



NORTH BAY VILLAGE
EST. 1945

NORTH BAY VILLAGE
REGULAR VILLAGE COMMISSION MEETING
PUBLIC MEETING NOTICE

Tuesday, November 18, 2025 at 6:00 PM
1666 Kennedy Causeway, #101, North Bay Village, FL 33141

(In-person and virtual via Zoom. See below for details)

The meeting agenda is available online at:

<https://northbayvillage-fl.gov/agendas-minutes>

Elected Officials and Village staff will participate from the physical meeting location. Members of the public may attend the meeting in person at the physical meeting location, or, alternatively, may watch or call in to the meeting by following these instructions:

ATTEND THE MEETING IN PERSON AT THE PHYSICAL MEETING LOCATION:

The meeting will be held in person at the physical meeting location stated above. Admission to the physical meeting location is on a first-come, first-serve basis and space is limited.

Doors will open 30 minutes prior to the meeting start time.

The Village highly encourages those in attendance to wear facial coverings and abide by social distancing as recommended by the CDC.

Watch the Public Meeting:

<https://northbayvillage-fl.gov/videos>

TV Channel 661

Facebook Live

Participate in the meeting via Zoom:

Meeting ID: 891 2658 3746

Listen via telephone to the Virtual Public Meeting:

1-305-224-1968 or 1-929-205-6099

For technical support during the meeting, please contact:

(786) 309-4991

PUBLIC COMMENTS

Public comments will be accepted by the following means:

IN-PERSON COMMENTS: Members of the public may attend the meeting at the physical meeting location stated above and deliver their public comments in person during the public comment portion of the agenda.

VIRTUAL COMMENTS: *Public comments will also be accepted during the meeting using the virtual meeting platform.*

VIA E-MAIL TO: publiccomment@nbvillage.com

Interested parties or their authorized representatives may address the Commission and/or Board via written or electronic commentary ("e-comments") by emailing the Village Clerk at least two (2) hours prior to the commencement of the meeting. E-comments will not be read during the meeting but will be distributed to the Village Commission or Board prior to the commencement of the meeting. You may send your concerns with the subject line "PUBLIC COMMENT" and the following information in the body of the email: your name, address, if you are a hired Consultant or Village Employee, and/or if you are engaged in lobbying activities and/or representing an organization.

PUBLIC RECORDS

The meeting will be recorded for later viewing and is a public record. Minutes of the meeting will be taken and will be made available.

IN ACCORDANCE WITH THE PROVISIONS OF SECTION 286.0105, FLORIDA STATUTES, ANYONE WISHING TO APPEAL ANY DECISION MADE BY VILLAGE COMMISSION, WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING, WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH RECORD SHALL INCLUDE THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. AGENDA ITEMS MAY BE VIEWED AT THE OFFICE OF THE VILLAGE CLERK, NORTH BAY VILLAGE, 1666 KENNEDY CAUSEWAY. ANYONE WISHING TO OBTAIN A COPY OF ANY AGENDA ITEM SHOULD CONTACT THE VILLAGE CLERK AT 305-756-7171 EXT 45. A COMPLETE AGENDA PACKET IS ALSO AVAILABLE ON THE VILLAGE WEBSITE AT www.northbayvillage-fl.gov.

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LOBBYING ACTIVITIES

Any person who received compensation, remuneration or expenses for conducting lobbying activities is required to register as a lobbyist with the Village Clerk prior to engaging in lobbying activities per Village Code Sec. 38- 17. "Lobbyist" specifically includes the principal, as well as any agent, officer or employee of a principal, regardless of whether the lobbying activities fall within the normal scope of employment of the agent, officer or employee. The term "lobbyist" specifically excludes the following persons: lobbyists hired by the Village who are communication with Village personnel in the course of performing under their contracts; attorneys or other representatives retained to represent individuals and corporate entities in quasi-judicial proceedings where the law prohibits ex -parte communications; expert witnesses who only provide scientific, technical or other specialized information or testimony at public meetings; employees of the principal who do not engage in lobbying activities and representatives of non-profit organizations who only appear at publicly noticed meetings, without special compensation or reimbursement for the appearance, whether direct, indirect or contingent, to express support or opposition to any item.

Have questions or need additional information?

E-mail: villageclerk@nbvillage.com

Call: 305-756-7171



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North Bay Village

OFFICIAL AGENDA
REGULAR VILLAGE COMMISSION MEETING
1666 Kennedy Causeway, #101, North Bay Village, FL 33141
(In-person and virtual via Zoom. See below for details)
Meeting ID: 891 2658 3746
Tuesday, November 18, 2025
6:00 PM

Decorum: Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the board shall be barred from further appearance before the board by the presiding officer, unless permission to continue or again address the commission is granted by the majority vote of the commission members present. No clapping, applauding, heckling or verbal outbursts in support or opposition to a speaker or his or her remarks shall be permitted. Signs or placards may be disallowed in the commission chamber by the presiding officer. Persons exiting the commission chambers shall do so quietly.

Any person who received compensation, remuneration or expenses for conducting lobbying activities is required to register as a lobbyist with the Village Clerk prior to engaging in lobbying activities per Village Code Sec. 38-17. "Lobbyist" specifically includes the principal, as well as any agent, officer or employee of a principal, regardless of whether the lobbying activities fall within the normal scope of employment of the agent, officer or employee. The term "lobbyist" specifically excludes the following persons: lobbyists hired by the Village who are communication with Village personnel in the course of performing under their contracts; attorneys or other representatives retained to represent individuals and corporate entities in quasi-judicial proceedings where the law prohibits ex-parte communications; expert witnesses who only provide scientific, technical or other specialized information or testimony at public meetings; employees of the principal who do not engage in lobbying activities and representatives of non-profit organizations who only appear at publicly noticed meetings, without special compensation or reimbursement for the appearance, whether direct, indirect or contingent, to express support or opposition to any item.

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- 1. Opening Items**
 - A. Call to Order**
 - B. Roll Call**
 - C. Pledge of Allegiance**
 - D. Invocation**

 - 2. Order of Business**

 - 3. Presentations**
 - A. Proclamations and Awards**
 - B. Special Presentations to Commission**

- 3.A. [Presentation of a Proclamation Epilepsy](#)
- 3.B. [Presentation of an Annual Contribution to Treasure Island Elementary School for the Faculty Interventionist](#)
- 3.C. [Presentation on the Village's Real Estate Development Incentives / Fee Schedule](#)
[Community Development Fees Report.pdf](#)

3.D. [Recognition of Police Officer of the Quarter](#)

* Lieutenant Norlan Benitez and Lieutenant Manuel Casais as Officers of the Quarter for April-June 2025.

* Sergeant Ethan Cherasia and Officer Francisco Landrian as Officers of the Quarter for July-September 2025.

[Officer of the Quarter April-June 2025 Benitez-Casais.pdf](#)

[Officer of the Quarter July-September 2025 Cherasia-Landrian.pdf](#)

4. Open Forum

5. Approval of Commission Minutes

- 5.A. [Approval of the Following Meeting Minutes - Village Clerk, Alba L. Chang](#)
[09.26.2025 Special Mtg. Draft.pdf](#)
[09.29.2025 Final Budget Hearing.pdf](#)
[09.29.2025 Second C. Mtg.pdf](#)

6. Advisory Board Minutes/Written Reports.

- 6.A. [Animal Welfare Board - Vice Chair Rosaura Lopez](#)

7. Village Commission's Report

8. Village Attorney's Report

9. Village Manager's Report

For detailed reporting of the prior month's expenditures, please visit the Finance Department webpage on the North Bay Village website at: [NBV Finance Department](#)

- 9.A. [Report on the Acquisition of the New Public Works Building](#)
- 9.B. [Status Report on the Village's Grants](#)
- 9.C. [Traffic Enforcement Report \(October 2025\)](#)
[Monthly Traffic Report \(October 2025\).pdf](#)

- 9.D. [Code Enforcement Report \(October 2025\)](#)
[August 2025 CM-Code Report.pdf](#)
[September 2025 CM-Code Report.pdf](#)
[October 2025 CM-Code Report.pdf](#)
- 9.E. [Communications & Special Events Report \(October 2025\)](#)
[November 2025 CommsEvents Report.pdf](#)

10. Village Clerk's Report

- 10.A. [Village Clerk Report for October of 2025](#)
[PRR October Log.pdf](#)

11. Consent Agenda

A. Staff Items

B. Proclamation/Award/Village Key Requests

- 11.A. [A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING RESOLUTION NO. 2025-088 ESTABLISHING THE VILLAGE'S 2025-2026 STATE LEGISLATIVE APPROPRIATION REQUESTS TO REFLECT REVISED PROJECT PRIORITIES AND FUNDING AMOUNTS; AND PROVIDING FOR AN EFFECTIVE DATE. - VILLAGE MANAGER FRANK ROLLASON](#)

It is recommended that the Village Commission amend the 2025/2026 State Legislative Appropriation Request as presented.

[Resolution Amending Legislative Requests 25-26.DOCX](#)

- 11.B. [A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING A FINAL BUDGET AMENDMENT FOR FISCAL YEAR 2024-2025; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE. - VILLAGE MANAGER, FRANK ROLLASON](#)

It is recommended that the Village Commission approve the end-of-the year adjustments resulting in a final budget amendment for the 2024-25 Fiscal Year.

[Resolution Amending Budget - 24 25 - Final Adjustments.DOCX](#)
[Exhibit A-FY2025 Final Budget Amendment.pdf](#)

- 11.C. [A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, RATIFYING AN ENGAGEMENT LETTER AND PAYMENT TO TRIMERGE CONSULTING GROUP, P.A. FOR ACCOUNTING CONSULTING SERVICES IN THE AMOUNT OF \\$75,315.00; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE. - VILLAGE MANAGER FRANK ROLLASON](#)

It is recommended that the Village Commission ratify an engagement letter and payment to TriMerge Consulting Group, PA, for financial consulting support services in the amount of \$75,315.00

Resolution - Ratifying TriMerge Consulting Expenses.DOCX
Exhibit A - TriMerge - Finance Engagement Letter.pdf
Exhibit B-Invoice For Emergency Consulting Services .pdf

- 11.D. A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH FIRST CHOICE DIGITAL, INC. FOR DOCUMENT SCANNING SERVICES IN AN AMOUNT NOT TO EXCEED BUDGETED FUNDS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE. - VILLAGE CLERK, ALBA L. CHANG

It is recommended that the Village Commission approve a Professional Service Agreement with First Choice Digital Inc., for records scanning services subject to budgeted funds.

Resolution Approving Document Scanning Services.DOCX
Exhibit A- First Choice Digital Piggyback.DOCX
Cover Agreement-Exhibit A-LBTS Town Contract.pdf
Cover letter Exhibit B-Proposal-PB Scanning Agreement.pdf

- 11.E. A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH BISCAYNE BAY WATERKEEPER, INC. FOR WATER QUALITY MONITORING SERVICES IN AN AMOUNT NOT TO EXCEED BUDGETED FUNDS; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE - VILLAGE MANAGER, FRANK ROLLASON

It is recommended that the Village Commission approve the first amendment to the Professional Service Agreement with Biscayne Waterkeeper Inc.

Resolution-Waterkeeper First Amendment.DOCX
First Amendment-Waterkeeper Agreement.DOCX
Amendment Exhibit A Scope of Work.pdf

- 11.F. A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE FLORIDA STATE LODGE 81 FRATERNAL ORDER OF POLICE INC. FOR CIVILIAN PERSONNEL; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE. - VILLAGE MANAGER FRANK ROLLASON (DEPUTY VILLAGE MANAGER/ HUMAN RESOURCES DIRECTOR, JENICE ROSADO)

It is recommended that the Village Commission approve the October 1, 2025 - September 30, 2028, Collective Bargaining Agreement with the Florida State Lodge Fraternal Order of Police Inc. for the Village's Civilian Personnel.

Resolution Approving CBA - Civilian.DOCX

- 11.G. A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE FLORIDA STATE LODGE 81, FRATERNAL ORDER OF POLICE INC. FOR POLICE OFFICERS, CORPORALS, SERGEANTS, AND LIEUTENANTS; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE. - VILLAGE MANAGER FRANK ROLLASON (DEPUTY VILLAGE MANAGER / HUMAN RESOURCES DIRECTOR, JENICE ROSADO)

It is recommended that the Village Commission approve the October 1, 2025 - September 30, 2028, Collective Bargaining Agreement with the Florida State Lodge Fraternal Order of Police Inc. for the Police Department Sworn Personnel.

Resolution Approving CBA - Police.DOCX
FOP TA clean version 11.7.25.DOCX

- 11.H. A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, RATIFYING THE PURCHASE OF POWERDMS PROFESSIONAL STANDARDS SUITE LICENSES FROM GOVERNMENTJOBS.COM, INC. D/B/A/ NEOGOV FOR USE BY THE POLICE DEPARTMENT IN AN AMOUNT NOT TO EXCEED BUDGETED FUNDS; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE. - VILLAGE MANAGER FRANK ROLLASON

It is recommended that the Village Commission ratify the purchase of this add-on service and appropriate budgeted funds for the same.

Resolution Ratifying PowerDMS Software.DOCX
Exhibit A - PowerDMS .pdf

- 11.I. A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AWARDED INVITATION TO BID NO. 2025-002 TO DAVID MANCINI & SONS, INC. (DMSI) FOR THE VILLAGE'S NORTH BAY ISLAND (NBI) PHASE 1 STORMWATER IMPROVEMENTS PROJECT IN AN AMOUNT NOT TO EXCEED \$11,623,151; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE - VILLAGE MANAGER FRANK ROLLASON

It is recommended that the Village Commission authorize the Village Manager to negotiate and enter a Construction Agreement with David Mancini & Sons for the North Bay Island Phase 1 Stormwater Improvement Project for a contract amount of \$11,623,151.00.

Resolution Awarding ITB 2025-002 NBI Phase I Stormwater Improvements - David Mancini.DOCX
RFP Phase-1 Stormwater Improvement Project.pdf

Notice of Intent to Award- 10.21.25.pdf
DMSI Required Proposal Documents (2).pdf

- 11.J. A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING A PROPOSAL FROM CHIN DIESEL, INC. FOR SOIL REMOVAL SERVICES IN AN AMOUNT NOT TO EXCEED \$421,150; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE. - VILLAGE MANAGER, FRANK ROLLASON

It is recommended that the Village Commission approve a proposal from Chin Diesel for the final phase of contaminated soil disposal services at the Village Community Center site in an amount not to exceed \$421,150.00.

Resolution-Chin Diesel Soil Removal Services-Final.DOCX
Exhibit A-Chin Diesel Quote.pdf
Soil Management Plan.pdf

- 11.K. A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, RESCINDING RESOLUTION NO. 2025-080; FINDING THAT ACQUISITION, THROUGH NEGOTIATED CONVEYANCE, OR THE USE OF EMINENT DOMAIN OF PRIVATE PROPERTY DESIGNATED AS PARCEL 1 (PERMANENT EASEMENT) DESCRIBED IN EXHIBIT "A" AND LOCATED AT 1356 BAY TERRACE, SERVES A PUBLIC PURPOSE AND IS NECESSARY FOR CONSTRUCTION OF STORMWATER PUMP STATION IMPROVEMENTS ON NORTH BAY ISLAND; AUTHORIZING THE VILLAGE ATTORNEY AND OTHERS ACTING ON THEIR BEHALF TO INITIATE EMINENT DOMAIN PROCEEDINGS, IF NEEDED; AUTHORIZING THE VILLAGE MANAGER, VILLAGE ATTORNEY, AND OFFICIALS ACTING ON THEIR BEHALF TO RETAIN EXPERT WITNESSES AND CONSULTANTS, AND TO TAKE ALL FURTHER ACTIONS THAT ARE REASONABLY REQUIRED TO ACQUIRE THE PRIVATE PROPERTY DESCRIBED IN EXHIBIT "A" AND IMPLEMENT THE PURPOSES OF THIS RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE. - VILLAGE MANAGER, FRANK ROLLASON

It is recommended that the Village Commission authorize the Village Manager, in coordination with the Village Attorney, to either obtain a negotiated conveyance (i.e., an easement) or take legal action to obtain a drainage easement on private property, as part of the improvements for the proposed drainage pump on North Bay Island.

Resolution Acquisition Easement 1356 Bay Terrace.DOCX
Exhibit A-Legal and Sketch.pdf

12. First Reading of Ordinances

Please be advised that if you wish to comment upon any of these quasi-judicial items, please inform the Mayor during public comments. An opportunity for persons to speak on each item will be made available after the applicant and staff have made their presentations on each item. All testimony, including public testimony and evidence, will be made under oath or affirmation. Additionally, each person who gives testimony may be subject to cross-examination. If you refuse to be cross-examined or sworn-in, your

testimony will be given its due weight. The general public will not be permitted to cross-examine witnesses, but the public may request the Commission ask questions of staff or witnesses on their behalf. Persons representing organizations must present evidence of their authority to speak for the organization. Further, details of the quasi-judicial procedures may be obtained from the Village Clerk.

12.A. AN ORDINANCE OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING SECTION 15.3 "SPECIFIC TO TRANSECT ZONES – KENNEDY BOULEVARD DISTRICT (KBD)" OF THE VILLAGE'S UNIFIED LAND DEVELOPMENT CODE TO PROVIDE FOR EXTENSIONS OF APPROVALS OF TEMPORARY STRUCTURES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE - VILLAGE MANAGER, FRANK ROLLASON

The Planning & Zoning Board on November 5th, 2025, voted to recommend approval of the request to amend Section 15.3 "Specific to Transect Zones, Kennedy Boulevard District (KBD)" of the Unified Land Development Code as presented.

[Ordinance -Temporary Structure- Food Trucks.DOCX](#)

12.B. AN ORDINANCE OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING CHAPTER 4, "ADMINISTRATION AND ENFORCEMENT," OF THE VILLAGE'S UNIFIED LAND DEVELOPMENT CODE BY CREATING A NEW DIVISION 4, "REASONABLE ACCOMMODATION PROCEDURES" AND A NEW SECTION 4.25, TO ESTABLISH PROCEDURES FOR CERTIFIED RECOVERY RESIDENCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE. - VILLAGE ATTORNEY HAYDEE SERA

It is recommended that the Village Commission approve the proposed Ordinance on first reading.

[Ordinance Certified Recovery Residences-First Reading.DOCX](#)

[Exhibit A-Ordinance Certified Recovery Residences-Text Amendment.DOCX](#)

13. Public Hearings

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14. Discussion/Action Items

A. Unfinished Business

B. New Business

- 14.A. Discussion on Establishing a Youth Advisory Board - Sponsored by Doris Acosta
- 14.B. A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING THE 2026 COMMISSION MEETING SCHEDULE; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE - VILLAGE CLERK, ALBA L. CHANG

It is recommended that the Village Commission adopt the proposed resolution establishing the proposed 2026 Commission meeting calendar.

[Resolution - Approving 2026 Meeting Schedule.docx](#)
[Proposed 2026 Meeting Schedule.pdf](#)

- 14.C. Discussion Regarding the Palm Tree Club - Sponsored by Vice Mayor Cuk

15. Adjournment

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