



**Town of Cutler Bay
Council Meeting Agenda**

Wednesday, July 16, 2025

6:00 PM

Town Hall

10720 Caribbean Blvd

Cutler Bay, FL 33189

Council Chambers

MAYOR AND COUNCIL MEMBERS

Mayor Tim Meerbott

Vice Mayor Michael P. Callahan

Council Member Robert "BJ" Duncan

Council Member Suzy Lord

Council Member Richard M. Ramirez

CHARTER OFFICIALS

Town Manager Rafael G. Casals, ICMA-CM, CFM

Town Clerk Mauricio Melinu, CMC

Town Attorney Mitchell Bierman

Town Attorney Chad Friedman

Decorum Policy

No individuals shall make slanderous or unduly repetitive remarks or engage in any other form of behavior that disrupts or impedes the orderly conduct of the meeting, as determined by the Presiding Officer. No clapping, applauding, heckling or verbal outbursts in support or opposition to a speaker or his or her remarks shall be permitted.

Individuals addressing the Town Council must first be recognized by the Presiding Officer and must do so utilizing the designated podium in the Council Chambers. No more than one person may address the Council at a time unless specifically permitted by the Presiding Officer. Comments are to be made to the Town Council and not to the audience. Persons exiting the Council Chambers shall do so quietly. Any individuals determined to have violated the Rules of Decorum, as determined by the Presiding Officer, may be required to leave the Council Chambers.

Notice To All Lobbyists

Any person who receives compensation, remuneration or expenses for conducting lobbying activities is required to register as a Lobbyist with the Town Clerk prior to engaging in lobbying activities before the Town Council pursuant to Sec. 2-236, Town Code and Sec. 7.6, Town Charter.

To Watch or Listen to the Public Meeting Virtually:

The meeting is accessible to the public live via Zoom:

Meeting ID: 896 9996 2136

You may listen to the meeting via telephone by dialing 786-635-1003.

**Public Comments will be accepted in advance of the meeting
and during the live meeting by the following means:**

BY STATING YOUR NAME, ADDRESS, AND AGENDA NUMBER

**EMAIL THE PUBLIC COMMENT TO TownClerk@cutlerbay-fl.gov
PRIOR TO 5 PM TUESDAY, July 15, 2025 AND LIMIT IT TO 400 WORDS**

**CALL 786-573-5529 AND LEAVE A MESSAGE, UP TO 3 MINUTES IN LENGTH,
PRIOR TO 5 PM ON TUESDAY, July 15, 2025.**

To Participate in Telephone Public Comments During The Live Meeting:

You will automatically be muted and will hear a recorded message advising how many participants are in the meeting and that if you wish to speak, you should press *9 and the host will be alerted.

Pressing *9 is known as "raising your hand." Once you press *9, you will be placed in a queue to speak and will be called upon by your name or the last three digits of your telephone number. Please wait to be called upon.

Before delivering your comments, please provide: Your Name, Address, if you are a hired Consultant of Town Employee, and/or if you are engaged in Lobbying Activities and/or representing an organization.

Please be sure to be in a quiet area to avoid unnecessary noise.

A time limit of three minutes may be imposed for each speaker during public comment.

Your cooperation is appreciated in observing the time limit.

If you have questions regarding the meeting procedure, please email mmelinu@cutlerbay-fl.gov.

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

2. PUBLIC COMMENTS

Any person who wishes to comment on an agenda item which is not under public hearings may be heard at this time and must sign up in advance. Please limit your comments to three (3) minutes or less, as directed by the Presiding Officer. Comments made by members of the public are important to the Town Council. If appropriate, items may be referred to town staff for review and resolution. Speakers will address the Town Council with respect. Inappropriate language will not be tolerated.

3. TOWN COUNCIL ANNOUNCEMENTS, BOARD & COMMITTEE REPORTS

3.a Award - Haydee Alaniz - Town's After School Program Student

3.b Town Council Monthly Reports

Mayor Meerbott July 2025 Report

Vice Mayor Callahan July 2025 Report

Councilmember Duncan July 2025 Report

Councilmember Lord July 2025 Report

Councilmember Ramirez July 2025 Report

4. REPORTS

4.a Town Manager Report

- a. Update on Design Services for 16-Acre Legacy Park and Municipal Complex (Emma Jones, Stantec)
- b. Update on Franjo Road Roadway Improvement Project (Stefano Viola, Kimley-Horn & Associates)
- c. 2024 CAFR and Governance Letter (Elias J. Rodriguez, Caballero Fierman Llerena & Garcia)
- d. Miami-Dade County Public Schools Presentation 2024-25 School Grades and Other Updates (Aillette A. Rodriguez-Diaz, MDCPS)
- e. 2025-2030 Strategic Master Planning Project Discussion
- f. Town Manager Monthly Report July 2025

4.b Town Attorney Report

4.c Town Clerk Report

5. CONSENT AGENDA

Any items shall be removed from the Consent Agenda for discussion or separate vote if requested or “pulled” by a Council Member or the Town Manager.

5.a Approval of Minutes

- June 18, 2025 Town Council Workshop Minutes
- June 18, 2025 Regular Town Council Minutes

5.b Appointing Member to the Floodplain Mitigation Plan Advisory Committee

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

5.c Fiscal Year 2024-25 Budget Amendment

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AMENDING RESOLUTION NO. 24-69, WHICH ADOPTED THE BUDGET FOR THE 2024-25 FISCAL YEAR, BY REVISING THE 2024-25 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.

5.d Intergovernmental Agency Agreement with Miami-Dade County- Pavement Markings

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AUTHORIZING THE TOWN MANAGER TO EXECUTE AN INTERGOVERNMENTAL AGENCY AGREEMENT WITH MIAMI-DADE COUNTY AUTHORIZING THE TOWN TO INSTALL AND MAINTAIN PAVEMENT MARKINGS AT THE ENTRANCE TO SAGA BAY PARK; AND PROVIDING FOR AN EFFECTIVE DATE.

5.e Issuance of PO to Metro Express for Saga Bay Park Sidewalk and On-Street Parking Improvements

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 METRO EXPRESS, INC. FOR SAGA BAY PARK- SIDEWALK AND ON-STREET PARKING IMPROVEMENTS; AND PROVIDING FOR AN EFFECTIVE DATE.

5.f Issuance of PO to VisualScape for SW 79 Court Landscape Beautification

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., TO PROVIDE TREE PLANTING SERVICES FOR THE LANDSCAPE BEAUTIFICATION OF SW 79 COURT SOUTH OF SW 205 STREET; AND PROVIDING FOR AN EFFECTIVE DATE.

5.g Issuance of PO to Metro Express for SW 187 Terrace Drainage Improvements Project

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 METRO EXPRESS, INC. FOR CONSTRUCTION OF THE SW 187TH TERRACE DRAINAGE IMPROVEMENTS PROJECT; AND PROVIDING FOR AN EFFECTIVE DATE.

5.h Issuance of PO to SRS for CEI Services-SW 187 Terrace Drainage Improvements Project

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 SRS ENGINEERING, INC FOR CONSTRUCTION ENGINEERING AND INSPECTION (CEI) SERVICES FOR THE SW 187 TERRACE DRAINAGE IMPROVEMENT PROJECT; AND PROVIDING FOR AN EFFECTIVE DATE.

5.i Issuance of PO to Metro Express for Old Cutler Road JPA Enhanced Improvements

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 METRO EXPRESS, INC. FOR OLD CUTLER ROAD JPA ENHANCED IMPROVEMENTS; AND PROVIDING FOR AN EFFECTIVE DATE.

5.j Issuance of RFP Emergency Debris Road Clearing Services

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AUTHORIZING THE ISSUANCE OF A REQUEST FOR PROPOSALS (RFP) FOR EMERGENCY DEBRIS ROAD CLEARING SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE.

5.k Approving the Agreement of Sale and Assignment of Florida Voluntary Cleanup Tax Credits to Publix Asset Management Company

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING THE AGREEMENT OF SALE AND ASSIGNMENT OF FLORIDA VOLUNTARY CLEANUP TAX CREDITS (VCTC) FOR THE TRANSFER OF THE TOWN'S VOLUNTARY CLEANUP TAX CREDITS TO PUBLIX ASSET MANAGEMENT COMPANY, AN AFFILIATE OF PUBLIX SUPER MARKETS, INC.; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

6. QUASI-JUDICIAL HEARINGS (PUBLIC HEARING REQUIRED)

(These hearings are scheduled to begin being heard not later than 7:00 P.M.)

All persons addressing the Town Council shall be sworn-in prior to giving testimony and may be subject to cross examination. All persons addressing the Town Council shall state their name and address for the record.

Each party will be limited to a presentation of 20 minutes. This time limitation may be extended by the chair of the meeting.

7. PUBLIC COMMENTS

Any person who wishes to comment on an agenda item which is not under public hearings may be heard at this time and must sign up in advance. Please limit your comments to three (3) minutes or less, as directed by the Presiding Officer. Comments made by members of the public are important to the Town Council. If appropriate, items may be referred to town staff for review and resolution. Speakers will address the Town Council with respect. Inappropriate language will not be tolerated.

8. ORDINANCES FOR FIRST READING (NO PUBLIC HEARING REQUIRED)

8.a Amending Chapter 3 Relating To Golf Cart Parking Standards And Minimum Parking Ratio Calculations

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AMENDING SECTION 3-142, "PARKING SPECIFICATIONS" AND SECTION 3-144 "MINIMUM PARKING RATIOS" OF CHAPTER 3 OF THE TOWN CODE OF ORDINANCES RELATING TO GOLF CART PARKING STANDARDS AND MINIMUM PARKING RATIO CALCULATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

9. ORDINANCES FOR FIRST READING (PUBLIC HEARING REQUIRED)

10. ORDINANCES FOR SECOND READING (PUBLIC HEARING REQUIRED)

11. RESOLUTIONS

11.a Amending Resolution No. 17-30 Consumer Price Index

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AMENDING RESOLUTION NO. 17-30 RELATING TO COST-OF-LIVING ADJUSTMENTS (COLA); AND PROVIDING FOR AN EFFECTIVE DATE.

(Previously Deferred from the June 18, 2025 Regular Town Council Meeting)

Sponsored by: Vice Mayor Michael P. Callahan

11.b Proposed Millage Rate and Budget Hearings for FY 2025-26

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, DETERMINING THE PROPOSED MILLAGE RATE, AND THE DATE, TIME AND PLACE FOR THE FIRST AND SECOND PUBLIC BUDGET HEARINGS AS REQUIRED BY LAW; DIRECTING THE TOWN CLERK AND TOWN MANAGER TO FILE THIS RESOLUTION, IF REQUIRED, WITH THE MIAMI-DADE COUNTY PROPERTY APPRAISER; AUTHORIZING THE TOWN MANAGER TO CHANGE BUDGET HEARING DATES IF NEEDED; AND PROVIDING AN EFFECTIVE DATE.

11.c Establishing Estimated Stormwater Utility Fee and Public Hearing Date for FY 2025-26

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, PROVIDING FOR THE LEVY AND COLLECTION OF A STORMWATER UTILITY FEE AGAINST DEVELOPED PROPERTY LOCATED WITHIN THE BOUNDARIES OF THE TOWN; ESTABLISHING THE ESTIMATED STORMWATER UTILITY FEE FOR FISCAL YEAR 2025-2026; PROVIDING FOR A MAXIMUM RATE FOR FUTURE FISCAL YEARS; PROVIDING FOR THE PREPARATION OF A PRELIMINARY ASSESSMENT ROLL FOR FISCAL YEAR 2025-2026; ESTABLISHING A PUBLIC HEARING TO CONSIDER THE IMPOSITION OF THE STORMWATER UTILITY FEE, THE MAXIMUM RATE, AND THE METHOD OF COLLECTION; DIRECTING THE PROVISION OF NOTICE IN CONNECTION THEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

11.d Approving Second Amendment to Agreement with The Goldstein Environmental Law Firm

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING A SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH GOLDSTEIN ENVIRONMENTAL LAW FIRM, P.A. FOR BROWNFIELD DESIGNATION LEGAL SERVICES FOR BLUE HERON PARK; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

11.e Establishing Auditor Selection Committee and Issuance of RFP Municipal Auditing Services

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, ESTABLISHING AN AUDITOR SELECTION COMMITTEE TO ASSIST IN THE PROCUREMENT OF A CERTIFIED PUBLIC ACCOUNTING FIRM FOR MUNICIPAL AUDITING SERVICES PURSUANT TO SECTION 218.391, FLORIDA STATUTES; APPOINTING COMMITTEE MEMBERS; AUTHORIZING THE ISSUANCE OF A REQUEST FOR PROPOSAL (RFP) RELATING TO THE SAME; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

12. ADJOURNMENT

Pursuant to Florida Statutes 286.0105, the town hereby advises the public that if a person decides to appeal any decision made by the 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.

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. Hearing Assistance Devices are available with the Town Clerk.

Wireless connection GUEST@TOWNOFCUTLERBAY is now available in the Town Council Chambers. Once connected, you will be redirected to the new splash page where you must read the Terms of Service and click "I Accept Connect Me Now." Please make note there is a maximum of two (2) hours before you are automatically disconnected from the Wi-Fi and must reconnect.

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.