
4. First Fiscal Budget (June 1, 2001)
5. Local Planning Agency.
6. Town Zip Code.
7. Town Seal
8. Town Web Page.

16. **ADJOURNMENT:** The Mayor adjourned the meeting at 11:00 p.m., following a motion by Councilwoman Collins, seconded by councilwoman Simon.

Approved this 13<sup>th</sup> day of March, 2001

Attest:

  
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Hon. Wayne Slaton, Mayor

  
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Beatris M. Arguelles, Interim Town Clerk