

Town of Cutler Bay

*Town Hall
10720 Caribbean Blvd
Cutler Bay, FL 33189*



Meeting Agenda

Wednesday, August 19, 2015

7:00 PM

Council Chambers

Town Council

MAYOR AND COUNCIL MEMBERS

Mayor Peggy R. Bell

Vice Mayor Ernest N. Sochin

Council Member Mary Ann L. Mixon

Council Member Sue Ellen Loyzelle

Council Member Roger Coriat

CHARTER OFFICIALS

Town Attorney Mitchell Bierman

Town Attorney Chad Friedman

Town Manager Rafael G. Casals

Interim Town Clerk Jacqueline N. Wilson

This meeting is open to the public. In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation or a sign language interpreter to participate in this proceeding should contact the Town Clerk at (305) 234-4262 for assistance no later than four days prior to the meeting. If hearing impaired, telephone the Florida Relay Services numbers at (800) 955-8771, Telecommunication Devices for the Deaf (TDD), or (800) 955-8700 (voice) for assistance. Wireless connection cbtc-wifi is now available in the Town Council Chambers, please enter cutlerbay as the password.

1. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE & INVOCATION

2. PROCLAMATIONS, AWARDS, AND PRESENTATIONS

- Proclamation Ms. Concepcion C. Santana

3. APPROVAL OF MINUTES

- April 15, 2015 Regular Town Council Minutes
- May 20, 2015 Regular Town Council Minutes
- June 17, 2015 Local Planning Agency Minutes

Attachments: [041515 RTC Minutes](#)

[052015 RTC Minutes](#)

[061715 LPA Minutes](#)

4. TOWN COUNCIL ANNOUNCEMENTS

5. PUBLIC COMMENTS

6. REPORTS

A. TOWN MANAGER'S REPORT

- Robert Daddario, Finance Department- Quarterly Financial Report

Attachments: [2015 Third Quarterly Financial Report](#)

B. TOWN ATTORNEY'S REPORT

C. TOWN CLERK'S REPORT

D. BOARD AND COMMITTEE REPORTS

7. CONSENT AGENDA

- A.** A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING AN AMENDMENT TO THE LANDSCAPE MAINTENANCE SERVICES (RIGHT-OF-WAYS) AGREEMENT WITH VISUALSCAPE, INC. FOR ADDITIONAL SCOPE OF SERVICES WITHIN TOWN DESIGNATED RIGHT-OF-WAYS FOR AN ANNUAL AMOUNT OF \$24,700.00; AUTHORIZING THE TOWN MANAGER TO EXECUTE AN AMENDMENT TO THE AGREEMENT, AND PROVIDING AN EFFECTIVE DATE.

Attachments: [Managers Memo - Contract Amendment - Visualscape](#)
[Resolution - Contract Amendment - Visualscape](#)
[Resolution - Exhibit A - Proposal Letter](#)

- B.** A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, SELECTING SUNCOAST NURSERY & TIKI HUTS, INC. FOR THE PURCHASE AND INSTALLATION OF VARIOUS STREETSCAPE TREES WITHIN THE TOWN'S DESIGNATED RIGHT-OF-WAYS; PROVIDING FOR WAIVER OF COMPETITIVE BIDDING; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Attachments: [Manager Memo - Issuance of PO - Suncoast Nursery](#)
[Manager Memo - Attachment A - Palmetto Bay Reso 2012-04](#)
[Manager Memo - Attachment B - Palmetto Bay Reso 2012-82](#)
[Resolution - Issuance of PO - Suncoast Nursery](#)
[Resolution - Exhibit A - Suncoast Nursery Bid Amount](#)
[Resolution - Exhibit B - Palmetto Bay Reso 2012-82](#)

- C.** A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, RELATING TO PROPERTY, LIABILITY AND CASUALTY INSURANCE; SELECTING THE FLORIDA LEAGUE OF CITIES' FLORIDA MUNICIPAL INSURANCE TRUST TO PROVIDE SUCH INSURANCE SERVICES TO THE TOWN; AUTHORIZING THE TOWN MANAGER TO ENTER INTO AN AGREEMENT WITH SAID FIRM; AND PROVIDING FOR AN EFFECTIVE DATE.

Attachments: [Managers Memo - Award of RFP 15-10 for PLC Insurance to FLC](#)
[Managers Memo - Attachment A - Proof of Advertisement](#)
[Managers Memo - Attachment B - Selection Committee Recommendation](#)
[Managers Memo - Attachment C - FLC Bid Submittal](#)
[Resolution - Award of RFP 15-10 for PLC Insurance to FLC](#)

- D.** A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING THE LOCAL AGENCY PROGRAM (LAP) AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE SAFE ROUTES TO SCHOOL (SRTS) CUTLER BAY ACADEMY OF ADVANCED STUDIES (CUTLER BAY MIDDLE SCHOOL) PROJECT; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Attachments: [Managers Memo - LAP Agreement - Safe Routes to School](#)
[Managers Memo - Attachment A - Safe Routes to School Application](#)
[Managers Memo - Attachment B - Safe Routes to School Award Letter](#)
[Resolution - LAP Agreement - Safe Routes to School](#)
[Resolution - Exhibit A - LAP Agreement](#)

- E.** A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AUTHORIZING THE ISSUANCE OF A REQUEST FOR QUALIFICATIONS (RFQ) FOR HVAC EQUIPMENT & CONTROLS (DESIGN, BIDDING, AND CONSTRUCTION MANAGEMENT SERVICES); AND PROVIDING FOR AN EFFECTIVE DATE.

Attachments: [Manager Memo - Issuance of RFQ 15-12 - Town Center HVAC](#)
[Manager Memo - Attachment A - Inspection Report](#)
[Resolution - Issuance of RFQ 15-12 - HVAC Equipment and Controls](#)
[Resolution - Exhibit A - RFQ 15-12 HVAC Equipment and Controls](#)

- F.** A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA APPOINTING MEMBER(S) TO THE TOWN OF CUTLER BAY YOUTH COUNCIL ADVISORY COMMITTEE, AND PROVIDING FOR AN EFFECTIVE DATE.

Attachments: [Interim Clerk Memo - YCC Appointments](#)
[Resolution Appointing Youth Council Committee](#)
[Exhibit A- 2015-16 YCC Committee Appointments](#)

8. RESOLUTIONS

- A.** A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING THE SECOND AMENDMENT TO THE JOINT PARTICIPATION AGREEMENT BETWEEN MIAMI-DADE COUNTY AND THE TOWN RELATING TO THE CARIBBEAN BOULEVARD ROADWAY IMPROVEMENT(S) PROJECT; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE REQUIRED DOCUMENTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Attachments: [Manager Memo - JPA Caribbean Boulevard -2nd Amendement](#)
[Manager Memo - Attachment A - Estimated Costs](#)
[Resolution - JPA Caribbean Boulevard - 2nd Amendement](#)
[Resolution - Exhibit A - JPA Caribbean Boulevard - 2nd Amendement](#)

9. QUASI-JUDICIAL HEARINGS (PUBLIC HEARING REQUIRED)

- A. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING A CONDITIONAL USE APPLICATION TO PERMIT THE CONVERSION OF 58,428 SQUARE FEET OF OFFICE SPACE IN AN EXISTING 4 STORY BUILDING LOCATED AT 10750 CARIBBEAN BOULEVARD FROM BUSINESS USE TO A CHARTER SCHOOL, AS LEGALLY DESCRIBED IN EXHIBIT "A", CONSISTING OF APPROXIMATELY 2.16 NET ACRES; AND PROVIDING FOR AN EFFECTIVE DATE.

Attachments: [Managers Memo - Virtus School Conditional Use](#)
[July 15 2015 Town Council Meeting Deferred Item](#)
[June 17 2015 Town Council Meeting Deferred Item](#)
[Resolution - Virtus Charter School Conditional Use](#)
[Resolution - Exhibit A - Legal Description](#)

10. ORDINANCES FOR FIRST READING (NO PUBLIC HEARING REQUIRED)**11. ORDINANCES FOR FIRST READING (PUBLIC HEARING REQUIRED)****12. ORDINANCES FOR SECOND READING (PUBLIC HEARING REQUIRED)**

- A. AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, ESTABLISHING THE CANDIDATE QUALIFYING PERIOD FOR THE 2016 MUNICIPAL GENERAL ELECTION; PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

Attachments: [Manager Memo- 2016 Qualifying Period 2nd Reading](#)
[Manager Memo Attachment A- Proof of Ad](#)
[Ordinance- 2016 Qualifying Period 2nd Reading](#)
[Manager Memo- 2016 Qualifying Period 1st Reading](#)

13. PUBLIC COMMENTS**14. MAYOR AND COUNCIL COMMENTS****15. OTHER BUSINESS****16. ADJOURNMENT**

WE, THE TOWN COUNCIL OF CUTLER BAY, HEREBY RECOMMIT OURSELVES TO MAINTAIN CIVILITY IN OUR PUBLIC AND POLITICAL DISCOURSE AND WE HEREBY PLEDGE OUR COMMITMENT TO THE FOLLOWING PRINCIPLES:

- We will respect the right of all citizens in our community to hold different opinions;
- We will avoid rhetoric intended to humiliate or question the wisdom of those whose opinions are different from ours;
- We will strive to understand differing perspectives;
- We will choose our words carefully;
- We will speak truthfully without accusation and we will avoid distortion; and
- We will speak out against violence, prejudice and incivility of their forms, whenever and wherever they occur.

PURSUANT TO FLORIDA STATUTES 286.0105, THE TOWN HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT VERBATIM RECORD OF THE PROCEEDING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE TOWN FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.