

# **Town of Cutler Bay**

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



## **Meeting Agenda**

**Wednesday, November 15, 2017**

**7:00 PM**

**Council Chambers**

### **Town Council**

#### **MAYOR AND COUNCIL MEMBERS**

*Mayor Peggy R. Bell  
Vice Mayor Sue Ellen Loyzelle  
Council Member Mary Ann L. Mixon  
Council Member Michael P. Callahan  
Council Member Roger Coriat*

#### **CHARTER OFFICIALS**

*Town Attorney Mitchell Bierman  
Town Attorney Chad Friedman  
Town Manager Rafael G. Casals  
Town Clerk Debra E. Eastman, MMC*

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 townhall as the password.

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

## **2. TOWN COUNCIL ANNOUNCEMENTS, BOARD & COMMITTEE REPORTS**

- Town Council Monthly Reports November 2017

**Attachments:** [Mayor Bell Monthly Report November 2017](#)

[Vice Mayor Loyzelle Monthly Report November 2017](#)

[Council Member Mixon Monthly Report November 2017](#)

[Council Member Callahan Monthly Report November 2017](#)

[Council Member Coriat Monthly Report November 2017](#)

## **3. PUBLIC COMMENTS**

## **4. REPORTS**

### **A. TOWN MANAGER'S REPORT**

- Town Manager Monthly Report November 2017

**Attachments:** [Town Manager Monthly Report November 2017](#)

- 2017 Local Mitigation Strategy Annual Report

**Attachments:** [2017 Local Mitigation Strategy Annual Report](#)

- 2017 Flood Mitigation Projects Annual Report

**Attachments:** [2017 Flood Mitigation Projects Annual Report](#)

- SMART Plan-South Dade Transitway

**Attachments:** [SMART Plan-South Dade Transitway](#)

### **B. TOWN ATTORNEY'S REPORT**

### **C. TOWN CLERK'S REPORT**

## **5. CONSENT AGENDA**

**APPROVAL OF MINUTES**

- A.     ·     June 6 2017 Town Council Workshop Minutes  
       ·     July 26 2017 Town Council Workshop Minutes  
       ·     August 10 2017 Town Council Workshop Minutes

**Attachments:**   [06-06-17 TCW Meeting Minutes](#)  
                          [07-26-17 TCW Meeting Minutes](#)  
                          [08-10-17 TCW Meeting Minutes](#)

- B.     A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, RATIFYING THE TOWN MANAGER'S ISSUANCE OF A PURCHASE ORDER TO PHILLIPS & JORDAN, INC. FOR EMERGENCY DEBRIS CUT AND PUSH SERVICES ON TOWN OWNED AND MAINTAINED ROADS AS A RESULT OF HURRICANE IRMA; AND PROVIDING FOR AN EFFECTIVE DATE.

**Attachments:**   [Manager Memo-Ratifying Phillips and Jordan PO-Hurricane Irma](#)  
                          [Manager Memo-Attachment A-Phillips & Jordan Contract](#)  
                          [Manager Memo-Attachment B-Town State of Emergency](#)  
                          [Manager Memo-Attachment C-Phillips & Jordan Invoice](#)  
                          [Resolution-Ratifying Phillips and Jordan PO-Hurricane Irma](#)  
                          [Resolution-Exhibit A-Phillips & Jordan Invoice-Hurricane Irma](#)

- C.     A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, RATIFYING THE TOWN MANAGER'S ISSUANCE OF A PURCHASE ORDER TO DRC EMERGENCY SERVICES, INC. FOR EMERGENCY DEBRIS CUT AND PUSH SERVICES ON TOWN OWNED AND MAINTAINED ROADS AS A RESULT OF HURRICANE IRMA; AND PROVIDING FOR AN EFFECTIVE DATE.

**Attachments:**   [Manager Memo-Ratifying DRC PO-Hurricane Irma](#)  
                          [Manager Memo-Attachment A-DRC Contract](#)  
                          [Manager Memo-Attachment B-Town State of Emergency](#)  
                          [Manager Memo-Attachment C-DRC Invoice-Hurricane Irma](#)  
                          [Resolution-Ratifying DRC PO-Hurricane Irma](#)  
                          [Resolution-Exhibit A-DRC Invoice-Hurricane Irma](#)

- D.** A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING VISUALSCAPE, INC. FOR SERVICES RELATING TO DOWN AND LEANING TREES ON TOWN OWNED AND MAINTAINED ROADWAYS AND PARKS AS A RESULT OF HURRICANE IRMA; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

**Attachments:** [Manager Memo-Issuance of PO Visualscape Tree Leaners-Irma](#)  
[Manager Memo-Attachment A-Town State of Emergency](#)  
[Manager Memo-Attachment B-Tree Leaners Written Proposals](#)  
[Resolution-Issuance of PO Visualscape Tree Leaners-Irma](#)  
[Resolution-Exhibit A-Tree Leaners Written Proposals](#)

- E.** A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AUTHORIZING THE TOWN MANAGER TO ISSUE A PURCHASE ORDER TO ENVIROWASTE SERVICES GROUP, INC. FOR EMERGENCY SIDEWALK REPAIRS ON TOWN OWNED AND MAINTAINED ROADS AS A RESULT OF HURRICANE IRMA; AND PROVIDING FOR AN EFFECTIVE DATE.

**Attachments:** [Manager Memo-Issuance of PO Envirowaste Sidewalk Repairs](#)  
[Manager Memo-Attachment A-Envirowaste Contract](#)  
[Manager Memo-Attachment B-Town State of Emergency](#)  
[Resolution-Issuance of PO Envirowaste Sidewalk Repairs](#)

- F.** A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AUTHORIZING THE TOWN MANAGER TO ISSUE A PURCHASE ORDER TO VISUALSCAPE, INC. FOR TREE SERVICES AS A RESULT OF HURRICANE IRMA WITHIN THE TOWN OWNED AND MAINTAINED ROADWAYS; AND PROVIDING FOR AN EFFECTIVE DATE.

**Attachments:** [Manager Memo-Issuance of PO Visualscape Tree Limb Hangers](#)  
[Manager Memo-Attachment A-Town State of Emergency](#)  
[Manager Memo-Attachment B-FEMA Public Assistance Guide](#)  
[Resolution-Issuance of PO Visualscape Tree Limb Hangers](#)  
[Resolution-Exhibit A-VisualScape Inc Contract Reso 17-26](#)

- G.** A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, SUPPORTING THE MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD'S 2018 STATE LEGISLATIVE PROGRAM; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

**Sponsors:** Council Member Roger Coriat

**Attachments:** [Council Member Memo-Supporting MDCPS 2018 Legislative Program](#)  
[Resolution-Supporting MDCPS 2018 Legislative Program](#)  
[Resolution-Exhibit A-MDCPS 2018 Legislative Programs](#)

- H. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, ADOPTING WORKFORCE HOUSING LEGISLATIVE FINDINGS PURSUANT TO MIAMI-DADE COUNTY CODE SECTION 33-193.7; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

**Attachments:** [Manager Memo-Workforce Housing Legislative Findings](#)  
[Resolution-Workforce Housing Legislative Findings](#)  
[Resolution-Exhibit A-Workforce Housing Resolution](#)

- I. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPOINTING NEW MEMBERS TO THE YOUTH COUNCIL COMMITTEE AS PROVIDED IN EXHIBIT "A;" AND PROVIDING FOR AN EFFECTIVE DATE.

**Attachments:** [Clerk Memo- Appointment to Youth Council Committee](#)  
[Resolution- Appointing Member to Youth Council Committee](#)  
[Resolution- Exhibit A- Appointment to Youth Council Committee](#)

- J. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPOINTING AND FUNDING A CHARTER REVISION COMMISSION; PROVIDING FOR APPOINTMENTS TO THE CHARTER REVISION COMMISSION; PROVIDING FOR DISSOLUTION OF THE COMMISSION, AND PROVIDING FOR AN EFFECTIVE DATE.

**Attachments:** [Clerk Memo-Appointing Charter Revision Commission](#)  
[Resolution-Appointing Charter Revision Commission](#)  
[Resolution-Exhibit A-Charter Revision Committee](#)

- K. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING THE QUALIFICATIONS OF THE FIRMS TO PROVIDE GENERAL PLANNING AND DEVELOPMENT REVIEW SERVICES TO THE TOWN; AUTHORIZING THE TOWN MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH SUCH QUALIFYING FIRMS; AND PROVIDING FOR AN EFFECTIVE DATE.

**Attachments:** [Manager Memo-Award of RFQ 17-06 General Planning Services](#)  
[Manager Memo-Attachment A-Advertisement of RFQ 17-06](#)  
[Manager Memo-Attachment B-Mandatory Pre RFQ Sign In Sheets](#)  
[Manager Memo-Attachment C-Town Selection Committee Memo](#)  
[Manager Memo-Attachment D-Bidder Submittal Packages](#)  
[Resolution-Award of RFQ 17-06 General Planning Services](#)  
[Resolution-Exhibit A-General Planning Services Agreement](#)

- L. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPOINTING A MEMBER TO THE EDUCATION ADVISORY COMMITTEE; AND PROVIDING FOR AN EFFECTIVE DATE.

**Sponsors:** Council Member Roger Coriat

**Attachments:** [Clerk Memo- Appointment to Education Advisory Committee](#)  
[Resolution- Appointing Member to Education Advisory Committee](#)  
[Resolution- Exhibit A- Appointment to Education Advisory Committee](#)

- M. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AMENDING RESOLUTION 16-56, WHICH ADOPTED THE BUDGET FOR THE 2016/2017 FISCAL YEAR, BY REVISING THE 2016/2017 OPERATING AND CAPITAL BUDGET AS OUTLINED IN EXHIBIT "A" ATTACHED HERETO; AUTHORIZING THE TOWN MANAGER TO DO ALL THINGS NECESSARY TO CARRY OUT THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

**Attachments:** [Manager Memo-FY 2016-17 Budget Amendment](#)  
[Resolution-FY 2016-17 Budget Amendment](#)  
[Resolution-Exhibit A-FY 2016-17 Budget Amendment](#)

- N. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING STAR PAVING CORPORATION PURSUANT TO INVITATION TO BID NO. 17-07 FOR CONSTRUCTION OF THE CUTLER BAY MIDDLE SCHOOL SIDEWALK CONNECTIVITY PROJECT; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

**Attachments:** [Manager Memo-Award of ITB 17-07 CBMS Sidewalks](#)  
[Manager Memo-Attachment A-Advertisement ITB 17-07](#)  
[Manager Memo-Attachment B-Mandatory Pre ITB Sign In Sheets](#)  
[Manager Memo-Attachment C-Bid Submittal Review](#)  
[Manager Memo-Attachment D-Bidder Submittal Package](#)  
[Resolution-Award of ITB 17-07 CBMS Sidewalks](#)  
[Resolution-Exhibit A-Agreement-ITB 17-07 CBMS Sidewalk Project](#)

- O. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING BALLPARK MAINTENANCE, INC. FOR BASEBALL FIELD REPAIRS AT LAKES BY THE BAY PARK; PROVIDING FOR WAIVER OF COMPETITIVE BIDDING; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

**Attachments:** [Manager Memo-Approving Ballpark Maint Inc-LBTB Baseball Fields](#)  
[Manager Memo-Attachment A-Baseball Field Conditions](#)  
[Manager Memo-Attachment B-Baseball Field Quotes](#)  
[Resolution-Approving Ballpark Maint Inc-LBTB Baseball Fields](#)  
[Resolution-Exhibit A-Ballpark Maintenance Inc Agreement](#)

**6. QUASI-JUDICIAL HEARINGS (PUBLIC HEARING REQUIRED)**

(THESE HEARINGS ARE SCHEDULED FOR A TIME CERTAIN OF 8:00 P.M.)

**EACH PARTY WILL BE LIMITED TO A PRESENTATION OF 20 MINUTES. THIS TIME LIMITATION MAY BE EXTENDED BY THE CHAIR OF THE MEETING.**

**7. ORDINANCES FOR FIRST READING (NO PUBLIC HEARING REQUIRED)****8. ORDINANCES FOR FIRST READING (PUBLIC HEARING REQUIRED)****9. ORDINANCES FOR SECOND READING (PUBLIC HEARING REQUIRED)**

- A. AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AMENDING CHAPTER 26 "PROPERTY MAINTENANCE AND CONTROL" OF THE TOWN CODE OF ORDINANCES RELATING TO THE REGISTRATION OF ABANDONED REAL PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT, AND PROVIDING FOR AN EFFECTIVE DATE.

**Attachments:** [Manager Memo-2nd Reading-Vacant Property Registry Annual Renewal](#)  
[Manager Memo-2nd Reading-Attach A-Town Code Sec. 26-251](#)  
[Manager Memo-2nd Reading-Attach B-Community Champions Local Client List](#)  
[Manager Memo-2nd Reading-Attach C- Advertisement](#)  
[Ordinance-2nd Reading-Vacant Property Registry Annual Renewal](#)  
[Manager Memo-Vacant Property Registry Annual Renewal](#)  
[Manager Memo-Attachment A-Town Code Sec. 26-251](#)  
[Manager Memo-Attachment B-Community Champions Local Client List](#)  
[Ordinance-1st Reading-Vacant Property Registry Annual Renewal](#)

**10. RESOLUTIONS**

- A. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, REDUCING TOWN PERMIT FEES FOR SOLAR PANELS; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

**Sponsors:** Mayor Peggy Bell

**Attachments:** [Mayor Memo-Approving Discounted Permit Fees-Solar Panels](#)  
[Resolution-Approving Discounted Permit Fees-Solar Panels](#)

**B. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AMENDING RESOLUTION 06-05; ADOPTING RULES OF PROCEDURE RELATED TO DEBATE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**Sponsors:** Mayor Peggy Bell

**Attachments:** [Mayor Memo-Adopting Rules of Procedure](#)  
[Resolution-Adopting Rules of Procedure](#)

## **11. PUBLIC COMMENTS**

## **12. 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.