



# Town of Cutler Bay

Town Hall  
10720 Caribbean Blvd  
Cutler Bay, FL 33189

## Meeting Minutes Town Council Workshop

### *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*

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Wednesday, January 9, 2019

6:30 PM

Council Chambers

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

Mayor Tim Meerbott called the meeting to order at 6:33 PM. Deputy Town Clerk Mauricio Melinu called the roll. Mayor Tim Meerbott led the Pledge of Allegiance.

Vice Mayor Loyzelle arrived at 6:48PM.

Mayor Meerbott requested to move up item 1E on the Agenda.

**Present** 5 - Mayor Tim Meerbott, Vice Mayor Sue Ellen Loyzelle, Council Member Robert "BJ" Duncan, Council Member Michael P. Callahan, and Council Member Roger Coriat

### A. Town Council Vision & Goals for Upcoming Years

Town Manager Rafael Casals presented a promotional video regarding the Town Center District and the opportunity zone. There was discussion on alleviating traffic in the Town, the potential of Town growth, the need for more retail, the potential of resident concerns regarding growth, awareness of the Town's Land Development Regulations (LDR's), and how to make growth beneficial to the Town.

There was also discussion on tying growth to transit improvements, the possibility of annexation and benefits to the Town, the potential to acquire open land, the possibility building a new Town Hall on another site, a community center, clearing up the language in the Town's Land Development Regulations (LDR's), the possibility of obtaining a seat on the Transportation and Planning Organization (TPO) Board, and the possibility of enforcing a building moratorium pending a traffic study in the Town.

Traffic Consultant Eric Czerniejewski with Calvin, Giordano and Associates spoke to the Town Council about new technologies being used to conduct traffic studies and acquire real-time traffic data.

**B. · Pending Strategic Master Plan Activities 2014-19**

Town Manager Rafael Casals spoke on how the Town's Strategic Master Plan is the guideline used by the Town. There was discussion regarding the Town's current Strategic Master Plan.

**C. · Discussion Regarding Council Members Pending Legislative Items**

There was no discussion on pending legislative items.

**D. · Discussion Regarding Town Advisory Committees**

Town Clerk Debra Eastman spoke on the opportunity to review committees and their purpose and mission, discuss the possibility of the elimination or addition of committees, the unified bylaws for the committees, and addressing appointments and vacancies on the committees.

There was discussion on the appointment of liaisons for each committee, whether or not committees need to meet on a monthly basis, establishing goals and mission statements for each committee and to determine what their purpose. It was discussed to have the committee chairs provide a report to the council on their progress once or twice a year. There was also discussion on current committee appointments, committee vacancies, the potential of creating an environmental committee, and the status of the universal bylaws for the committees.

**E. · Discussion Selecting Runoff Election Date for 2020 Election**

Town Clerk Debra Eastman spoke on the issues regarding the 2018 Run-off Election and the lack of response from the Miami-Dade County Elections Department while they were involved in recounting the General Election. Mayor Meerbott suggested setting a runoff date of December 1 for the 2020 Election year, and requested an opinion from the Town Clerk and Town Council Members.

There was discussion on setting a date before or after the Thanksgiving holiday, the possibility of setting a date on a Thursday instead of a Tuesday, the potential cost associated with an election that is not piggybacked with the county, and what day other municipalities have calendared for their runoff election.

Town Clerk Debra Eastman informed the Council that she will look into the dates chosen by other municipalities, and will bring that information back to the Council for the January 16, 2019 Town Council Meeting during the Town Clerk's report.

Mayor Meerbott requested that item D be moved up on the agenda.

**2. Town Council Questions/ Comments/ Discussion**

Vice Mayor Loyzelle spoke on the Dr. Martin Luther King Jr. parade, and her desire to participate in it again this year.

**3. Adjournment**

The Meeting adjourned at 8:49 PM.