Town of Cutler Bay

Town Hall
10720 Caribbean Blvd
Cutler Bay, FL 33189

Meeting Minutes

Town Council

MAYOR AND COUNCIL MEMBERS
Mayor Tim Meerbott
Vice Mayor Sue Ellen Loyzelle
Council Member Robert "BJ" Duncan
Council Member Michael P. Callahan
Council Member Roger Coriat

CHARTER OFFICIALS
Town Attorney Mitchell Bierman
Town Attorney Chad Friedman
Town Manager Rafael G. Casals, ICMA-CM, CFM
Town Clerk Debra E. Eastman, MMC

Wednesday, December 12, 2018 **7:00 PM** **Council Chambers**

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

The meeting was called to order by Mayor Tim Meerbott at 7 p.m. Town Clerk Debra Eastman called the roll. Vice Mayor Sue Loyzelle asked for a moment of priviledge and presented boutonnieres to all of the Council Members. Mayor Meerbott thanked the Vice Mayor and expressed excitement for his new position.

Present: 6 - Mayor Tim Meerbott, Vice Mayor Sue Ellen Loyzelle, Council Member Robert "BJ" Duncan, Council Member Michael P. Callahan, Council Member Roger Coriat and Council Member Roger Coriat

2. TOWN COUNCIL ANNOUNCEMENTS, BOARD & COMMITTEE REPORTS

Vice Mayor Loyzelle explained that the new date for the CFAL Committee is being confirmed and will most likely take place on January 14, 2019.

Town Council Reports are available in writing.

A.
- Mayor Meerbott December 2018 Report
- Vice Mayor Loyzelle December 2018 Report
- Council Member Duncan December 2018 Report
- Council Member Callahan December 2018 Report
- Council Member Coriat December 2018 Report

3. PUBLIC COMMENTS

Mayor Tim Meerbott opened public comments and there were none.

4. REPORTS

A. TOWN MANAGER'S REPORT

- 2018 Local Mitigation Strategy Annual Report

- 2018 Flood Mitigation Project Annual Report

Director of Public Works Alfredo Quintero provided the flood mitigation report and reported on the flood insurance discount provided to residents as a result of the project and effort of staff. Vice Mayor Loyzelle asked that a page be added to the end of the report showing the public information on the grants received saving taxpayer dollars and the members of the Town Council concurred. Mr. Quintero will add the page and post the information on the Town's website. Council Member Michael Callahan asked that there be a banner on the website or some other way of showing the community the positive impact of savings from this project.

- Update - Franjo Park Restorations/Upgrades

Town Manager Rafael Casals explained that he has now compiled a FEMA compliant bid document for lighting for Franjo Park which will be advertised on December 12, 2018. He expects that the granting of the bid will be before the Town Council in February, 2019.

- Update - Lakes by the Bay Canoe Kayak Project

Town Manager Rafael Casals explained that the plans for this project are completed and that he is waiting for a Class 1 permit from DERM.

- Update - Town Hall Property Exchange Letter of Intent (Reso 18-83)

Town Manager Rafael Casals explained that the Letter of Intent has been executed, monetary deposits have been exchanged and they are in the phase of selecting appropriate appraisers.

- Town Manager Monthly Report December 2018

Town Manager's report is available in writing.

B. TOWN ATTORNEY'S REPORT

There was no Attorney Report.

C. TOWN CLERK'S REPORT

Town Clerk Debra Eastman reminded the Town Council of the January 9, 2019 Town Council Workshop, January 16, 2019 Regular Town Council Meeting and January 17, 2019 Zoning Workshop.

5. CONSENT AGENDA

Vice Mayor Loyzelle requested to pull item 5B from the consent agenda. A motion was made by Council Member Coriat and a second was received from Council Member Callahan to approve the Consent Agenda. Mayor Meerbott called the roll and the motion was adopted 5-0.

A. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, RESCINDING RESOLUTION NO. 17-82 AUTHORIZING THE TOWN MANAGER TO ISSUE A PURCHASE ORDER TO KIMLEY-HORN AND ASSOCIATES, INC. FOR THE FINAL TOWN CENTER PLAZA CONSTRUCTION PLANS AND DESIGN SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE.

This Resolution was adopted on Consent.

B. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING A JOINT USE AGREEMENT WITH MATER ACADEMY FOUNDATION, INC. FOR THE USE OF MATER ACADEMY CUTLER BAY LOCATED AT 22025 SW 87 AVENUE; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Clerk Debra Eastman read the title of the resolution. Vice Mayor Loyzelle questioned item 6.1 on page 3 of the agreement and asked for language to further clairfy the definition of an event and adding the following language to item 6.1. "The Town may elect to conduct less than eight events per year. A program conducted over a multi-day period shall constitute one event for purposes of the minimum event requirements of this Section." Town Attorney Mitch Biermann was in agreement with the additional language. A motion was made by Vice Mayor Loyzelle, seconded by Council Member Duncan, that this Resolution be adopted as amended. The motion carried by an unanimous vote. (5-0)

C. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, CERTIFYING AND DECLARING THE OFFICIAL RESULTS OF THE GENERAL ELECTION OF THE TOWN HELD ON NOVEMBER 6, 2018; CERTIFYING AND DECLARING THE OFFICIAL RESULTS OF THE RUN-OFF ELECTION OF THE TOWN HELD ON NOVEMBER 20, 2018; AND PROVIDING FOR AN EFFECTIVE DATE.

This Resolution was adopted on Consent.

D. 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 STANTEC CONSULTING SERVICES, INC. FOR FRANJO PARK CONSTRUCTION PLANS AND CONSTRUCTION MANAGEMENT SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE.

This Resolution was adopted on Consent.

E. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, ACCEPTING A GRANT IN THE AMOUNT OF $192,500.00 FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT); APPROVING A PUBLIC TRANSPORTATION GRANT AGREEMENT WITH FDOT; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

This Resolution was adopted on Consent.

F. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, EXTENDING THE TERM OF THE PROJECT AGREEMENT WITH ENVIROWASTE SERVICES GROUP, INC. FOR THE TOWN-WIDE CATCH BASIN MAINTENANCE PROGRAM; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

This Resolution was adopted on Consent.

G. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, SELECTING SUPERIOR PARK SYSTEMS, INC. FOR THE INSTALLATION OF SHADE STRUCTURES AT FRANJO PARK; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

This Resolution was adopted on Consent.

H. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, ACCEPTING A FISCAL YEAR 2018 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) ALLOCATION IN THE AMOUNT OF $10,000; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

This Resolution was adopted on Consent.

I. A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, ACCEPTING A FISCAL YEAR 2018 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) ALLOCATION IN THE AMOUNT OF $4,939; PROVIDING FOR AUTHORIZATION, AND PROVIDING FOR AN EFFECTIVE DATE.

This Resolution was adopted on Consent.

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)

A. AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF CUTLER BAY, FLORIDA, ADOPTING THE ANNUAL UPDATE TO THE CAPITAL IMPROVEMENTS ELEMENT WITHIN THE TOWN'S GROWTH MANAGEMENT PLAN; PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

Town Clerk Debra Eastman read the title of the ordinance. Alex David of Calvin Giordano and Associates provided a report. Vice Mayor Sue Loyzelle offered the following changes to the report:

1) Page 8. Delete "and dog park at Saga Lake Park" and add the following sentence. "The Town is exploring the feasibility of a dog park at Lincoln City Park".

2) Pages 8/9. Under Town Park Facilities each park will have its park category listed.

3) Page 10. COAST will be spelled out – Cutler Bay Ocean Academy of Science and Technology.

4) Page 11. Correct error to read 2018.

5) Page 12. Current and Future LOS is determined by Miami-Dade County and FDOT. LOS on roadway segments may change over time based on capacity improvements, transportation improvements and population and employment changes.

6) Page 14. SW 184th will be changed to SW 186th.

7) Page 19. SW 184th will be changed to SW 186th.

A motion was made by Council Member Coriat, seconded by Council Member Duncan, that this Ordinance be approved on first reading. The motion carried by the following vote:

Yes: 5 - Mayor Tim Meerbott, Vice Mayor Sue Ellen Loyzelle, Council Member Robert Duncan, Council Member Michael Callahan and Council Member Roger Coriat

8. ORDINANCES FOR FIRST READING (PUBLIC HEARING REQUIRED)

There were none.

9. ORDINANCES FOR SECOND READING (PUBLIC HEARING REQUIRED)

There were none.

10. RESOLUTIONS

There were none.

11. PUBLIC COMMENTS

Mayor Meerbott opened public comments and there were none. He closed public comments.
Vice Mayor Sue Loyzelle spoke about concerns voiced by Whispering Pines HOA that a vacant parcel is being considered by the Town for a park. Other Council Members expressed that they too have been approached by residents in that area and have expresed that there are no plans for purchase and development of that vacant parcel. It was made clear by the Town Manager and members of the Town Council that the parcel was only identified as vacant and never under consideration for development. The vacant parcel is not for sale.

Mayor Meerbott requested that the members of the Town Council bring their hopes and dreams to the table for the Jan. 9, 2019 Workshop for discussion. Council Member Robert Duncan expressed his gratitude and excitement to serve on the Town Council.

12. ADJOURNMENT

There being no further business before the Town Council, a motion was made to adjourn at 7:47 p.m.