

# BAL HARBOUR

- V I L L A G E -

## MEMORANDUM

TO: Honorable Mayor and Council  
FROM: Dwight S. Danie, Village Clerk   
DATE: November 6, 2015  
RE: Village Clerk's Report  
Report Period - October 30, 2015 - November 6, 2015

---

The following is a summary of my essential tasks during the above listed time period.  
Thank you for your continued support and input.

-----

### **Village Agendas Prepared**

Special Master Hearing - November 18, 2015 - 9:30 A.M.  
Certification of Fines Imposing Civil Penalties - Civil Violation Number 15-022  
10250 Collins Avenue/Bal Harbour Square/Bal Harbour Quarzo LLC

### **Village Meetings Attended**

Architectural Review Board - November 4, 2015 (no quorum)

### **Proclamations, Certificates and Oaths of Office**

Daniel Attias - Bar Mitzvah Day

### **Code Enforcement Liens filed with Miami-Dade County**

15-0094	15-001	Daniel Berkenstadt	Order Certifying Civil Penalty	\$2,330.00
15-0095	15-002	Daniel Berkenstadt	Order Certifying Civil Penalty	\$1,330.00

### **Public Notices and Advertisements**

November 6, 2015 - Daily Business Review - Notice of Second Reading Ordinance and Public Hearings for November 17, 2015 - "Anti-BDS Ordinance".

### **Business Tax Receipts**

Merci Merci (Lee Zoo) @ the Bal Harbour Shops - November 6, 2015  
Olebar Brown Miami, LLC @ the Bal Harbour Shops - November 6, 2015

## Board Attendance

BAL HARBOUR Architectural Review Committee - VILLAGE - 2015					
	Council Appointment	Council Appointment	Council Appointment	Council Appointment	Council Appointment
	Stephanie D. de Halfen	Christopher Cawley	Jaya Zebede	Jaime Schapiro	James Howell
Date Appointed	10-Dec-14	10-Dec-14	10-Dec-14	10-Dec-14	10-Dec-14
Wed-Jan-07-15					
Wed-Feb-04-15	Present	Present	Present	Absent	Present
Wed-Mar-04-15	Present	Present	Present	Absent	Present
Wed-Apr-01-15	Present	Present	Present	Absent	Present
Wed-May-13-15	Present	Present	Absent	Present	Present
Wed-Jun-03-15	Absent	Present	Present	Present	Present
Wed-Jul-01-15	Present	Present	Absent	Present	Present
Mon-Aug-05-13	Absent	Present	Absent	Present	Present
Wed-Sep-02-15	Present	Present	Present	Present	Present
Wed-Oct-07-15	Present	Present	Absent	Present	Present
Wed-Nov-04-15	Absent	Absent	Present	Absent	Present

## Public Records Requests

REQUESTOR	DESCRIPTION	DATE RECEIVED	DATE COMPLETED
David Figueiredo	Copies of Permits and any other documents filed in this Department regarding: Unit #2102-S (St. Regis Bal Harbour) 9701 Collins Ave., Bal Harbour, FL 33154	11/05/15	Pending
Ree Kelly Stoppa	Copy of the public records request from J.C. Planas regarding public records regarding the Bal Harbour Shops from March 1, 2015 to present	11/05/15	11/05/15

## Campaign Treasurer's Reports Filed

Citizens for the Future of Bal Harbour, Inc. – Original filing - June 12, 2015

Report	Date Filed	Filing Period	Total Contributions	Total Expenditures
M8	11/05/15	10/01/15 - 10/31/15	\$190,000.00	\$63,672.62

## Goals for November

Summarize my research regarding the implementation of a web-based public records request tracking system and agenda management system and present to the Manager for a second round of demonstrations with a short list of vendors.

Continue expanding the website page to provide information regarding Village Elections Lobbyists information and 2016 Elections.

Coordinate public records management throughout Village departments utilizing Iron Mountain's online inventory system.

Organized Files in Clerk's Office (ongoing)