



## Office of the Town Clerk

Debra E. Eastman, MMC  
Town Clerk

# MEMORANDUM

To: Honorable Mayor and Town Council

From: Debra E. Eastman, MMC, Town Clerk

Date: May 16, 2018

Re: Discussion Charter Revision Commission Proposed Charter Changes

Section 6.2 of the Town of Cutler Bay Town Charter requires that every six years the Town Council appoint five members to review the Town Charter. Resolution 17-92 was adopted by the Town Council on November 15, 2017 appointing five members to the Charter Revision Commission effective December 1, 2017. The members appointed are Terry Long, Tim Meerbott, Abi Bhattacharyya, Ed Wolmers and Stacy Cusano.

The Charter Revision Commission held five (5) meetings on the following dates: January 11, 2018, January 31, 20018, February 7, 2018, February 28, 2018 and March 20, 2018. As required by the Town Charter, Section 6.2 the Commission reviewed the sections of the Charter, considered and debated and voted on proposed changes.

Chair Terry Long presented the final report of the Charter Revision Commission to the Town Council at April 18, 2018 meeting. The final report of the Charter Revision Commission is provided in this agenda, along with the current Town Charter to assist you with your discussion.

If the Town Council is to recommend that any of the proposed changes move forward to be determined by the voters, the Town Clerk will first have to secure permission from the Miami-Dade County Supervisor of Elections to hold the election. Once approved, a resolution will need to be adopted by the Town Council calling for the election and enumerating the questions to be added to the ballot.

For your information, on April 26, 2018 Miami-Dade County Elections Department provided a memo to highlight the items expected to be on the November 6 ballot, including 13 State Constitutional amendments and 8 County Charter amendments. Elections is suggesting that the November ballot may be 8 to 10 pages front and back at this point. They are requesting that any municipality who will potentially be adding questions to the November ballot, consider adding the questions to the August 28, 2018 Primary Election ballot as an alternative. The deadline to have obtained permission from the Supervisor and have submitted the final executed resolution in order to use the August Primary ballot is Friday, June 8, 2018. The deadline for the November ballot is August 7, 2018.

