VILLAGE OF PALMETTO BAY

Mayor Karyn Cunningham
Vice Mayor Mark Merwitzer
Council Member Patrick Fiore (Seat 1)
Council Member Steve Cody (Seat 2)
Council Member Marsha Matson (Seat 3)

Village Manager Nick Marano
Village Attorney John Quick
Village Clerk Missy Arocha

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation, a sign language interpreter, or hearing impaired to participate in this proceeding should contact the Village Clerk at (305) 259-1234 for assistance no later than four days prior to the meeting.

AGENDA
REGULAR COUNCIL MEETING
MONDAY, JUNE 1, 2026 – 7:00 PM
(PROCLAMATIONS, AWARDS, & PRESENTATIONS WILL BEGIN AT 6:30 PM)

VILLAGE HALL MUNICIPAL CENTER
9705 EAST HIBISCUS STREET, PALMETTO BAY, FL 33157
(305) 259-1234

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1. **CALL TO ORDER, ROLL CALL, INVOCATION, PLEDGE OF ALLEGIANCE, AND DECORUM STATEMENT, IN THAT ORDER:** Any person making impertinent or slanderous remarks, or who becomes boisterous, while addressing the Council may be barred from further appearance before the Council by the Mayor, unless permission to continue or again address the Council is granted by a majority vote of the Council. Applauding speakers shall be discouraged. Heckling or verbal outbursts in support or opposition to a speaker, or his or her remarks, shall be prohibited. No signs or placards shall be allowed in the Council meeting. Persons exiting the Council meeting shall do so quietly. All cellular telephones and beepers are to be silenced during the meeting.

2. **PROCLAMATIONS, AWARDS, PRESENTATIONS**

   A. Recognition of Volunteer Diane Quick (Education Advisory Committee)

   B. Recognition of Owen Rodier (U-14 US Youth National Soccer Team)

3. **APPROVAL OF MINUTES**

A. Regular Council Meeting (May 4, 2026)

4. REQUESTS, PETITIONS AND PUBLIC COMMENTS SUBMITTED Individuals wishing to speak on matters on the agenda and on items pertinent to the Village may do so by speaking during this section of the agenda. The Mayor will recognize those persons who wish to speak. Each speaker must sign-in prior to speaking on the designated public commentary sign-in sheet. Items for public hearing provided for within the agenda shall not be a topic of discussion during this section of the agenda. Please limit your comments to three (3) minutes or less. Public comments made by members of the public are important to the Village Council. Speakers will address the Village Council with respect.

5. VILLAGE MANAGER'S REPORT

A. Departmental Updates

B. Police Commander Report

6. VILLAGE ATTORNEY'S REPORT

A. Attorney Expenses

B. Litigation Update

7. VILLAGE CLERK'S REPORT

A. Calendar: June 2026

8. BOARD AND COMMITTEE REPORTS

A. Art-in-Public Places Advisory Board Meeting (February 26, 2026)

B. Charter Revision Commission Meeting (April 15, 2026)

C. Education Advisory Committee Meeting (January 27, 2026)

D. Parks & Recreation Committee Meeting (February 5, 2026)

E. Resiliency Committee Meeting (October 30, 2025)

9. EMERGENCY ORDINANCES WITH PUBLIC HEARING

10. ORDINANCES FOR SECOND READING AND PUBLIC HEARING

11. ORDINANCES FOR FIRST READING WITH PUBLIC COMMENTS

A. AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REPEALING AND RESCINDING ORDINANCE 2026-01; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by the Village Council)*

B. AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF

PALMETTO BAY, FLORIDA, RELATING TO MODERNIZING THE COUNCIL'S DECORUM STATEMENT AND RULES OF PUBLIC MEETING CONDUCT; AMENDING SECTIONS 2-49 AND 2-50 OF THE VILLAGE CODE; PROVIDING FOR THE PROMOTION OF ORDERLY, RESPECTFUL, AND CONSTITUTIONALLY PROTECTED PUBLIC PARTICIPATION; PROVIDING FOR SEVERABILITY, ORDINANCES IN CONFLICT AND AN EFFECTIVE DATE. *(Sponsored by Councilmember Steve Cody)*

C. AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO DOMESTIC ANIMALS IN VILLAGE PARKS; AMENDING SECTION 20-66(a) OF THE VILLAGE CODE OF ORDINANCES TO AUTHORIZE THE VILLAGE MANAGER TO DESIGNATE SPECIFIC PARK AREAS FOR OFF-LEASH CANINE USE WHERE APPROPRIATE DOG PARK FACILITIES HAVE BEEN INSTALLED; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Vice Mayor Mark Merwitzer)*

12. CONSENT AGENDA

A. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REPEALING AND RESCINDING RESOLUTION NO. 2025-80; REPEALING ALL RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by the Village Council)*

B. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATED TO PROCUREMENT; APPROVING THE CONSTRUCTION OF THE PROTECTIVE INFRASTRUCTURE FOR THE BIKE LANES IMPROVEMENTS ON SW 82nd AVENUE; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE SAID CHANGE ORDER IN THE AMOUNT OF SIXTY-THREE THOUSAND SEVEN HUNDRED THIRTY-ONE DOLLARS AND FIFTY CENTS ($63,731.50); AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Administration and Prepared by Procurement Specialist, Alessia Bencomo)*

C. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, WAIVING THE LIMITATIONS OF SECTION 2-58(4) AS IT RELATES TO LASALY CHANGKACHITH FOR THE 2026 VILLAGE ELECTION PERIOD; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

D. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, DIRECTING PRODUCTION AND CERTIFICATION OF CHARTER REVISION COMMISSION COMMUNICATIONS TO ENSURE COMPLIANCE WITH FLORIDA LAW; PROVIDING FOR REVIEW AND REPORT; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Councilmember Steve Cody)*

E. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, ESTABLISHING PRINCIPLES GOVERNING THE

RESPONSIBLE AND TRANSPARENT USE OF ARTIFICIAL INTELLIGENCE TECHNOLOGIES IN VILLAGE OPERATIONS; PROVIDING FOR HUMAN OVERSIGHT, PUBLIC TRANSPARENCY, AND COMPLIANCE WITH FLORIDA PUBLIC RECORDS AND SUNSHINE LAWS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Steve Cody)*

F. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO GENERAL GOVERNMENT; AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT WITH GRANICUS, LLC FOR GRANICUS OPERATIONS CLOUD AND VOTECAST WEB SERVICES THROUGH THE OMNIA PARTNERS COOPERATIVE PURCHASING CONTRACT NO. 159768; PROVIDING FOR AN AMOUNT NOT TO EXCEED TWENTY-ONE THOUSAND SEVEN HUNDRED TWO DOLLARS AND FIFTY CENTS ($21,702.50) FOR THE ANNUAL SUBSCRIPTION FEES; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Administration and Prepared by Village Manager, Nick Marano)*

13. RESOLUTIONS REQUIRING PUBLIC HEARING

14. RESOLUTIONS WITH PUBLIC COMMENT

A. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, DIRECTING THE VILLAGE MANAGER TO IDENTIFY A PREFERRED SITE, OBTAIN NECESSARY SURVEYS AND ENGINEERING, AND ISSUE AN INVITATION TO BID FOR THE INSTALLATION OF A DESIGNATED FENCED OFF-LEASH DOG AREA (“BARK ZONE”) ON THE EAST SIDE OF THE CANAL AT CORAL REEF PARK; AUTHORIZING THE USE OF SMALL PURCHASE PROCEDURES FOR SURVEY AND SITE ASSESSMENT SERVICES; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Vice Mayor Mark Merwitzer)*

15. OTHER BUSINESS

16. COUNCIL COMMENTS

17. NEXT MEETING AND ADJOURNMENT

- REGULAR COUNCIL MEETING (JULY 6, 2026)

WE, THE VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, HEREBY COMMIT OURSELVES TO MAINTAINING CIVILITY IN OUR PUBLIC AND POLITICAL DISCOURSE AND PLEDGE 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;
- We will speak out against violence, prejudice, and incivility in all of their forms, whenever and wherever they occur.

NOTICE OF APPEAL RIGHTS

Pursuant to Florida Statutes 286.0105, the Village hereby advises the public that if a person decides to appeal any decision made by the Council with response 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 proceedings is made, which record includes testimony and evidence upon which the appeal is to be based. This notice does not constitute consent by the Village for the introduction or admission of otherwise inadmissible or irrelevant evidence, nor does it authorize challenges or appeals not otherwise allowed.

AMERICAN DISABILITIES ACT OF 1990

This meeting is open to the public. In accordance with the American Disabilities Act of 1990, persons needing special accommodation or a sign language interpreter to participate in this proceeding should contact the Village Clerk at (305) 259-1234 no later than four (4) days prior to the meeting. Hearing Assistance Devices are available with the Village Clerk.

AGENDA ITEM NO. 3.A

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE: June 1, 2026

SUBMITTED BY: Missy Arocha, Village Clerk's Office

ITEM TYPE: Minutes

AGENDA SECTION: APPROVAL OF MINUTES

SUBJECT: Regular Council Meeting (May 4, 2026)

SUGGESTED ACTION:

ATTACHMENTS:
2026-05-04 Regular-Minutes
Exhibit A - Public Comments by Form

MINUTES
REGULAR COUNCIL MEETING
MONDAY, MAY 4, 2026 – 7:00 PM
VILLAGE HALL MUNICIPAL CENTER
9705 EAST HIBISCUS STREET, PALMETTO BAY, FL 33157

2. PROCLAMATIONS, AWARDS, AND PRESENTATIONS:

The Mayor and Village Council presented the following recognitions at 6:30 p.m.

A. Recognition of National Parks Annual Pass Raffle
B. Recognition of Coral Reef Elementary Cheerleaders
C. Recognition of Michael Biamonte (Voice of Miami Heat)
D. Recognition of the University of Miami Engineering Students for Stormwater Master Plan Project (Jess Austin, Emma Gonsalves, Maria Mastrado, Courtni Spencer, and Aobo Wang)
E. Recognition of Graduating High School Seniors – Class of 2026 (Youth Community Involvement Task Force)
F. Recognition of Haitian American Heritage Month
G. Proclamation for The Villagers, Inc.

1. CALL TO ORDER, ROLL CALL, INVOCATION, PLEDGE OF ALLEGIANCE, AND DECORUM STATEMENT, IN THAT ORDER.

Mayor Karyn Cunningham called the Regular Council Meeting to order at 7:33 p.m. immediately following the recognitions.

The following members of the Village Council were present during the roll call:
Mayor Karyn Cunningham
Vice Mayor Mark Merwitzer
Councilmember Patrick Fiore
Councilmember Steve Cody
Councilmember Marsha Matson

The following Charter Officers were present during the roll call:
Village Manager Nick Marano
Village Attorney John Quick
Village Clerk Missy Arocha

Councilmember Patrick Fiore led the invocation and student, Nick Ralph Glasse led the pledge of allegiance.

3. APPROVAL OF MINUTES

4. REQUESTS, PETITIONS, AND PUBLIC COMMENTS: The following speakers spoke for a time allotment of three minutes:

- Vitality Falcovitch (9280 SW 167th Terrace) thanked the Council, Village Council, and Commissioner Raquel Regalado.

- Gary Pastorella (6940 SW 142nd Terrace) voiced opposition to Item 10A being placed on the consent agenda, stating that doing so limits the public's opportunity to address the item. He also spoke about the importance of diversity and inclusivity, emphasizing the value that people from different nationalities and backgrounds bring to the community and the country.

- Madeline Roman (9383 SW 182nd Street) voiced opposition to the Village's spending on certain traffic mitigation measures, describing them as ineffective and unnecessary. She referenced missing infrastructure improvements at SW 77th Avenue and SW 174th Street and commented that the Village has not maintained effective relationships with Miami-Dade County regarding such matters.

5. VILLAGE MANAGER'S REPORT

A. A presentation on Florida Neuroinclusion Toolkit was presented by Miami Dade County Commissioner Raquel Regalado – District 7

B. Departmental Updates: The Manager's detailed report was part of the agenda packet. During his live report, he illustrated a PowerPoint presentation of all village wide departments and answered questions raised by the Council. *This part of the report was demonstrated at the end of the meeting.*

C. Lobbyist Legislative Update: Detailed report was part of the agenda packet.

6. VILLAGE ATORNEY'S REPORT

A. Village Attorney John Quick explained that the legal invoices are made part of the agenda packet.

B. Village Attorney John Quick provided a litigation update.

Councilmember Marsha Matson requested that a detailed expenditure report be included as part of future agenda packages.

Village Attorney John Quick reported he would work to include a detailed expenditure report on future agenda packages, while noting that the invoices already contain detailed information.

7. VILLAGE CLERK'S REPORT

A. Village Clerk Missy Arocha reported that the May 2026 calendar is available and up to date on the Village website.

8. BOARD AND COMMITTEE REPORTS

Councilmember Steve Cody **motioned** to approve the Board and Committee Reports. Councilmember Patrick Fiore **seconded** the motion. **All voted in favor (5-0). The motion carried unanimously.**

A. Charter Revision Commission Meeting (March 31, 2026)
B. Resiliency Committee Meeting (January 26, 2026)
C. Youth Community Involvement Task Force Meeting (February 20, 2026)

9. EMERGENCY ORDINANCES WITH PUBLIC HEARING: None.

10. ORDINANCES FOR SECOND READING AND PUBLIC HEARING:

A. AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO COUNCIL MEETING PROCEDURES; AMENDING SECTIONS 2-49 AND 2-50 OF THE VILLAGE CODE OF ORDINANCES REGARDING CONSENT AGENDA PROCEDURES; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE. *(Sponsored by Vice Mayor Mark Merwitzer) (Passed on First Reading at the April 6, 2026, Regular Council Meeting)*

Item 10A was **moved** by Councilmember Marsha Matson and **seconded** by Vice Mayor Mark Merwitzer.

Village Clerk Missy Arocha read the public comment submitted by form, attached as "Exhibit A".

During the public comment period, Gary Pastorella (6940 SW 142nd Terrace) voiced opposition to item 10A.

Vice Mayor Mark Merwitzer explained in detail the consent agenda changes (current versus new).

Councilmember Patrick Fiore reported that during the First Reading of the Ordinance, the Council amended the public participation and discussion portion of the Ordinance and **moved** to amend that prior to the discussion on the consent agenda, the public shall be afforded an opportunity to address the council on any item on the consent agenda during the request, petitions and public comment portion of the agenda. The motion was **seconded** by Vice Mayor Mark Merwitzer. The motion passed (4-1) with Councilmember Steve Cody voting opposed.

Councilmember Steve Cody distributed a copy of his amendments for the record and **moved** to amend the Ordinance as follows:

i. Strike the requirement that all resolutions be placed on the consent agenda, and replace it with: "The consent agenda shall contain routine and noncontroversial Resolutions that, in the opinion of the Village Manager, may be handled without the necessity for discussion."
ii. Strike the provision requiring two or more "no" votes to trigger separate consideration and clary that: "Any individual Councilmember may request removal of an item from the consent agenda for separate consideration."
iii. Strike the two-minute limitation on discussion or amendments for Consent Agenda items.
iv. Retain all other provisions of the Ordinance.

Mayor Karyn Cunningham **seconded** the motion made by Councilmember Steve Cody. The **motion failed (1-4)** with Mayor Karyn Cunningham, Councilmember Marsha Matson, Councilmember Patrick Fiore, and Vice Mayor Mark Merwitzer voting opposed.

Mayor Karyn Cunningham stated that moving the meeting time to 5:00 PM would not benefit the Council and expressed concern about the challenges the change could create.

Mayor Karyn Cunningham **moved** to remove the 5:00 PM deadline from section (h) and keep the time to noon. Vice Mayor Mark Merwitzer **seconded** the motion. **All voted in favor (5-0). The motion passed unanimously**.

The amended Ordinance passed by a (3-2) roll call vote on Second Reading.

- Vice Mayor Mark Merwitzer - YES
- Councilmember Steve Cody - NO
- Councilmember Patrick Fiore - YES
- Mayor Karyn Cunningham - NO
- Councilmember Marsha Matson - YES

11. ORDINANCES FOR FIRST READING WITH PUBLIC COMMENTS

A. AN ORDINANCE OF THE VILLAGE OF PALMETTO BAY, FLORIDA, PROVIDING FOR DEFENSE AND INDEMNIFICATION OF MEMBERS OF VILLAGE BOARDS, COMMISSIONS, COMMITTEES, TASK FORCES, THE CHARTER REVISION COMMISSION, AND OTHER BODIES CREATED BY THE VILLAGE COUNCIL; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.*(Sponsored by Councilmember Marsha Matson)*

Item 11A was **moved** by Vice Mayor Mark Merwitzer and **seconded** by Councilmember Marsha Matson.

The following person spoke in-support of the Resolution during the public commentary period: Bev Gerald (14271 SW 74th Court).

The following persons spoke opposed to the Resolution during the public commentary period: Gary Pastorella (6940 SW 142nd Terrace and Lasaly Changkachith (7740 SW 177th Street).

Councilmember Marsha Matson introduced the Ordinance intended to provide a process for the reimbursement of legal fees incurred by volunteers serving on Village committees. She stated the proposal was developed in consultation with the Village Attorney in response to concerns that committee members may face lawsuits or ethics complaints for actions taken in good faith while serving without compensation and emphasized that the Ordinance is intended to support and protect volunteers and encourage continued civic participation in the Village.

Councilmember Steve Cody raised questions regarding attorney fee rates, approval authority, and whether reimbursement under the Ordinance would be automatic.

Village Attorney John Quick clarified that reimbursement would be subject to a formal process, including review by the Village Manager, Village Attorney, and approval by the Village Council. He further explained that payment would not be automatic, would require a request following the incurrence of legal fees, and that there is no private cause of action for enforcement. He also reported that insurance coverage would depend on policy provisions and may not apply in all circumstances.

Council discussion continued regarding the meaning of "probable cause," eligibility for reimbursement, and whether discretion remains with the Council to approve or deny payment.

Councilmember Cody **moved** to strike the term "ministerial" on page 5, line 26, which **failed for lack of a second.**

Vice Mayor Mark Merwitzer questioned how the Ordinance differs from existing authority to reimburse legal expenses on a case-by-case basis.

Village Attorney John Quick explained that the Ordinance establishes a defined process for requests, review, and approval, while still retaining Council discretion.

Councilmember Patrick Fiore stated concern about the necessity of the Ordinance, explaining he had not previously observed such issues during his tenure and emphasizing that the Council already has authority to address reimbursement requests when warranted and voiced his opposition to the approval of the item.

Vice Mayor Merwitzer and Mayor Karyn Cunningham both voiced concerns regarding the need for the Ordinance and referenced broader issues of civility and legal exposure in public service.

Councilmember Matson reiterated that the intent of the Ordinance is to provide reassurance and protection for volunteers serving in good faith and to affirm the Village's support for civic participation.

The Ordinance failed by a (1-4) roll call vote on First Reading.

- Councilmember Marsha Matson - YES
- Mayor Karyn Cunningham - NO
- Councilmember Patrick Fiore - NO
- Councilmember Steve Cody - NO
- Vice Mayor Mark Merwitzer - NO

B. AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REGARDING COUNCIL DISCUSSION; AMENDING THE CODE OF ORDIANCES BY CREATING SECTION 2-161, "USE OF CERTAIN VILLAGE PROPERTY"; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

Item 11B was **moved** by Councilmember Marsha Matson and **seconded** by Vice Mayor Mark Merwitzer.

Village Clerk Missy Arocha read into the record public comment submitted by form, attached as "Exhibit A".

Councilmember Marsha Matson introduced the item, stating it would establish a policy requiring that vacant or unused Village-owned property used by private entities be subject to a fee for use, unless waived by the Council. She reported that any such fee would be determined by the Administration and emphasized that the intent of the proposal was to ensure appropriate revenue collection for Village-owned assets and explained that the policy may apply to future properties.

Councilmember Steve Cody requested clarification regarding the timeline for construction of the pickleball site.

Village Manager Nick Marano responded that that the project is currently undergoing permitting at both the Village and County levels, and construction will begin once approvals are finalized.

Councilmember Steve Cody questioned the parking arrangements on Village property for contractors associated with the Shores project.

Village Manager Nick Marano responded that contractors have been permitted to use Village-owned property temporarily for parking in coordination with project needs and reported that such arrangements are common among contractors working in proximity and do not reflect Village objection.

Vice Mayor Mark Merwitzer referenced prior use of the same property during the Fourth of July event from 2024. He voiced concern regarding public perception but reported he understood the intent of the item and that he would not support the proposal.

Councilmember Cody also stated he would not support the item and acknowledged the explanation provided by the Village Manager.

Councilmember Matson reiterated that the purpose of the Ordinance was to close a gap in policy related to revenue collection for the use of Village property, stating that it is common practice for contractors using public land for private purposes to pay a rental fee, subject to Council waiver.

The Ordinance failed by a (1-4) roll call vote on First Reading.

- Councilmember Patrick Fiore - NO
- Councilmember Steve Cody - NO
- Councilmember Marsha Matson - YES
- Vice Mayor Mark Merwitzer - NO
- Mayor Karyn Cunningham - NO

12. CONSENT AGENDA

Village Clerk Missy Arocha reported that item 12C was pulled from the consent agenda.

Councilmember Patrick Fiore **moved** to remove item 12C from the consent agenda and approve items 12A and 12B. The motion was **seconded** by Vice Mayor Mark Merwitzer. **All voted in favor (5-0). The motion passed unanimously.**

A. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATED TO PROCUREMENT; APPROVING THE SELECTION OF E. RODRIGUEZ LANDSCAPING, INC. TO PERFORM LANDSCAPE/GROUNDS MAINTENANCE SERVICES FOR THE PARKS AND RECREATION DEPARTMENT, PURSUANT TO INVITATION TO BID (ITB) NO. 2026-12-007; AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT WITH SAID COMPANY ON AN AS NEEDED BASIS FOR THEIR LANDSCAPING NEEDS BASED ON THE DEPARTMENTAL ANNUAL BUDGETS; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Administration and prepared by Procurement Specialist, Alessia Bencomo)*

Item 12A passed on the consent agenda.

B. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATED TO PROCUREMENT; APPROVING THE SELECTION OF THE GREEN EXPERTS LANDSCAPING, LLC. FOR LANDSCAPE MAINTENANCE THROUGHOUT THE VILLAGE OWNED PROPERTIES, PURSUANT TO INVITATION TO BID (ITB) NO. 2026-11-006; AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT WITH SAID COMPANY ON AN AS NEEDED BASIS FOR THE DIFFERENT DEPARTMENTS TO SERVICE THEIR LANDSCAPING NEEDS BASED ON THE DEPARTMENTAL ANNUAL BUDGETS; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Administration and prepared by Procurement Specialist, Alessia Bencomo)*

Item 12B passed on the consent agenda.

C. A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, APPROVING AND CONCURRING WITH THE STORMWATER REVENUE SUFFICICENCY FORECAST PREPARED BY RAFTELIS FINANCIAL CONSULTANTS, INC. AS A SUBCONSULTANT TO KIMLEY-HORN AND ASSOCIATES, INC.; AUTHORIZING THE VILLAGE MANAGER TO TRANSMIT THE APPROVED STUDY TO RELEVANT AGENCIES AND TO TAKE ALL NECESSARY STEPS TO SUPPORT IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Administration and Prepared by Public Services Director, Dionisio Torres)*

Item 12C was **moved** by Councilmember Patrick Fiore and **seconded** by Vice Mayor Mark Merwitzer.

Vice Mayor Mark Merwitzer introduced the Resolution, stating that he worked with the Administration to bring forward the Resolution to formally approve and concur with the stormwater revenue sufficiency forecast prepared by Raftelis Financial Consultants, a subconsultant to Kimley-Horn and presented an amended Resolution for the record.

Mayor Karyn Cunningham thanked the Vice Mayor for working with the Administration on the Resolution and questioned the current stormwater rate.

Village Manager Nick Marano responded that the current rate is $5.00 per unit.

Mayor Karyn Cunningham questioned when the rate was last increased.

Village Manager Nick Marano responded that it was prior to his arrival in 2019.

Mayor Karyn Cunningham questioned other comparative rates in other municipalities.

Public Services Director Dionisio Torres responded that, as part of the study, Pinecrest charges $10.00 and Cutler Bay charges a similar amount.

Mayor Karyn Cunningham questioned whether an increase would be considered in the future.

Village Manager Nick Marano stated that it is not yet known, as the purpose of the study is to evaluate service levels and potential enhancements and reported that stormwater funding supports initiatives such as the Tree Board and sea level rise-related projects.

Public Services Director Dionisio Torres stated that the study is expected to be completed by October 2026.

Vice Mayor Merwitzer reported that the initiative represents a significant step forward and referenced discussions with the Village Manager regarding program costs and moved to incorporate amendments to the Resolution, including the addition of recitals after the final “whereas” clause and before the “now, therefore”

clause, as well as the addition of new Sections 4 and 5 prior to the effective date provision. Councilmember Patrick Fiore seconded the motion in favor of the amendments. **All voted in favor (5-0) of the amendments. The motion passed unanimously.**

The amended Resolution was approved unanimously (5-0).

13. RESOLUTIONS REQUIRING PUBLIC HEARING: None.

14. RESOLUTIONS WITH PUBLIC COMMENTS

Mayor Karyn Cunningham stated that as the sponsor of the Resolution (item 14C) she pulled the item from the agenda and inquired whether a motion was required to formally withdraw it.

Village Attorney John Quick responded that no motion was necessary, as the item had not yet been moved and the sponsoring member may request its removal from the agenda.

Item 14C was withdrawn from the agenda.

A. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO SECTION 30-160 OF THE ART-IN-PUBLIC PLACES (AIPP) PROGRAM, ACCEPTING THE RECOMMENDATION OF THE AIPP ADVISORY BOARD OF THE PROPOSED ARTWORK BY ARTISTS GUS AND LINA OCAMPOSILVA FROM GUS LINA FINE ART, TO INSTALL THE ART PIECE TITLED “MANGROVE TREE” AT THE TRAFFIC CIRCLE LOCATED ON SW 152 STREET AND OLD CUTLER ROAD, PALMETTO BAY, FLORIDA 33157; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Administration and prepared by Sustainability & Resiliency Planner, Andrea Candelaria)*

Item 14A was **moved** by Councilmember Patrick Fiore and **seconded** by Vice Mayor Mark Merwitzer.

Resiliency Planner Andrea Candelaria presented the staff report, providing an overview of the project including the traffic circle scope, location plan, selection and application process, eligibility criteria, and a visual presentation of the recommended artwork selected by the Art in Public Places Advisory Board titled “Mangrove Tree” by artists Gus and Lina Ocamposilva.

Vice Mayor Mark Merwitzer questioned whether the Council has authority to make recommendations on the selection.

Village Attorney, John Quick, confirmed that while the Art in Public Places Advisory Board may provide recommendations, the final decision rests with the members of the Village Council.

Mayor Karyn Cunningham voiced concern regarding the selected artwork, noting that art is subjective and stating she did not favor the “mangroves” design for the

traffic circle along SW 152 location, though she acknowledged the selected piece was visually appealing.

Councilmember Steve Cody also voiced personal preference against the AIPP-selected piece, noting the subjective nature of art selection.

Councilmember Marsha Matson suggested it would be helpful to have visual displays of the proposed options during discussion

Resiliency Planner Andrea Candelaria presented visual displays of all completed artworks submitted through the open call to artists' process during the discussion.

Councilmember Marsha Matson voiced her preference for a different selection, specifically "Palmetto Bay Rising" out of the displays presented during the discussion.

Vice Mayor Merwitzer stated that he did not favor the AIPP-selected first-place option and questioned the best method for Council evaluation, including the possibility of using a scoring or evaluation sheet and expressed support for alternative selections, specifically for "Palmetto Bay Rising".

Village Attorney John Quick responded that the Council may move to make a separate selection.

Vice Mayor Mark Merwitzer **moved** to select "Palmetto Bay Rising". The motion was **seconded** by Councilmember Steve Cody.

Resiliency Planner Andrea Candelaria reported that the selected artwork is constructed of steel with a white painted finish and explained that she would confirm with the artist their acceptance of the selection, as the artists had previously been informed that their submission was not selected by the AIPP.

Mayor Cunningham inquired about the project timeline.

Resiliency Planner Andrea Candelaria responded, winter of 2027.

All voted in favor of the motion (5-0). The motion passed unanimously and "Palmetto Bay Rising" was the selected display for the SW 152nd Traffic Circle Call to Artist Project.

The amended Resolution was approved unanimously (5-0).

B. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, FORMALLY REQUESTING THAT MIAMI-DADE COUNTY DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS EVALUATE AND IMPLEMENT APPROPRIATE TRAFFIC CONTROL AND CALMING MEASURES ON SW 87TH AVENUE IN CONNECTION WITH THE OPENING OF THE SW 87TH AVENUE BRIDGE; DIRECTING THE VILLAGE MANAGER TO TRANSMIT THIS RESOLUTION AND ADVOCATE FOR ITS

IMPLEMENTATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Mayor Karyn Cunningham)*

Item 14B was **moved** by Mayor Karyn Cunningham and **seconded** by Councilmember Steve Cody.

Mayor Cunningham explained that with the upcoming opening of the bridge, it is important to begin planning for anticipated traffic impacts and appropriate traffic control measures and explained the importance of initiating discussions with the County regarding potential solutions without dictating specific outcomes.

Vice Mayor Mark Merwitzer referenced ongoing dialogue with the County and requested additional information regarding those discussions.

Village Manager Nick Marano explained that staff have been seeking approval for preemptive traffic calming and control measures, including quick-build traffic circles. He identified two key bottlenecks north of the canal and explained that data indicate traffic congestion at stop signs on SW 82nd Avenue contributes to cut-through traffic and reported that similar issues near SW 174th Street and SW 87th Avenue contribute to traffic entering residential areas such as the Malbrook neighborhood.

Village Manager Nick Marano stated that County traffic engineers prefer to allow traffic patterns to stabilize following the bridge opening before conducting formal studies and implementing long-term solutions and reported that while the Village has requested additional measures such as turn restrictions, those requests have not been approved at this time.

Councilmember Marsha Matson questioned whether Council action would carry weight with the County if adopted.

Village Manager Nick Marano responded that Council support would strengthen the Village's position and advocacy efforts with the County.

Vice Mayor Merwitzer voiced his comments on the near completion of the bridge and acknowledged County collaboration, reporting concerns raised by residents regarding potential traffic impacts.

Councilmember Matson voiced concern that existing traffic restrictions, including no-right-turn signage impacting Malbrook neighborhood, may be removed and stated concern that the neighborhood could experience increased traffic as a result of the bridge opening.

Mayor Cunningham concluded that the issue requires a collaborative approach with the County and emphasized the importance of working together to develop effective solutions based on County-provided guidance and data.

All voted in favor of the Resolution (5-0). The Resolution passed unanimously.

C. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF

PALMETTO BAY, FLORIDA, EXPRESSING CONCERN REGARDING THE NUMBER AND COMPLEXITY OF PROPOSED CHARTER AMENDMENTS TO BE PLACED ON A SINGLE BALLOT; ACKNOWLEDGING THE POTENTIAL FOR VOTER CONFUSION AND FATIGUE; URGING A MORE DELIBERATE AND TRANSPARENT APPROACH TO CHARTER REVISIONS; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Mayor Karyn Cunningham)*

Item 14C was withdrawn from the agenda.

D. A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, DENOUNCING RACISM AND ANTISEMITISM IN ANY FORM; URGING THE PRESIDENT OF FLORIDA INTERNATIONAL UNIVERSITY TO DISCIPLINE STUDENTS WHO ENGAGED IN RACIST AND ANTISEMITIC REMARKS THROUGH A GROUP CHAT; ENCOURAGING THE PRESIDENT OF FLORIDA INTERNATIONAL UNIVERSITY TO PROVIDE RACISM AND ANTISEMITISM AWARENESS AND SENSITIVITY TRAINING FOR SAID STUDENTS; DIRECTING THE VILLAGE CLERK TO TRANSMIT A COPY OF THIS RESOLUTION TO THE PRESIDENT OF FLORIDA INTERNATIONAL UNIVERSITY; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Councilmember Patrick Fiore)*

Item 14D was **moved** by Councilmember Patrick Fiore and **seconded** by Vice Mayor Mark Merwitzer.

The following persons spoke in-support of the Resolution during the public commentary period: Gary Pastorella (6940 SW 142nd Terrace), Bev Gerald (14271 SW 74th Court), and Lasaly Changkachith (7740 SW 177th Street).

Councilmember Patrick Fiore voiced his support for the Resolution and made reference to concerns regarding discriminatory or offensive statements involving Florida International University (FIU), emphasizing the importance of speaking out against racism and antisemitism and highlighting the need to address such conduct within the broader context of an increasingly diverse community.

Councilmember Marsha Matson stated that the Village had previously adopted a Resolution condemning antisemitic and racist statements and reported that disciplinary matters involving FIU students fall outside the jurisdiction of the Village Council and stated that while the intent of the item is understood, it is not appropriate for Council action.

Vice Mayor Mark Merwitzer spoke to the issue as a member of Generation Z, voicing concerns about the behavior referenced and stating that it reflects broader cultural issues within his own generation and emphasized the importance of education and accountability. He further explained that FIU leadership had already issued a public statement and that the institution and its Board of Trustees have taken steps to condemn racism and antisemitism and suggested that any Resolution be updated to reflect FIU's existing actions and stance on the matter.

Councilmember Fiore stated he would defer to the Council and characterized his

comments as a recommendation.

Village Attorney John Quick referenced revising the fifth “whereas” clause of the Resolution.

Vice Mayor Mark Merwitzer **moved** to amend the fifth “whereas” clause by illustrating that the Village Council understands that to date, the administration of FIU has placed these students under investigation and trespassed one participant from the group chat. The motion was **seconded** by Councilmember Patrick Fiore. **All voted in favor (5-0). The motion carried unanimously.**

All voted in favor of the amended Resolution (5-0). The amended Resolution passed unanimously.

15. OTHER BUSINESS:

Vice Mayor Mark Merwitzer **moved** to change the date of the Zoning Hearing, May 18, 2026 to the June Zoning Hearing. Councilmember Marsha Matson **seconded** the motion. **All voted in favor (5-0). The motion carried unanimously.**

16. ADJOURNMENT:

Councilmember Steve Cody made a **motion** to adjourn the meeting. Councilmember Patrick Fiore **seconded the motion. All voted in favor (5-0). The motion passed unanimously.**

The meeting adjourned at 10:05 PM.

The meeting minutes were approved this 1st day of June, 2026.

Attest:

_____	_____
Mayor Karyn Cunningham	Village Clerk Missy Arocha

Missy Arocha

From: noreply@civicplus.com
Sent: Monday, May 4, 2026 12:13 PM
To: Melissa Dodge; Missy Arocha; Karyn Cunningham; Mark Merwitzer; Marsha Matson; Patrick Fiore; Steve Cody; Nick Marano; Karla Morales-Maestre
Subject: [EXT] Online Form Submittal: Public Comments Form

CAUTION: EXTERNAL SENDER -- Please avoid opening any unexpected attachments or clicking on any strange links.
Use good judgement! Forward suspicious emails to: spamreport@palmettobay-fl.gov

Public Comments Form

Online Public Comments Form	Meeting Agenda
Meeting Date	05/04/2026
Meeting Type	Regular Council Meeting

(Section Break)

Exemption from Disclosure of Information

Pursuant to Section 119 of the Florida Statutes, certain governmental records are exempt from public disclosure, such as home addresses, telephone numbers, etc... of specified current and former public personnel.

If you qualify for such an exemption, please type in the word "exempt" under each field corresponding to your home address information and your telephone number.

Name	Pamela Schultz Gorman
Email Address	psgorman@aol.com
Address	14140 SW 72nd Avenue
City	Palmetto Bay
State	State
Zip Code	33158
Phone Number	3053012174

Meeting Agenda Link	Agenda Center
	(Section Break)
General Public Comments -"Requests, Petitions & Public Comments Submitted"	*Field not completed.*
	(Section Break)

Instructions

Please make sure to fill in the agenda item number and select a single option in the "Position" column.

Agenda Item No.	11A
Position	Support
Comments (type your comments in the box below)	Currently, as a member of Art In Public Places Committee, I volunteer my time and expertise to serve my community. Recent behavior of a council liason toward members of the Charter Review Commission justify this ordinance. As a volunteer acting in good faith, I too would like protection from lawsuits and ethics compaints. I strongly support this ordinance.
Agenda Item No.	11B
Position	Support
Comments (type your comments in the box below)	The Village has taken pride installing pay to park to offset maintenance expenses paid by residents tax dollars. Pay to park should apply to all village properties, including the 1 acre field not yet developed. This acre is being use daily without charge while nearby pay to park areas remain empty reducing revenue to the Village. The solution would be to include the one acre as a pay to park lot since it is currently open to anyone or fence it off completely. Village Hall parking lot and adjacent field should be strictly for village business and employees, all other vehicles parked for other reasons should be towed away at the owners expense. Signs should be posted to that effect in the undeveloped field and the paved parking lot at village hall. I support this ordinance.
Agenda Item No.	10A

Position	Support
Comments (type your comments in the box below)	This proposed ordinance will reduce excessive time on an item. I support this ordinance because it will shorten meetings eliminating unnecessary discussion.
Agenda Item No.	14C
Position	Oppose
Comments (type your comments in the box below)	I strongly oppose resolution 14C knowing volunteer residents serving on the Charter Review Commission are very intelligent and educated drafting the ballot amendents as they see necessary according to the Charter. Palmetto Bay residents are also intelligent and educated and will have no problem reading each amendment without confusion. I look forward to it. Where the resolution states "acknowledging the potential for voter confusion and fatigue" clearly communicates how the mayor perceives residents she serves as incapible of reading ballot questions without confusion and fatigue. Again, I oppose.
Agenda Item No.	*Field not completed.*
Position	*Field not completed.*
Comments (type your comments in the box below)	*Field not completed.*
Agenda Item No.	*Field not completed.*
Position	*Field not completed.*
Comments (type your comments in the box below)	*Field not completed.*
Agenda Item No.	*Field not completed.*
Position	*Field not completed.*
Comments (type your comments in the box below)	*Field not completed.*

Email not displaying correctly? View it in your browser.

AGENDA ITEM NO. 5.A

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE: June 1, 2026

SUBMITTED BY: Missy Arocha, Village Manager's Office

ITEM TYPE: Report

AGENDA SECTION: VILLAGE MANAGER'S REPORT

SUBJECT: Departmental Updates

SUGGESTED ACTION:

ATTACHMENTS:
Exhibit A-Manager's Departmental Report

Manager's Report

BUILDING & PERMITTING

April

FY2025-2026 Budgeted Projects

- Building Division Software
  - Building Permit and Inspection software building is underway. Expected to launch 2026.

- Building Division
  - Received 316 permits applications.
  - 232 residents and contractors visited the Division.
  - Inspections completed:
    - Building: 689
    - Mechanical: 27
    - Electrical: 78
    - Plumbing: 61
    - Zoning: 92

Total: 947

FINANCE

April

- The expenditures in April 2026 were $1,654,456, 6.30% of the total budget, compared to budgeted expenditures of $2,190,168, a surplus of 2.03 % for the month. Please note that this analysis is based on a straight-line allocation of the budget for the year, which is $ 2,190,168 or 8.33% per month. This does not consider the timing of expenditures such as annual bond payment or seasonal events such as Summer Camp or Village events.

- YTD the Village has spent $ 11,703,673 or 45.00% compared to budgeted expenditures of $15,331,176 or 58.31%

Manager's Reportable Checks:

Check Transfer Date	Check Transfer #	Vendor Name	Description	Total Amount
4/1/2026	38	DEPARTMENT OF TREASURY	FEDERAL WITHHOLDING PAYMENT	$ 49,943.29
4/1/2026	39	MISSIONSQUARE RETIREMENT	PENSION PLAN PAYMENT	$ 44,833.12
4/1/2026	49364	VILLAGE OF PALMETTO BAY	PPE 04/03/26	$ 148,369.91
4/3/2026	49367	BEEFREE, LLC.	(4) TESLA - FREEBE	$ 41,355.60
4/3/2026	49368	CBIZ CPAS P.C.	AUDIT SERVICES RELATED TO FY ENDED 09/30/25	$ 22,270.00
4/3/2026	49396	Institute for Regional Conserv	THE WOODS - PHASE 1	$ 53,600.00
4/10/2026	49425	CALVIN GIORDANO & ASSOCIATES	PUBLIC SERVICE PERMITTING AND INSPECTIONS FY 24/25	$ 14,114.10
4/10/2026	49434	OFFICE OF THE SHERIFF OF MDC	VOPB LOCAL PATROL MARCH 2026	$ 861,091.59
4/15/2026	41	DEPARTMENT OF TREASURY	FEDERAL WITHHOLDING PAYMENT	$ 50,710.87
4/15/2026	40	MISSIONSQUARE RETIREMENT	PENSION PLAN PAYMENT	$ 44,055.39
4/15/2026	49471	VILLAGE OF PALMETTO BAY	PPE 04/17/26	$ 149,919.20
4/17/2026	49492	AQUATIC CONTROL GROUP, INC.	CANAL MAINTENANCE - 2026	$ 16,200.00
4/17/2026	49495	Ballpark Maintenance, Inc.	CLAY RECONDITIONING OF PBP SOFTBALL FIELDS	$ 14,513.00
4/17/2026	49511	GOGOVAPPS	GOENFORCE CODE AND PERMITTING	$ 14,640.00
4/17/2026	49513	Institute for Regional Conserv	THE WOODS - PHASE 1	$ 37,200.00
4/17/2026	49523	PIMENTEL CONSTRUCTION GROUP	SW 92 AVENUE ROADWAY IMPROVEMENTS	$ 21,745.02
4/17/2026	49490	WEISS SEROTA HELFMAN	006-1 YACHT CLUB AT LUXCOM-BERT HARRIS CLAIM	$ 26,918.22

4/17/2026	49490	WEISS SEROTA HELFMAN	015 GENERAL MUNICIPAL	$ 18,489.35
4/24/2026	49549	CURATIVE INSURANCE COMPANY	HEALTH INSURANCE-MAY 2026	$ 80,934.78
4/24/2026	49538	HARTEC GROUP, INC.	CRP DRAINAGE IMRPOVEMENTS	$ 19,200.00
4/24/2026	49538	HARTEC GROUP, INC.	PICKLE BALL FIELD	$ 16,830.00
4/24/2026	49576	TRANSCOR SUPPLY, INC.	SW 82 BIKE LANES - PROTECTIVE BIKE LANE SEPARATION	$ 42,484.00
4/29/2026	44	DEPARTMENT OF TREASURY	FEDERAL WITHHOLDING PAYMENT	$ 49,878.40
4/29/2026	45	MISSIONSQUARE RETIREMENT	PENSION PLAN PAYMENT	$ 44,285.78
4/29/2026	49580	VILLAGE OF PALMETTO BAY	PPE 05/01/26	$ 149,113.36

IT DEPARTMENT

April

1. Help desk statistics:
    a. 361 work orders received.
        i. Type breakdown:
            1. 230 (64%) = simple incidents.
            2. 113 (31%) = complex problems.
            3. 12 (3%) = requests for service.
            4. 6 (2%) = change requests.
        ii. Submitted by:
            1. 113 (31%) generated by system, infrastructure, or cybersecurity alerts.
            2. 16 (4%) created by our preventative maintenance schedule.
            3. 232 (65%) generated by staff.
    b. 334 (93%) work orders closed.
2. Completed installation of additional outdoor WiFi access point at Village Hall for better coverage along the southern public gathering area.
3. Participated in Advanced Cybersecurity Awareness training for supervisory staff.
4. Represented the Village at City of North Miami Beach's CIO seminar on Synthetic Risks (deepfakes, AI phishing)

Upcoming Goals

1. Complete Replacement of our current EDR cybersecurity solution. (State grant term expiring)
2. Replacement of our help desk platform. (Atera failed to live up to expectations)
3. Implementation of a new email search platform, Barracuda Email Archiving, for PRRs.
4. Budget meetings with each department.

HUMAN RESOURCES

April

- 4 Recruitment Ad(s)
  - Parks & Recreation Supervisor
  - Recreation Attendant
  - Tennis Camp Counselor (position closed prior to completion, see staffing update below)
  - Jr. Tennis Camp Counselor (position closed prior to completion, see staffing update below)
- 68 Applications Reviewed
- 34 Interviews scheduled
  - Summer Camp (seasonal)
- 12 Pre-Employment Meetings
- 0 New Hire
- 2 Training Sessions
- 2 Separations of Employment
- 2 Transfers/Updates/Evaluations
- Staffing Update as of 5/19/2026

VACANCY DETAIL **Department**	**Position**	**Additional Comments**
Active Recruitments		
Parks & Recreation	Parks & Recreation Supervisor (1)	Pre-employment meeting held 5/11/2026
	Recreation Attendant (2)	1 - Pre-employment meeting held 5/14/2026 1 – Advertised 5/13-20/2026
	Park Service Aide (2)	Pending Advertisement
Village Clerk	Passport Acceptance Agent (1)	Request for hire submitted 5/14/2026
	Total Active Recruitments- PT	**5**
	Total Active Recruitments- FT	**1**

	Total Active Recruitments	**6**
Seasonal Recruitments		
	Site Supervisor (1)	Filled
	Program Coordinator (1)	Filled
	Camp Counselor (7)	Filled
	Jr. Camp Counselor (13)	11 Filled; 1 pending pre-employment
	Tennis Camp Counselor (0)	N/A; no longer needed (tennis camp is contracted and will have its own team)
	Jr. Tennis Camp Counselor (0)	N/A; no longer needed (tennis camp is contracted and will have its own team)
	Total Active Seasonal Recruitments	**1**
Positions on Hold		
Village Clerk	Administrative Assistant (1)	On hold.
Planning & Zoning	Zoning Administrator (1)	On hold.
Public Services	Tree Trimmer (1)	On hold.
	Maintenance Worker I – Facilities (2)	On hold.
Parks & Recreation	Maintenance Worker I – Parks (1)	On hold; 1 replaced as PT Recreation Attendant
	Parks & Recreation Supervisor (1)	On hold.
	Parks & Recreation Superintendent (1)	On hold.
	Total On-Hold- PT	**0**
	Total On-Hold- FT	**8**
	Total On-Hold	**8**

COMMUNICATIONS

April

- 97 FB/Twitter Postings (including event and meeting postings)
- 11,821 FB Followers
  - 209 New FB followers
- 10,382 Instagram Followers
  - 301 New IG Followers
- 9,225 Email Subscribers
- 13 Videos Produced:
  - Spring Recycling Reel
  - Spring Recycling Thank you Andrea Reel
  - Bay Brief Video
  - Battle of the Buns Contestant Reel
  - Battle of the Buns Event Promo Reel

- Biscayne National Park 250 Video
- Public Service 92nd Avenue Reel
- Dig Like Kim Reel
- National Park Ticket Contest Reel
- Everglades National Park 250 Video
- Green Roof Informative Video
- New Website Announcement Reel

- 2 Village Vibes Bi-Weekly E-Newsletters
  - 4/11 Village Vibes
  - 4/25 Village Vibes – Programs & Events
- 20 Promotional/Informational Campaigns – **51 Posts**
  - Alexis Calatayud Connection Event -2
  - Coral Reef Park Recreation Center Programs – 1
  - Tree of the Year – 4
  - Battle of the Buns – 5
  - Hiring Posts – 2
  - Farmer's Market – 3
  - Spring Recycling – 8
  - Maria Salazar Passport Event - 2
  - Blood Donation at Village Hall – 2
  - Resilience Action Plan - 1
  - Earth Day Contest – 2
  - Stop the Bleed – 2
  - Art Exhibition – 3
  - MDSO Survey Promo – 1
  - Trees and Treats – 2
  - Mayor Environmentalist – 2
  - MDSO Autism Program – 1
  - Dig Like Kim – 3
  - On Street Parking – 1
  - Deering Estate Clean-up – 1
  - The Woods Clean-up – 2
  - ArtSouth Mother's Day Event - 1
- Meetings Broadcast: **2**
  - 4/6 Regular Council Meeting
  - 4/20 Hybrid Zoning Hearing
- Events Attended/Promoted: **15**
  - 4/1 Autism Awareness Flag Ceremony
  - 4/3 PBBA
  - 4/10 Maria Salazar Passport Event
  - 4/10 Orange Bowl First Pitch
  - 4/10 Be Strong/Greener Roof
  - 4/11 Annual Deering Seafood Festival
  - 4/13 Girl Scout Beautification Project
  - 4/15 Earth Day Contest
  - 4/17 Mayor Environmentalist of the year
  - 4/18 Mayor visits Eureka Educational Academy
  - 4/20 Trees and Treats
  - 4/21 Miami Dade League of Cities Meeting
  - 4/22 Earth Day Ladybug Release

- 4/25 Spring Recycling Drive
- 4/29 Palmetto Bay Garden Club Presentation

➢ Baybot User Interactions: **181**

GRANTS

April

➢ New Grant Applications (1)
- FMCA Certificate of Excellence in Government Communications

➢ Grants Approved (0)

➢ Closed Grants (0)

➢ Active Grants (15)
- FDEM Florida Recovery Obligation Calculation (F-ROC) – 2026 updated score expected May
- FDEP Resilient Florida – Assessment and Planning for a Resilient Palmetto Bay (comprehensive vulnerability assessment) – closeout and final request for reimbursement submitted February 2026, updates pending for May
- FDOT Public Transit Service Development Grant – On-Demand Transit Service – contract fully executed November 2025, two additional FreeBee vehicles scheduled for February 2026
- FRDAP Coral Reef Park Trail Renovations-Recreational Trails Program (RTP) – closeout package in review by agency
- Safe Street 4 All (SS4A) – VOPB Street Safety Action Plan Development – preparing closeout
- Sub-Basins 12/42 Stormwater Improvements – contract executed
- Sub-Basin 43 (Hazard Mitigation Grant Program) – reimbursement 2 in review by agency, pre-Phase 2 information requests in progress
- Sub-Basin 43 (State Appropriation)
- Sub-Basin 44 (State Appropriation) – reimbursement request in progress
- Sub-Basins 57/96 (State Appropriation) – closeout and reimbursement request in progress
- Transportation Planning Organization – Multimodal Transportation Master Plan – grant closeout submitted March 30, in review by agency
- USTA Tennis Facility Grant – Coral Reef Park Fencing – pending reimbursement and press release
- Village Council's Palmetto Bay "Adopt-A-Pet" Council Program – program in progress
- Village Council's Senior Assistance for Veterinary Emergencies (SAVE) Council Program – program in progress
- Pre-Award Process – Veterans Park Phase 1 Appropriation

PARKS & RECREATION

April

Palmetto Bay Park

- Ballet at the Park: Monday thru Thursday classes 3pm - 8pm; Friday Adult and Private Lessons 12pm – 6pm
- Flamenco Saturdays 9am – 11am
- I9 Sports: on Saturdays and Sundays 8am - 2pm
- MJ Hoops: Tuesdays, Wednesdays, and Thursdays 5:45pm & 8:30pm
- Bay Lions Soccer Club: Tuesday, Thursdays & Friday 4pm-6pm
- Juventus Soccer Club: Mondays, Wednesday, Saturdays, Sundays
- Travel Softball: Stingrays, Lady Canes, Rock Gold, Contenders: Monday/Friday 4pm, 6pm & 8pm
- Howard Palmetto Baseball/Softball Association- Youth Softball Leagues 8U, 10U 12U- practices Tuesdays, Wednesdays, Thursday 6pm - 9:30pm; Games Fridays 7pm and Saturdays 9am and 10:30am
- Baptist Health Senior Stretch Exercise Class: 10:30am & 11:30am
- Pickleball Reservations: 2
- Total Softball Games: 49
- Total Softball Practices: 104
- Total Pavilion/Rec Room Rentals: 8
- Orange Bowl Florida Fastpitch Invitational Tournament, April 9-11

Coral Reef Park

- Pickleball Reservations – 141
- Tennis Court Rentals: 848
- USTA Tennis Leagues: 136
- Picnic Areas/Pavilion/Gazebo Rentals: 24
- Baurball Soccer training, Weekdays 4pm - 6pm
- Beast Volleyball Tuesday, Thursday and Friday 5 – 6:30pm
- Orange Ball and Green Ball Tennis, Tuesday and Thursdays 4pm - 6:30pm Total participants: 54
- Palmetto Bay Soccer participants: 136
- Bay Lions FC Soccer participants: 86
- Howard Palmetto Baseball (T-Ball) participants: 184
- Stop the Bleed, April 17 10am - 12pm & 2pm – 4pm
- Environmentalist of the Year Tree Planting Ceremony, April 17 10am
- Battle of the Buns, April 18 5pm-8pm
- Dig Like Kim Volleyball Tournament, April 26 8am-5pm

Recreation Center

- Yoga with Lucia, Mondays & Sundays 9am-10am, Registrations: 7
- Stitch, Stack & Shuffle, Mondays 1pm-3pm, Attendees per week: between 8 and 12 each week
- Flamenco, Mondays 4pm-5pm/5pm-6pm, Wednesdays 4pm-5pm/5pm-6pm, Saturdays 9pm-10pm/10pm-11pm, Registrations: 12

- Fencing, Mondays & Wednesdays 6pm-8pm, Registrations: 0
- Bodyworks, Tuesdays 10:15am-11am, Thursdays 11am-11:45am and Saturdays 10am-10:45am, Registrations: 8
- Art, Tuesdays & Thursdays 4pm-6pm, and Saturdays 9-10am, Registrations: 0
- Ballet at the Park, Tuesdays & Thursdays 4pm-5pm/5pm-6pm/6pm-7:30pm, Registrations: 33
- Pilates 2 Restore, Registrations: 4

Fee Waivers- Requested and Granted in April 2026

Group Name	Date	Time	Location	Type of Event	Total Value Granted	Date of Request
Be Strong International	Mon. & Tues., May 18-19, 2026	7:30am-5pm	Perrine Community House	Curriculum Training	$ 1,107.00	4/1/2026
Palmetto Bay Branch Library	2nd & 4th Thursday/month May-December 2026	5-6pm	EAF Community Room	Color Your Cares Away	$ 1,872.00	4/2/2026
PBA Booster Club	Saturday, April 25, 2026	8pm-11pm	LP Amphitheater Lawn	Spring Dance	$ 518.00	4/10/2026
100 Ladies of Deering	Wednesday, April 22, 2026	3:30pm-4:45pm	TE- Education Room	Membership Meeting	$ 109.00	4/16/2026
Everglades Foundation	Tuesday, June 2, 2026	8:30am-4:00pm	CRP Rec Center-Bay Room	Retreat Meeting	$ 450.00	4/20/2026
Pink Venom Volleyball	Sunday, May 31st, 2026	10am-2:30pm	EAF Community Room	End of the Year Party	$ 593.50	4/21/2026

Perrine Community House

Perrine Community House Activity – April 2026			
Date	Type of Use	Name of Group	Attendance
4/30/2026	VPB	LIAF Meeting	50

Ludovici Park

Ludovici Park Activity – April 2026			
Date	Type of Use	Name of Group	Attendance
4/11/26	Event	Art Exhibit	70
4/1/26	Waiver	VPB Library Teen Advisory	15
4/1/26	Program	Baptist Core and Stretch	22
4/3/26	Waiver	Artist Development Lab	10
4/4/26	Waiver	Casa Italia	20
4/6/26	Waiver	Cutler Bay Community Theater	15
4/7/26	Waiver	Musicore	20
4/8/26	Program	Baptist Core and Stretch	23
4/8/26	Waiver	VPB Library Teen Advisory	15
4/8/26	Program	Bay Lions Soccer Club	10
4/9/26	Waiver	VPB Library Coloring Class	15
4/10/26	Waiver	Artist Development Lab	10
4/11/26	Waiver	Casa Italia	20
4/11/26	Program	Ballet at the Park	23
4/13/26	Waiver	Cutler Bay Community Theater	15
4/14/26	Waiver	Musicore	20
4/15/26	Waiver	VPB Library Teen Advisory	15
4/15/26	Program	Baptist Core and Stretch	25
4/16/26	Waiver	VPB Adult Book Club	15
4/17/26	Waiver	Artist Development Lab	10
4/18/26	Event	Tree Giveaway	21
4/18/26	Waiver	Casa Italia	20
4/19/26	Rental	Mario Andres Rojas	50
4/20/26	Waiver	Cutler Bay Community Theater	15
4/21/26	Waiver	Musicore	20
4/22/26	Program	Baptist Core and Stretch	22
4/22/26	Waiver	VPB Library Teen Advisory	15

4/23/26	Waiver	VPB Library Coloring Class	15
4/24/26	Waiver	Artist Development Lab	10
4/25/26	Waiver	Casa Italia	20

Thalatta Estate

Thalatta Estate Activity – April 2026			
Date	Type of Use	Name of Group	Attendance
4/12/26	Program	Yoga by the Bay	11
4/19/26	Program	Yoga by the Bay	10
4/26/26	Program	Yoga by the Bay	20
4/1/26	Waiver	Blue Angels	30
4/2/26	Photo	Isabel Decon	5
4/2/26	Photo	Josefina Vargas	5
4/2/26	Photo	Arianny Lopez	5
4/3/26	Photo	Eldiannys Pirela	5
4/3/26	Photo	Yisel Hidalgo	5
4/6/26	Photo	Yaresly Penalver Ballester	5
4/10/26	Rehearsal	Ruiz-Stone W Rehearsal	10
4/10/26	Rental	Martin-Goetz Wedding	160
4/11/26	Rental	Ruiz-Stone Wedding	100
4/13/26	Photo	Yaquelin Lopez	5
4/14/26	Waiver	Chabad PB Women's Education Class	14
4/16/26	Photo	Ingrid Treminio	5
4/16/26	Photo	Pilar/Maria Gomez	5
4/17/26	Program	VOPB Wellness Employees	50
4/18/26	Rental	Marriage Proposal	15
4/20/26	Photo	Monica Guerrero	5
4/20/26	Photo	Triannis Polanco	5
4/21/26	Waiver	Chabad PB Women's Education Class	14
4/21/26	Photo	Deyanira Moralez	5

4/22/26	Waiver	100 Ladies of Deering Estate	10
4/24/26	Rental	Llapur-Messa Wedding	130
4/25/26	Rental	Rouse-Williams Wedding	80
4/27/26	Photo	Daisy Garay	5
4/28/26	Waiver	Chabad PB Women's Education Class	14
4/30/26	Waiver	Chabad Torah Class	10

June 2026 Upcoming Events/Programs/Projects

Palmetto Bay Park

- Ballet at the Park: Monday – Thursday 4 - 8pm; Adult class/lessons: Fridays 12 - 6pm
- Flamenco Saturdays, 9am – 11am
- I9 Sports: Saturdays, 8am - 2pm
- MJ Hoops: Tuesdays, Wednesdays, Thursdays, 5:45pm-8:30pm
- Juventus Soccer Club: Mondays, Wednesdays, Saturday, Sundays
- Bay Lions Soccer Club: Tuesdays, Thursdays and Fridays
- Howard Palmetto Baseball Softball Association Fall League registration
- Travel Softball: Stingrays, Rock Gold, Lady Canes, SF Contenders: Mon-Friday 6pm & 8pm
- High School softball play-offs begin
- Baptist Health Senior Stretch Exercise Class: 10:30am & 11:30am

Coral Reef Park

- Palmetto Bay Soccer season starts: December 1st through February 14th, 4pm-5:30pm (Games Fridays and Saturdays)
- Bay Lions Soccer Club: 4:30pm – 7pm (Games are Sundays)
- Orange Ball and Green Ball Tennis, Tuesdays and Thursdays, (4pm – 630pm)
- Baurball Soccer Training, Weekdays, 3pm – 5:30pm
- Beast Volleyball Tuesday, Thursday and Friday, 4-530pm
- TTT Fitness, Monday - Thursday, Saturday 9am-10am and 430pm-530pm
- Tennis Camp & Summer Camp begins June 8

Perrine Community House

- 0 Rental
- 0 Waiver
- 9 Program
- 0 Event

Thalatta Estate

- 4 Rental
- 1 Rehearsal
- 3 Photoshoot
- 0 Event
- 4 Programs
- 4 Waiver

Ludovici Park

- 0 Rental
- 0 Rehearsal
- 0 Photoshoot
- 0 Event
- 0 Programs
- 17 Waiver

Park Projects

Palmetto Bay Park Irrigation Redesign – Calvin Giordano

- 12/13/2024 submittal package for Building Department review
- 4/25 Release Invitation to Bid
- 6/9 one (1) Bid Received
- Evaluation of Project based on budget
- RFP Released April 14, 2026
- Pre-Submission Meeting April 28, 2026
- Last Day for Questions May 5, 2026
- Bid Opening May 15, 2026, at 11am
- No Bids Received
- Release Invitation to Bid May 26, 2026
- Non-Mandatory Pre-Bid Meeting June2 2026
- Bids Due June 11, 2026
- To Council for Approval July 2026

Coral Reef Park Pineland - IRC

- Task 4-continue management of rock pineland.
- Prescribed burn: In consultation with Miami Dade's Division of Natural Areas Management regarding readiness and timeline for prescribed burn following amendment to Coral Reef Park Pineland Management Agreement
- Draft agreement received February 5, 2026, and currently under review by Parks Dept and Attorney
- Proposals received (3)
- PO in progress

The Woods

- Phase I FY 25-26 budget $250,000
- Phase I Approved on 11-2-25 IRC to proceed at a cost of $194,500, execution of contract in process.
- Purchase Order approved for purchasing benches, trash receptacles, signs, and pet waste stations

- Community Workshop scheduled for December 6, 2925, 1:00pm at the Perrine Community House.
- IRC – Currently working on Phase 1 Required Components
- Tree permit approved and work resumes March 23, 2026
- Work in Process as scheduled
- April 30, 2026- Volunteer Planting and clean-up day
- Benches, Trash Receptacles and Dog Waste Stations ordered May 2026
- Working on quotes for installation of trail

Veteran's Park

- 100% Plans Received December 2024
- Kimley Horn Currently working on permits
- DERM – Approved 12/16/2025
- Miami-Dade Water and Sewer plans – 9/2025 approved
- RFP for construction of Phase 1 to be Released February 2026
- Woody Williams Foundation for the Gold Star families Memorial Monument – Under Contract
- Designed Approved via Resolution No.2025-66
- February 2026- Consultant completed specifications Phase 1
- Invitation To Bid to be advertised February 17, 2026
- Pre-Bid Meeting: February 24, 2026
- Last Day to Submit Questions: March 2, 2026
- Last Addendum Issued: March 3, 2026
- Submission of Bid Due: March 12, 2026
- March 19, 2026- four (4) bids received pursuant to Invitation To B
- Bid evaluation to follow -March 2025
- Approved and awarded to Waypoint Construction April 2026
- Groundbreaking Event- May 26, 2026

Pickleball Center

- Council approved Construction of Design Build Indoor Pickleball Center-
- Contract for Build-Out (Waypoint) executed 9-2025; site work began and leveling of fill 10/2025
- Management/Operations (Diadem) approved by Council 9/17/2025
- Design and permitting in Progress
- Currently under construction-land clearing/prep completed
- Installation of Construction Fence: March 2026

Coral Reef Park Playground Improvements

- 12/9/24 approved by Village Council
- 1/25 Contract executed
- Installation scheduled to begin October 27, 2025, with completion date of December 19, 2025
- Confirmed equipment delivery and start date of October 29, 2025, project underway.
- Project Completed

Skate Park – Palmetto Bay Park

- Release RFP February 2025
- Pre-submission Meeting 2/18/2025
- Received 2 Proposals on 3/7/2025
- Proposal approved by Village Council 6/2/2025
- Design 9/12/2025

- Community Meeting scheduled for November 6, 2025, and December 10, 2025, at 6pm at Palmetto Bay Park
- Input to be evaluated and revised design processed and shared
- Next steps: construction drawings and permits April 2026
- Staging and mobilization Spring 2026 and estimated completion August 2026

Thalatta Enclosed Pavilion Design

- 2/25 Procure a professional consultant for design of enclosed pavilion
- 3/4/2025 On-site meeting with Chisholm Architects
- 3/12/2025 Received Proposal from Chisholm Architects
- Chisholm Architect working on project
- Notice To Proceed issued; 40% of Phase 1 completed
- Chisholm currently in discussion with SFWMD
- SFWMD requested updated survey-quotes in process
- Survey in process April-May 2026

Coral Reef and Palmetto Bay Parks Asphalt Trail Rehab

- Invitation to bid issued and five (5) bids received
- Recommended vendor approved by Village Council 6/2/2025
- Contractor sent notice he will not be able to follow through with proposal
- In communications with the lowest bidder
- Approval of the second lowest bidder presented to Village Council at the March meeting
- Phoenix Concrete approved by Village Council on March 2, 2026
- Execution of contract March 19, 2026
- Contract Canceled
- Issuing new ITB May 26, 2026
- Non-Mandatory Pre-Bid Meeting June 2, 2026
- Bids Due June 11, 2026
- To Council for Approval July 2026

PUBLIC SERVICES

April

Department/Division: Public Services											
Service Description	October	November	December	Qtr. 1 Oct. - Dec.	Jan	Feb	Mar	Qtr. 2 Jan-Mar	April	Qtr. 3 Apr-June	Fiscal Year to Date FY 2025-2026
STREET AND ROW MAINTENANCE											
Signs Repaired/ Installed	4	5	3	12	6	62	8	76	14	14	102
Graffiti Removal	0	0	0	0	0	1	0	1	3	3	4
Pothole/ Shoulder Repairs	5	6	5	16	8	5	4	17	12	12	45
Debris/ Trash Removal (TN)	15.01	26.9	9.48	51.39	6.98	11.12	30.51	48.61	32.4	32.4	132.4
TOTAL STREET & ROW MAINT.	**24.01**	**37.9**	**17.48**	**79.39**	**20.98**	**79.12**	**42.51**	**142.61**	**61.4**	**61.4**	**283.4**
STREET AND ROW INSTALLATION											
Sidewalks (linear ft.)	0	780	1207	1987	1065	165	0	1,230	113	113	3,330
Paving (linear ft.)	0	0	0	0	5060	4096	0.00	9,156	1484	1,484	10,640
TOTAL STREET & ROW INST.	**0**	**780**	**1207**	**1987**	**6125**	**4,261**	**0**	**10,386**	**1,597**	**1,597**	**13,970**
STORMWATER											
Drain Cleaning/ Repairs	83	52	74	209	59	86	95	240	62	62	511
Catch Basin	61	52	33	146	54	40	94	188	59	59	393
Outfalls	3	0	32	35	0	1	0	1	1	1	37
Linear Feet Pipe	6428	1601	6677	14706	1320	4955	2623	8898	1323	1323	24927
Canal Cleaning/ Clearing (Linear Feet)	0	0	0	0	0	0	0	0	7874	7874	7874
Flooding Investigations & Resolutions	3	0	0	3	1	0	0	1	2	0	4
Complaints Reported to MDC	1	10	9	20	4	2	3	9	5	0	29
TOTAL STORMWATER ACTIVITIES	**6579**	**1,705**	**6825**	**6579**	**1438**	**5084**	**2815**	**9337**	**9326**	**9319**	**25235**
INSPECTIONS											
Sidewalks/ Driveways	13	17	35	65	10	18	7	35	21	21	121
Paving/ Drainage	32	30	20	82	9	11	5	25	16	16	123
TOTAL INSPECTIONS	**45**	**47**	**55**	**147**	**19**	**29**	**12**	**60**	**37**	**37**	**244**
Total Complaints in the month reported to MDC	12	11	9	32	4	2	3	9	5	5	46

Capital Projects

- Coral Reef Park Drainage Modifications, required as part of the approval of SFWMD Boat Ramp project, are now complete.
- SW 184TH Street Sidewalk Gap Construction started, completion expected in May.
- V&G commenced Traffic Calming installation, approximately 50% complete with work order.
- Procurement prepared ITB for Public Services Parking Lot Project, with important dates as follows: Advertisement on May 12th, Bids due May 28th, 2026.
- Localized Drainage Contract, work with procurement. Expect NTP in May 2026
- 16153 Localized Drainage rock trench project completed.
- Sub Basin 12 Drainage Sub Basin construction commenced.

Upcoming Projects

- Have Item scheduled for May Regular Council Meeting for Stormwater Fee Assessment. Vice-Mayor has requested a proposed supplemental (NTE $50,000) for Stormwater Ordinance Modifications, Green Infrastructure, Credit Program, etc.
- Will prepare item for Stormwater Master Plan Update for June Council Meeting.
- Drainage Sub Basin 12 (ON-GOING). Will request Contractor to start work on permit application, shop drawings, etc., with consultant and Village of Palmetto Bay for Sub Basin 42.
- V&G Traffic Calming installation expected to be completed by end of May.
- Will have Metro Express install concrete slabs for Bench Installation as part of Beautification efforts.
- Localized Drainage Contract, working with procurement. Expect NTP in May 2026.
- Will prepare Item for June Regular Council meeting for recommendation of award for PS Parking Lot Improvement Project.

POLICE

April

- South Florida Crime Prevention Association Meeting
- Citizen Crime Watch meeting
- DARE classes at Christ Fellowship
- Youth Crime classes at Howard Drive and Coral Reef Elementary Schools
- Deering Estates Seafood Festival
- Officer Friendly class at Howard Drive and Coral Reef Elementary School
- Baynanza Bay Clean-up at Deering Estates
- Crimes/Calls for Service:

    - 0 Auto Thefts
    - 1 Commercial Burglaries
    - 0 Residential Burglaries
    - 2 Vehicle Burglaries
    - 0 Robbery
    - 16 Domestic Dispute/Disturbance
    - 5 Baker Acts
    - 28 Crashes

Upcoming Events

- Howard Drive 5th Grade awards ceremony
- Christ Fellowship DARE graduation
- Coral Reef Elementary awards ceremony
- Citizens Crime Watch Meeting
- Village of Palmetto Bay Summer Camp starts
- Waffles at summer camp with the campers
- RADKIDS at Palmetto Bay Summer Camp
- SFCPA Monthly Meeting

April

FY2025-2026 Budgeted Projects

REVIEWS, APPLICATIONS, AND PUBLIC MEETINGS

- Administrative Variance Applications received:
  - None
- Administrative Site Plan Review Applications Received:
  - None
- Zoning Verification Letter
  - ZVL-26-007 9760 E Indigo St
  - ZVL-26-008 17225 S Dixie Hwy
  - ZVL-26-009 8700 SW 145 St
  - ZVL-26-010 15715 S Dixie Hwy #417
  - ZVL-26-011 9500 SW 180 St
  - ZVL-26-012 Various Address
  - ZVL-26-013 Various Address
- Zoning Hearing Applications Received:
  - None
- Zoning Inspections and Reviews
  - Planning and zoning permits reviewed: 70
  - Planning and Zoning Inspections: 92
- Business Tax:
  - Renewals: 0
  - New Certificate of Use: 21
  - Business Tax: 40
- GOGov Permits:
  - Garage Sale: 17
  - Real Estate Banner: 0
  - Solicitation: 0
  - Special Event Banner: 0
  - Business Improvements Grants: 0
- Code Compliance Division
  - Common violations: property maintenance, residential and commercial
  - New cases: 74
  - Close Cases: 52
  - Citations Issued: 21
  - Special Master cases: 26

Upcoming Events

- May 18, 2026, Special Master Hearing
- May 19, 2026, Special Master Hearing.

Sustainability and Resiliency

April

- USA 250 Celebration



  - Planning full scale monthly celebration in collaboration with Communications
  - Next scheduled meeting: Wednesday, May 6, 2026

  April Activities:
  - National parks annual passes raffle (winners announced on May 4 Council Meeting)
  - Nat. Park promotional videos
  - Trees & Treats 4/18
  - Spring Recycling Drive 4/25

  May Activities:
  - Community service: Veterans' video
  - Cleanup at Deering Point May 16

- AIPP
  - AIPP Board selected Mangrove Tree to be recommended for Village Council Approval
  - Presenting approval on May 9 Regular Council Meeting

- Village of Palmetto Bay Cleanup Day
  - Scheduled for May 16th, 2026, for PB Celebrates 250 theme of community service

- Resiliency Committee
  - Next meeting: June 2026

- Recycling Drive
  - Complete success! Thank you all for the seamless collaboration.
  - Stats of the event:

Electronics	2,855 lbs.
Lamps, batteries	455 lbs.
Paints	5,100 lbs.
Oil	285 lbs.
Gasoline	250 lbs.
Pesticides	650 lbs.
Bleach	20 lbs.
Aerosol Cans	250 lbs.
Medical Waste	
Paper	6,766 lbs.
Clothes	42 bags of clothing

- Plastics Challenge
  - Currently plastic count: 272 lbs.
  - Thank you to everyone for bringing in plastic! Let's keep it going 😊

- Composting
  - Coordinating efforts with Soil mate
  - Current Idea: to have a composting bin at Bill Sadowski Park

- Keep Palmetto Bay Beautiful
  - Affiliate program of Keep America Beautiful, litter prevention program
  - Resiliency Committee will be responsible for creating a litter index for the Village
  - Seeking Council approval on April 6 Regular Council Meeting.



AGENDA ITEM NO. 6.A

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	June 1, 2026
SUBMITTED BY:	Missy Arocha, Village Attorney's Office
ITEM TYPE:	Report
AGENDA SECTION:	VILLAGE ATTORNEY'S REPORT
SUBJECT:	Attorney Expenses
SUGGESTED ACTION:	

ATTACHMENTS:
April WSH General Municpal

WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.

2800 Ponce de Leon Boulevard
Suite 1200
Coral Gables, FL 33134
305-854-0800
Fax 305-854-2323
[redacted]

THIS INVOICE MAY CONTAIN ATTORNEY / CLIENT INFORMATION EXEMPT FROM PUBLIC DISCLOSURE. CONTACT US PRIOR TO RELEASE.

Village of Palmetto Bay
c/o Nick Marano
nmarano@palmettobay-fl.gov

May 13, 2026
Invoice # 316925

CLIENT: 2210 - Village of Palmetto Bay
Re: 014 Public Records Response Assistance

For Professional Services Rendered

Date		Services	Hours	Amount
04/02/26	jjq	Research Documents And Prepare Response To PRR 2026-90	0.20	62.50
04/06/26	jjq	Communicate With Client Re Public Records Response Requirements	0.20	62.50
04/13/26	jjq	Review And Analyze Public Records Request Re Village Meeting Videos; Communications With Client Re Same	0.50	156.25
04/16/26	jjq	Review And Analyze Multiple Voluminous Public Records Requests Re Charter Review Commission Matters; Research Concerning Public Records Aspect OF Call Logs And Requirements Related To Same; Communications With Client Re Production Obligations And Options; Conference Re Same; Advise Client Re PRR-2026-073	3.20	1,000.00
04/17/26	jjq	Communicate With Client Re Pending Records Request Items; Communicate With Mr. Levy Re Response To Records Request; Communicate With Mr. Schweip Re Same	0.40	125.00
04/20/26	jjq	Advise Client Re Public Records Responses	0.30	93.90
04/21/26	jjq	Communicate With Client Re Pending Public Records Requests	0.20	62.50
04/24/26	jjq	Multiple Communications With Client Re Pending Records Request Issues	0.50	156.25
04/26/26	jjq	Communicate With Mr. Tannebaum Re Public Records Responses	0.20	62.50
04/27/26	jjq	Review And Analyze PRR 2026-103, 104, 105, 106, 107, And 108; Advise Client Re Same	0.50	156.25
Total Professional Services			**6.20**	**$1,937.65**

Invoice Summary

For Professional Services	1,937.65
For Disbursements Incurred	0.00
Total this Invoice	**$1,937.65**

Payments Can Be Wire Transferred To:



PLEASE INCLUDE INVOICE NUMBER

WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.

2800 Ponce de Leon Boulevard
Suite 1200
Coral Gables, FL 33134
305-854-0800
Fax 305-854-2323
[redacted]

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Village of Palmetto Bay
c/o Nick Marano
nmarano@palmettobay-fl.gov

May 13, 2026
Invoice # 316926

CLIENT: 2210 - Village of Palmetto Bay
Re: 015 General Municipal

For Professional Services Rendered

Date		Services	Hours	Amount
04/01/26	jem	Conference Concerning Charter Review Committee Meeting And Impact Fees	1.30	406.25
04/01/26	jem	Conference Concerning SB 180 Considerations And Impact Fee Revisions	0.30	93.75
04/01/26	jem	Review And Analyze Building Permit Fee Structure	1.10	343.75
04/01/26	lsl	Review And Evaluate And Comment On Master Agreement For Entrance Signs	1.00	312.50
04/01/26	jjq	Communications With Client Re CRC Matters; Review, Revise, And Approve Proposed Agenda Items, Memo, And Backup; Communications With Client Re Same	0.70	219.10
04/02/26	jem	Conference Concerning Public Records Request For Charter Review Committee Meeting	0.30	93.75
04/02/26	jjq	Multiple Lengthy Communications With Client Re Charter Review Commission Matters; Communicate With Mr. Dellagloria Re Same; Follow Up Re Same; Review And Revise Proposed Add-On Agenda Items; Multiple Communications With Client Re Same; Research Concerning Emergency Management Training Requirements Of New Law; Advise Client Re Same	2.10	656.25
04/02/26	jem	Review And Analyze Village Code And Ordinances	1.20	375.00
04/02/26	jem	Prepare For And Attend Conference Call With Nick Martano And Dean Klements Regarding Impact And Mobility Fees	2.00	625.00
04/02/26	jem	Conference Concerning Charter Review Committee	1.00	312.50

For Professional Services Rendered

Date		Services	Hours	Amount
04/03/26	jjq	Preparation For Regular Council Meeting; Analyze Agenda Items And Backup; Analyze Potential Issues Which May Arise During Council Meeting; Conference With Client Concerning Parking Matters; Follow Up Re Same	1.60	500.00
04/05/26	jjq	Review And Analyze Agenda; Prepare For Council Meeting; Research Issues Which May Arise During Council Meeting	1.60	500.80
04/06/26	jjq	Communications With Client Re Proposed Agenda Add-On Items; Communicate With Client Re Parking Matters; Communicate With Client Re Current Agenda Items	0.60	187.50
04/06/26	lsl	Review And Redraft Collaboration Agreement AHA	1.50	468.75
04/06/26	lsl	Review And Analyze Tennis And Pickleball Agreement	1.00	312.50
04/06/26	jem	Communicate (with client) Regarding Impact Fees	0.40	125.00
04/06/26	jjq	Work Form Village Hall; Conferences With Client Re Pending Items; Finalize Parks Agreements; Attend To Pending Agreements; Prepare For And Attend Council Workshop.	1.50	468.75
04/06/26	jjq	Prepare For And Attend Regular Council Meeting	4.20	1,314.60
04/07/26	jjq	Communicate With Mr. Dellagloria Re Charter Review Matters; Communications With Client Re Post-Council Meeting Matters; Communicate With Client Re Proposed Agenda Items	0.70	218.75
04/07/26	jem	Communicate (Other External) With Dexter Lehtinen By Phone Re Past Legislative Actions	0.30	93.75
04/08/26	jem	Conference Concerning Art In Public Places Board Meeting	0.20	62.50
04/08/26	jem	Review And Analyze Meeting Minutes For Previous Art In Public Places Meeting And Communicate With Andrea Candelaria Regarding Meeting And Tallying Procedure	0.50	156.25
04/08/26	jjq	Communicate With Client Re Village Speed Humps; Communicate With Client Re Parks Fee Matters; Conference Concerning AIPP Matters; Communicate With Client Re Same	0.70	218.75
04/09/26	jjq	Communicate With Mr. Dellagloria Re CRC Resolution For Proposals; Review And Revise Same; Review And Revise Clean Paws Program Agreement; Communicate With Client Re Same; Communicate With Client Re Proposed Legislation; Prepare Potential Legislation Language Re Use Of Village Property; Prepare Potential Legislation Language Re Defense Of Committee Members; Conference Concerning AIPP Meeting Matters; Follow Up Re Same; Communicate With Client Re AIPP ITems	1.70	531.25
04/09/26	jem	Prepare For And Attend Art In Public Places Board Meeting And Assist With Voting Procedure	4.10	1,281.25
04/10/26	jem	Review And Analyze Complaint For Declaratory And Injunctive Relief	1.30	406.25

For Professional Services Rendered

Date		Services	Hours	Amount
04/10/26	jjq	Conference With Client Re Pending Village-Wide Matters, Potential Legislation, County Water And Sewer, And CRC Items; Communications With Mr. Dellagloria Re CRC Items; Conference Re Same; Conference Re County Water And Sewer Items; Conference Re Use Of Village Property Legislation; Revise Potential Language Re Same; Conference Re Potential Defense Of Claims Legislation; Develop Strategy Re Vision And Set Up Re Same; Research Re Same; Communications With Client Re AIPP Matters; Conference Re Same	2.70	843.75
04/10/26	jem	Conference Concerning Art In Public Places Hearing Board Vote And Request Backup From Village	0.30	93.75
04/11/26	jjq	Preparation Of Ordinance Re Potential Legal Defense And Reimbursement	0.60	187.50
04/13/26	jem	Conference Regarding Art In Public Places Artist Submissions And Advisory Board's Selected Winner	0.40	125.00
04/13/26	jem	Conference Regarding Charter Review Inquiry From John Dellagloria	0.30	93.75
04/13/26	jem	Review And Revise Letter To Art In Public Places Selected Artists For The Traffic Circle Instillation	0.70	218.75
04/13/26	jjq	Review And Analyze Village Code Re Potential Inclusion In Code Re Use Of Certain Village Property; Prepare Ordinance Re Same; Revise Same; Communicate With Client Re Same; Review And Revise Proposed Ordinance Re Legal Defense Fees Of Committee Members; Research Re Same; Analyze Code Re Same; Revise Same; Communicate With Client Re Same; Communicate With Client Re AIPP Recommendations And Restrictions; Research Re Same; Follow Up Re Same	1.90	593.75
04/13/26	jem	Conference Regarding Newly Filed Lawsuit Challenging Resolution 25-80 And Ordinance 26-01	1.80	562.50
04/14/26	jjq	Communications With Client Re AIPP Matters; Communicate With Client Re CRC Matters; Review, Analyze, And Revise Parks Giveaway Notifications And Conditions; Communicate With Client re Same; Review And Analyze Proposed Village Property Use Ordinance; Communicate With Client Re Same; Review, Revise, And Approve Proposed May Agenda Items; Advise Client Re Special Assessment Requirements And Potential Statutory Acquisition Procedures	2.30	718.75
04/15/26	jem	Review And Redraft Proposed Charter Amendments Regarding Citizens' Bill Of Rights, Single Member Districts, Length Of Service, Protection Of Village Property And Charter Review Commission Proposed Amendments Pass-Through To The Ballot	5.20	1,625.00
04/15/26	jem	Conference Concerning Impact Fee And Permit Fee Assessments	0.50	156.25

For Professional Services Rendered

Date		Services	Hours	Amount
04/15/26	jjq	Research Stormwater Ordinance Matters; Research Potential Green Infrastructure; Research Urban Forestry Matters; Conference With Client Re Stormwater Ordinance Matters; Conference Concerning With Client Re Open Space Items; Follow Up Re Same; Conference With Client Re CRC Matters	4.30	1,343.75
04/15/26	lad	Confer Re Acquisition of Property for Park Purposes Using Special Assessment	0.40	125.00
04/15/26	lad	Prepare For And Meet With Village Staff And Vice Mayor Re Proposed Ordinance Amending Stowmwater Chapter 15 Code To Authorize Stornwater Fee Credits And Require Green Infrastructure; Review And Analyze Draft Ordinance	2.00	625.00
04/15/26	lad	Prepare For And Attend Conference With Vice Mayor And Staff Re Proposed Stomrwater Ordinance, Credit Program And Amendments To LDR Re Green Infrastruture; Review And Research Existing Code And FS,	2.00	625.00
04/16/26	jem	Review April 15, 2026, Charter Review Committee Meeting And Conference Regarding The Same; Communicate Regarding Committee Member Comments	2.10	656.25
04/16/26	jjq	Communications With Client Re Proposed Legislation	0.30	93.75
04/16/26	lad	Review and Address Correspondence from VM Re Proposed Stormwater Ordinance	0.40	125.00
04/17/26	jem	Conference Concerning Revisions To Charter Ballot Drafts Provided By John Dellagloria	0.20	62.50
04/17/26	jem	Conference Regarding Charter Amendments Revisions And Communicate With John Dellagloria Regarding The Same	0.40	125.00
04/17/26	jjq	Communications With Client Re Potential May Agenda Items; Communications With Client Re Potential Legislation For May Agenda; Research Re Same; Prepare Same; Revise Same	1.40	437.50
04/17/26	jem	Draft Affidavit For Consent And Joinder Regarding Miami Dade County EQCB Sewer Connection	0.70	218.75
04/17/26	rcp	Review And Analyze Issues Relating To Charter Revision Amendments	0.50	156.25
04/20/26	jjq	Communications With Client Re Proposed Agenda Items; Review And Revise Resolutions RE ITB 2026-11-006 and 2026-12-007; Communicate With Client Re Same; Review And Revise Resolution Re Stormwater Revenue Sufficiency Forecast; Communicate With Client Re Same	1.10	343.75
04/20/26	jem	Conference Proposed Charter Amendments And Communicate (In Firm) Regarding The Same	0.90	281.25
04/20/26	jem	Communicate (with client) Regarding Meeting With County To Discuss Extension Of sanitary Sewer System Connection	0.20	62.50
04/20/26	rcp	Review And Analyze Charter Amendment Issues For Charter Revision Board	1.00	312.50
04/20/26	jem	Communicate (with client) And Internally Regarding Meeting On Building, Parks, and Road Impact Fees.	0.70	218.75

For Professional Services Rendered

Date		Services	Hours	Amount
04/21/26	jjq	Review, Revise, And Approve Proposed May Agenda Items; Communications With Client Re Same; Conference With Client Re Agenda Review; Prepare Business Impact Estimate; Communicate With Client Re Same; Communicate With Client Re AIPP Fee Matters; Analyze And Follow Up Re Same	1.90	593.75
04/21/26	jem	Conference Regarding Revisions Requested By John Dellagloria For Charter Amendments	0.20	62.50
04/21/26	jem	Prepare For And Attend Meeting Regarding Euclid Response For April 24, 2026.	0.80	250.00
04/21/26	jem	Meeting With Client Regarding Euclid Response For April 24, 2026	1.10	343.75
04/21/26	jem	Draft Response To Euclid Group Regarding Development Project Fees	1.10	343.75
04/22/26	jem	Communicate (other outside counsel) With John Dellagloria Regarding Charter Amendments And Communicate Internally Regarding the Same	0.40	125.00
04/22/26	jjq	Conference Concerning Charter Ballot Language Legality Matters; Review, Revise, And Approve Proposed Agenda Items; Review And Revise Sewer Affidavit Of Consent; Communicate With Client Re Same	0.90	281.25
04/22/26	jem	Conference Concerning Pending Village Legislative Matters	0.40	125.00
04/22/26	jem	Conference Regarding Art In Public Places Code Provision	1.20	375.00
04/22/26	jem	Meeting With Miami Dade County DERM and RER Divisions Regarding Extension Of Time Request For Resident Sewer Connections	0.70	218.75
04/22/26	jem	Review And Communicate Internally Regarding Draft Letter To Coastland Residential	0.40	125.00
04/23/26	jem	Meeting Regarding Senate And House Bills Of Note Impacting Municipalities	0.70	218.75
04/23/26	jjq	Review And Revise Proposed Traffic Calming Resolution; Research County Strategic Plan; Research Countywide Transportation Master Plan; Communicate With Client Re Proposed Committee Legal Defense Ordinance; Communications With Client Re Potential May Agenda Items	1.30	406.25
04/23/26	jem	Meeting With John Dellagloria And Roger Pou Regarding Charter Amendment Revisions	0.70	218.75
04/23/26	jem	Communicate (with client) Regarding Euclid Group Response Letter Sent	0.30	93.75
04/23/26	rcp	Prepare For And Attend Conference With Dellagloria Regarding Charter Amendment Revisions	0.70	218.75
04/23/26	alg	Review And Comment Re Response Correspondence	0.30	93.75
04/23/26	ram	Review And Analyze Voting Conflict Questions Related To Official's Lawsuit Against Village Challenging Ordinance Invalidity And Confer With Village Attorney	0.50	156.25

For Professional Services Rendered

Date		Services	Hours	Amount
04/24/26	jjq	Conferences With Client Re May Agenda Matters; Revise Proposed Legislation; Follow Up Re Same; Communicate With Client Re Non-Registered Attendee Policy; Conference Re Same	1.40	437.50
04/24/26	jem	Correspondence Re Home Office And Business Tax Fee Usage	1.10	343.75
04/25/26	jjq	Review And Analyze Add-On Request And Proposed Item	0.20	62.50
04/27/26	jjq	Communications With Client Re CRC Matters; Communications With Mr. Dellagloria Re CRC Proposal Inquiries; Research Re Same; Communicate With Client Re May Agenda Matters; Review And Revise Proposed Agenda Items	1.90	593.75
04/27/26	jem	Conference Regarding Business Tax Receipt Requirements	0.30	93.75
04/27/26	jem	Conference Regarding Council Member Vacancy Pre Election Inquiry	0.20	62.50
04/28/26	jem	Review And Analyze Charter With Respect To Councilmember Vacancies	0.40	125.00
04/28/26	jem	Conference Regarding Preparation Meeting For Euclid Group Meeting	0.40	125.00
04/28/26	jem	Conference Regarding EAC Applicant Qualification Request	0.20	62.50
04/28/26	jem	Conference Regarding Marsha Matson's Request For Summary Of Steve Cody Related Litigatrion	0.30	93.75
04/28/26	rcp	Confer Regarding Advisory Board Ordinance Issues	0.20	62.50
04/28/26	jjq	Research Concerning Net-Zero Restrictions; Research Bill Analysis And Legislaitive History Of HB 1217; Analyze Issues And Develop Strategy Re Same; Conference With Client Re Net Zero Restrictions; Research Concerning Village Committee Procedures And Structures; Research Concerning EAC Creation And History; Research Concerning Requirements For Proper Notice Of Proposed Code Changes And Impacts Of Improper Language; Research Options For Code Scrivener's Errors; Review And Analyze Village Meeting Documents And Video Recordings Re Code Issue; Communications With Client Re Opinion Request Re EAC Qualifications; Conferences Re Same; Prepare Opinion Re EACh Qualifications Resolution; Revise And Finalize Same	5.30	1,656.25
04/29/26	dfc	Research Concerning Impact Fee Study Scope Of Services; Gather Relevant RFP Scope Of Services / Confer Re The Same	0.30	93.75
04/29/26	jem	Review Cody Matters Pending In Response To Marsha Matson's Request	0.60	187.50
04/29/26	jjq	Prepare For And Attend Directors Meeting And Analysis Of Potential Issues And Matters; Communications With Client Re Pending Request; Communications With Client Re Non-Registered Attendee Policy; Conference Re Same	2.40	750.00

For Professional Services Rendered

Date		Services	Hours	Amount
04/30/26	jjq	Communications With Client Re CRC Matters; Communicate With Mr. Dellagloria Re Co-Location Laws Re CRC Proposals; Conference Re Same; Prepare For Regular Council Meeting; Analyze Matters Which May Arise During Same' Conference Re Impact Fee Analysis; Communicate With Client Re Same	2.10	656.25
04/30/26	jem	Review And Analyze Charter Amendment Proposals Provided By John Dellagloria For Legal Sufficiency	2.80	875.00
04/30/26	jem	Meeting Regarding Feedback To Be Sent To John Dellagloria Regarding Charter Amendment Proposals	1.50	468.75
04/30/26	rcp	Confer Internally And Evaluate Initial Revisions And Feedback Regarding Charter Revision Commission Ballots And Proposed Text Amendments; Revise Feedback Based On Same	1.50	468.75
04/30/26	rcp	Review And Analyze Proposed Charter Revision Commission Charter Amendments And Ballot Questions; Draft Initial Revisions And Feedback Regarding Charter Revision Commission Ballots And Proposed Text Amendments	1.00	312.50
Total Professional Services			**105.90**	**$33,097.00**

Invoice Summary

For Professional Services	33,097.00
For Disbursements Incurred	0.00
Total this Invoice	**$33,097.00**

Payments Can Be Wire Transferred To:

[redacted]

PLEASE INCLUDE INVOICE NUMBER

WEISS SEROTA HELFMAN
COLE & BIERMAN, P.L.

2800 Ponce de Leon Boulevard
Suite 1200
Coral Gables, FL 33134
305-854-0800
Fax 305-854-2323
[redacted]

THIS INVOICE MAY CONTAIN ATTORNEY / CLIENT INFORMATION EXEMPT FROM PUBLIC DISCLOSURE. CONTACT US PRIOR TO RELEASE.

Village of Palmetto Bay
c/o Nick Marano
nmarano@palmettobay-fl.gov

May 13, 2026
Invoice # 316927

CLIENT: 2210 - Village of Palmetto Bay
Re: 017 Planning Matters

For Professional Services Rendered

Date		Services	Hours	Amount
04/01/26	aus	Review And Revise Zoning Verification Letter For Vested Rights Determination At Eureka Property	0.40	125.00
04/01/26	aus	Review Palmer Trinity School Master Plan And Calculate Difference Impact To Parking And Possible Changes	1.60	500.00
04/01/26	jjq	Conference Concerning Legally Non-Conforming Use Matters; Research Re Same; Communicate With Client Re Palmer Trinity Matters; Conference Re Same; Review And Analyze Historic Documents Re Same	1.10	344.30
04/06/26	jjq	Review, Revise, And Approve Proposed LPA Agenda Items, Backup, And Council Memoranda; Review, Revise, And Approve Proposed Zoning Meeting Agenda Items, Backup, And Council Memoranda	0.70	218.75
04/07/26	jjq	Conference With Client Re Main Street DUV Development Matters; Research And Analyze Requirements And Restrictions Re Same; Follow Up Re Same	1.20	375.00
04/07/26	aus	Prepare For And Attend Meeting With Planning Staff To Review Palmer Trinity School Plan Amendments	0.30	93.75
04/09/26	jjq	Review And Revise May Zoning Hearing Notice; Advise Client Re May Zoning Hearing Matters	0.40	125.00
04/09/26	kme	Receipt And Review Of Review Of Unity Of Title And Opinion Of Title And Mortgage On File	1.00	312.50
04/13/26	jjq	Conference With Client And Messrs. Garcia-Serra And Behar Re Prior Christ Fellowship Application	0.50	156.25
04/17/26	jjq	Preparation For Zoning Hearing; Communicate With Client Re DUV Matters	1.80	562.50
04/19/26	jjq	Preparation For Zoning Meeting	1.10	343.75

For Professional Services Rendered

Date		Services	Hours	Amount
04/20/26	jjq	Communications With Client Re zoning Meeting; Communicate With Client Re School Planning Statute Issues	0.40	125.00
04/20/26	jjq	Prepare For And Attend Zoning Meeting	1.20	375.00
04/22/26	slt	Confer Re Public Art Fee	0.30	93.75
04/23/26	jjq	Research Concerning Private School Zoning Workshop Public Notice Requirements; Analyze Issues Re Same; Analyze Statutes Re Same; Communicate With Client Re Same	0.80	250.00
04/24/26	jjq	Communicate With Client Re HB 1217	0.20	62.50
04/28/26	jjq	Review And Analyze Code Notice Requirements; Advise Client Re Same	0.30	93.75
04/29/26	jjq	Research Concerning Zoning Hearing Requirements; Communications With Client Re Same	0.50	156.25
Total Professional Services			**13.80**	**$4,313.05**

Invoice Summary

For Professional Services	4,313.05
For Disbursements Incurred	0.00
Total this Invoice	**$4,313.05**

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WEISS SEROTA HELFMAN
COLE & BIERMAN, P.L.

2800 Ponce de Leon Boulevard
Suite 1200
Coral Gables, FL 33134
305-854-0800
Fax 305-854-2323
[redacted]

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Village of Palmetto Bay
c/o Nick Marano
nmarano@palmettobay-fl.gov

May 13, 2026
Invoice # 316928
Page 1 of 1

CLIENT: 2210 - Village of Palmetto Bay
Re: 018 Public Works

For Professional Services Rendered

Date		Services	Hours	Amount
04/02/26	jjq	Communicate With Client Re SB 180 Emergency Management Training	0.20	62.50
04/22/26	jjq	Conference With County And Client Re Septic Tank Requirements; Follow Up With Client Re Same	0.80	250.00
Total Professional Services			**1.00**	**$312.50**

Invoice Summary

For Professional Services	312.50
For Disbursements Incurred	0.00
Total this Invoice	**$312.50**

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COLE & BIERMAN, P.L.

2800 Ponce de Leon Boulevard
Suite 1200
Coral Gables, FL 33134
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Village of Palmetto Bay
c/o Nick Marano
nmarano@palmettobay-fl.gov

May 13, 2026
Invoice # 316929

CLIENT: 2210 - Village of Palmetto Bay
Re: 021 Code Enforcement

For Professional Services Rendered

Date		Services	Hours	Amount
04/06/26	jla	Reviewed Correspondence From Vanessa Bencomo On Hearing Outline For Default Cases	0.40	125.00
04/13/26	jla	Review And Respond To Correspondence From Vanessa Bencomo On Assessment Of Costs	0.50	156.25
04/13/26	jla	Review And Analyze Village Code Enforcement Ordinance On Allowed Costs	0.50	156.25
04/21/26	jla	Review And Respond To Correspondence From Vanessa Bencomo On Interest Rate For Code Enforcement Liens	0.50	156.25
04/21/26	jla	Research Relating To Interest Rate For Code Enforcement Liens	0.70	218.75
04/22/26	jjq	Research Concerning Home-Based Business Regulations And Restrictions; Analyze State And Local Issues Re Same; Communicate With Client Re Local Business Tax Matters; Analyze Same	1.10	343.75
04/23/26	jjq	Communicate With Client Re Local Business Tax Receipt Matters; Research Historical Information Re Same	0.50	156.25
04/24/26	jjq	Communicate With Client Re Home Office And Business Tax Receipt Matters; Conference Re Same	0.50	156.25
04/28/26	jem	Telephone Call With Client Concerning Home Based Business Application Fee Refund Request	0.20	62.50
Total Professional Services			**4.90**	**$1,531.25**

Invoice Summary

For Professional Services	1,531.25
For Disbursements Incurred	0.00
Total this Invoice	**$1,531.25**

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WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.

2800 Ponce de Leon Boulevard
Suite 1200
Coral Gables, FL 33134
305-854-0800
Fax 305-854-2323
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Village of Palmetto Bay
c/o Nick Marano
nmarano@palmettobay-fl.gov

May 13, 2026
Invoice # 316931

CLIENT: 2210 - Village of Palmetto Bay
Re: 025 Purchasing/Procurement

For Professional Services Rendered

Date		Services	Hours	Amount
04/02/26	jjq	Review And Revise RFP 2026-12-010 Re Palmetto Bay Park Pump Station; Communicate With Client Re Same; Review And Revise RFP 2026-12-009 Coral Reef Park Concessions; Communicate With Client Re Same	0.80	250.00
04/07/26	jjq	Communications With Client Re Melendi Act Matters; Research And Analyze Issues Re Same	0.60	187.50
04/09/26	jjq	Review And Revise Proposed Waypoint ITB 2026-12-005 Agreement And Addendum; Communications With Client Re Same	0.70	218.75
04/13/26	jjq	Communications With Client Re Potential Termination Of Phoenix Contract; Communicate With Client Re Same; Review And Analyze Metro Contract Re Potential Work Authorization Matters; Analyze Issues Re Same; Communicate With Client Re Same	0.80	250.00
04/14/26	jjq	Communicate With Client Re ITB# 2026-12-005	0.20	62.50
04/15/26	jjq	Review And Revise Proposed ITB# 2026-11-004 Agreement; Communicate With Client Re Same	0.60	187.50
04/21/26	jjq	Review And Revise Phoenix Notice of Termination Re ITB# 2025-12-010 PBP and CRP; Communicate With Client Re Same	0.40	125.00
04/28/26	fg	Review And Analyze Contractor Agrement	1.50	468.75
04/29/26	fg	Continued Revisions To Dance Lessons Contract And Addendum	0.30	93.75
Total Professional Services			**5.90**	**$1,843.75**

Invoice Summary

For Professional Services	1,843.75
For Disbursements Incurred	0.00
Total this Invoice	**$1,843.75**

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WEISS SEROTA HELFMAN
COLE & BIERMAN, P.L.

2800 Ponce de Leon Boulevard
Suite 1200
Coral Gables, FL 33134
305-854-0800
Fax 305-854-2323
[redacted]

THIS INVOICE MAY CONTAIN ATTORNEY / CLIENT INFORMATION EXEMPT FROM PUBLIC DISCLOSURE. CONTACT US PRIOR TO RELEASE.

Village of Palmetto Bay
c/o Nick Marano
nmarano@palmettobay-fl.gov

May 13, 2026
Invoice # 316932

CLIENT: 2210 - Village of Palmetto Bay
Re: 026 Village Clerk

For Professional Services Rendered

Date		Services	Hours	Amount
04/15/26	jjq	Advise Client Re Notice Requirements	0.20	62.50
04/24/26	jjq	Review And Analyze Committee Requirements; Review And Analyze Application Re Minimum Requirements; Advise Client Re Same; Follow Up Re Same	0.80	250.00
04/29/26	jjq	Review And Revise Executive Session Notice; Communications With Client Re Same; Prepare Executive Session Script; Prepare Executive Session Announcement; Advise Client Re Parks And Recreation Committee Membership; Review And Analyze Code Re Same	0.90	281.25
04/30/26	jjq	Review And Revise Public Notice Of Co-Designation/Street Name Change Re Greg Zawyer Street; Communicate With Client Re Same	0.30	93.75
Total Professional Services			**2.20**	**$687.50**

Invoice Summary

For Professional Services	687.50
For Disbursements Incurred	0.00
Total this Invoice	**$687.50**

Payments Can Be Wire Transferred To:

[redacted]

WEISS SEROTA HELFMAN
COLE & BIERMAN, P.L.

2800 Ponce de Leon Boulevard
Suite 1200
Coral Gables, FL 33134
305-854-0800
Fax 305-854-2323
[redacted]

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Village of Palmetto Bay
c/o Nick Marano
nmarano@palmettobay-fl.gov

May 13, 2026
Invoice # 316933

CLIENT: 2210 - Village of Palmetto Bay
Re: 027 Building Department

For Professional Services Rendered

Date		Services	Hours	Amount
04/02/26	tr	Preparation For And Meeting With Mr. Marano And Building Official Re Impact Fees	0.50	156.25
04/10/26	jem	Conference Regarding Impact Fees	0.20	62.50
04/14/26	jem	Prepare For And Attend Meeting With Manager And Building Official Regarding Building Permit Fees	1.20	375.00
04/14/26	jjq	Conference With Client Concerning Building Fee Calculations And Assessment Matters	0.70	218.75
04/29/26	jem	Review And Analyze City Of Tamarac's RFP 25-03R For Purposes Of Impact Fee Study Scope Of Services And The City Of South Maimi's Piggyback Agreement Resolution Regarding The Same	1.20	375.00
Total Professional Services			**3.80**	**$1,187.50**

Invoice Summary

For Professional Services	1,187.50
For Disbursements Incurred	0.00
Total this Invoice	**$1,187.50**

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There are no additional legal expenditures which would be required pursuant to Resolution 2025-31.

AGENDA ITEM NO. 8.A

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	June 1, 2026
SUBMITTED BY:	Missy Arocha, Village Clerk's Office
ITEM TYPE:	Minutes
AGENDA SECTION:	BOARD AND COMMITTEE REPORTS
SUBJECT:	Art-in-Public Places Advisory Board Meeting (February 26, 2026)
SUGGESTED ACTION:	

ATTACHMENTS:
AIPP-2026-02-26

Art in Public Places Advisory Board
In-Person Meeting Agenda
Village Hall
1st Floor Conference Room
9705 East Hibiscus Street, Palmetto Bay, FL 33157
February 26th, 2026, at 6:00 PM

AGENDA

I. Roll call and acknowledgement of visitors.

- Chair Gary Traczyk called the meeting to order at 6:07pm.
  - i. *Board Members Present*
    1. Gary Traczyk, Richard Cohen, Pamela Gorman, Patricia Rodriguez, Susan Feldman
  - ii. *Board Members Absent*
    1. None
  - iii. *Councilmembers Present*
    1. Steve Cody-*Council Liaison*
    2. *Marsha Matson- Councilmember*
  - iv. *Staff Present*
    1. Andrea Candelaria-*Sustainability & Resiliency Planner & AIPP Staff Liaison*
  - v. *Members from the Public Present*
    1. None

II. Public comments, including comments from Village Council, Manager or staff.

- Councilmember Marsha Matson commented that she was very excited about this meeting and to see how the process results.

III. Approval of Meeting Minutes- January 20th, 2026.

- Board Member Rick Cohen motioned, Board Member Pamela Gorman seconded, all voted in favor.

IV. Old Business

- Board Member Pamela Gorman updated the Board that through her communications with the Village Manager, that the Finance Department will invest in CD's using some of the AIPP funds.

V. Discussion of agenda items

- *Call to Artist: Final Breakdown; Top 4 Finalists*
  - i. Staff Liaison Andrea Candelaria started the discussion by addressing the process. She mentioned that the Board had about a month to look over two-hundred and seven applications that were submitted via café.com to the Village. She had asked Board Members ahead of time to send over their top ten (10) favorite artists based on the applications they received as well as their portfolios. Staff Liaison Andrea Candelaria also went on to display each of the Board Members' top artists and developed a commonality list which resulted in 8 names that were found in common among Board Members.

ii. The Board displayed and researched each artist's website together, discussed and shared feedback on the previous works that were displayed.
iii. After further deliberation, the top four (4) artists that were chosen were the following:
    1. Curtis Pittman
    2. Michael Szabo
    3. Gus Lina Art
    4. Hunter Brown
iv. All voted in favor to recommend these four (4) artists to create proposals for the Board and to present to the Board on Thursday, April 9th, 2026, at 6:00pm.

VI. New Business

- Board Member Patricia Rodriguez wanted more information on the public art benches that were brought to the Board by Councilmember Marsha Matson. The Board discussed various ideas about having an artistic bench in the Village and decided to have this as a discussion item for the next meeting after the presentations.
- Chair Gary Traczyk motioned to bring this item to their next meeting following the traffic circle presentations on April 9th, 2026. Board Member Pamela Gorman seconded, all voted in favor.

VII. Requests for assistance to Village Council and Village Manager.

- Board Member Patricia Rodriguez wanted some staff input in which locations would need these artistic benches.

VIII. Selection and list of discussion for next meeting scheduled for April 9th, 2026, at 6:00 PM.

- Staff Liaison Andrea Candelaria emphasized that the next meeting will be the presentations from the top four (4) finalists and having another agenda item in addition to the presentations could be overwhelming. Because of this, the Board decided to have the art park benches as an agenda item for the next AIPP Board Meeting taking place in May or June 2026.

IX. Adjournment

- Board Member Pamela Gorman motioned to adjourn, Board Member Patricia Rodriguez seconded, all voted in favor.
- Meeting adjourned at 7:26 pm.

AGENDA ITEM NO. 8.B

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	June 1, 2026
SUBMITTED BY:	Missy Arocha, Village Clerk's Office
ITEM TYPE:	Minutes
AGENDA SECTION:	BOARD AND COMMITTEE REPORTS
SUBJECT:	Charter Revision Commission Meeting (April 15, 2026)
SUGGESTED ACTION:	

ATTACHMENTS:
Minutes-CRC-2026-04-15

Minutes of Village of Palmetto Bay
Charter Revision Commission
April 15, 2026

Members Present: Chair Marc Levy, Mayor Shelly Stanczyk, David Zisman, Brian Tannebaum, and Paul Schwiep.

Others Present: Missy Arocha (Village Clerk), Marsha Matson (Council Member), John Dellagloria (Village Attorney, via zoom), Nick Marano (Village Manager, via zoom), Gary Pastorella (member of public), Martha Gillette (member of the public).

1. Call to Order: Meeting was called to order at 6:01 p.m. by Clerk Arocha. Roll call taken. All CRC members present with Member Zisman arriving at 6:05.

2. Public Comments:

   a. Gary Pastorella announced that public right to be heard proposal is unnecessary as it already exists. The protection of Village property restricts authority of council and Mr. Pastorella opposes. Mr. Pastorella objects to single member district proposal. In his view, this proposal will result in gerrymandering of the Village. The proposal on length of service is also absurd.

   b. Martha Gillete also spoke in opposition to the single member district proposal and the prohibition on a 12-year cool off period for service on the council. Council members should be elected by all. Changing election dates she also opposes as it will disenfranchise voters. She believes the majority vote in November not in August. USDA property protection she supports. Ms. Gillette would like that provision strengthened to preemptively bar development of that property. On protection of Village property, the council should have discretion in her view. Charter revisions should go before the Council in her view. They are elected, while CRC members are not.

3. Minutes: Minutes of prior meeting on March 31, 2026 were approved as circulated.

4. Old Business:

   a. John Dellagloria, Esq. was introduced as Village lawyer for CRC. He will assist in drafting charter amendment proposals. Attorney Dellagloria has already drafted some of the charter proposals, which he has submitted to John Quick for his review. He is still working on others. Members can reach out to him, but should not communicate among themselves.

   b. Member Tannebaum asked about process for finalization of proposals already approved. Attorney Dellagloria advised that some revisions to his drafts were just (at around 5:30 p.m.) provided by Weiss Serota but have not been circulated. Attorney Dellagloria advised that as the Weiss Serota changes were received late, he was not prepared to go through them this evening. However, Attorney Dellagloria forwarded the proposals to clerk Arocha who then circulated to the Commission while the meeting was ongoing.

   c. Member Tannebaum noted that his proposal on the citizens' bill of rights was to add language to A.5. of Bill of Rights. Attorney Dellagloria was unsure if the Bill of Rights proposed amendment was amended by Weiss Serota firm.

5. New Business:

   a. Member Schwiep moved to propose a charter amendment to change election schedule as discussed at last meeting so that late November run-offs would be avoided. Motion died for lack of second.

   b. Member Schwiep moved to amend charter section 2.6 regarding council compensation to make plain that a $400 stipend for expenses to council members is not allowed and that only actual expenses are reimbursable. Member Schwiep noted that he had previously circulated language to accomplish

this on May 27, 2025. Motion passed 3-2 (Mr. Tannebaum and Mayor Stanczyk voted no).

c. Member Schwiep proposed to add proposal to prohibit co-location of schools on Village property. Member Schwiep noted that he previously circulated language to accomplish this on December 16, 2025. Motion passed 5-0.

6. Return to Citizens' Bill of Rights.

Member Tannebaum noted that he had reviewed the Weiss Serota edits to the proposed citizens' bill of rights that clerk Arocha printed out for Commission. On his review, Member Tannebaum noted that Weiss Serota did not make substantive edits to proposed Bill of Rights amendment. Member Tannebaum then moved to approve language as circulated by clerk Arocha at the meeting for presentation to voters. Member Schwiep seconded motion, which passed 5-0.

7. Return to Single Member Districts Proposal.

The single member district proposal was circulated by Attorney Pou after the CRC approved. The language circulated was drafted by Attorney Pou and had been previously circulated to CRC. Motion made and passed 4-1 (Mayor Stancyzk in opposition) to accept language drafted by Attorney Pou for presentation to voters.

8. Adjournment and Meeting Schedule.

Discussion had regarding next meeting scheduled. Decided to meet on May 11 at 6 p.m. Motion made and second to adjourn and meeting adjourned at 7:05 p.m.

AGENDA ITEM NO. 8.C

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	June 1, 2026
SUBMITTED BY:	Missy Arocha, Village Clerk's Office
ITEM TYPE:	Minutes
AGENDA SECTION:	BOARD AND COMMITTEE REPORTS
SUBJECT:	Education Advisory Committee Meeting (January 27, 2026)
SUGGESTED ACTION:	

ATTACHMENTS:
Minutes-EAC-2026-01-27

VILLAGE OF PALMETTO BAY
EDUCATION ADVISORY COMMITTEE AGENDA
Tuesday, January 27, 2026, at 6:30 p.m.
9705 E. Hibiscus Street – Municipal Center
Palmetto Bay, FL 33157

1. Welcome, Call to Order and Attendance

Meeting called to order at 6:45pm

Attendance: Jorge Pulido, Chair; Diane Quick, Secretary; Andrea Loring, Member; Natalie Granda, Member; Johanna Ralsten-Cox, School Board Member Luisa Santos' Office; Khristal Gooding, Miami-Dade County Public Schools Office of Intergovernmental Affairs; Olga Cadaval, Staff Liaison; Ruth Gordon, Rosemary Fuller Award Recipient (2025), Ira Gordon, guest

2. Approval of Minutes

    a. Meeting of December 2, 2025 – minutes were approved

3. Public Comments

Ruth Gordon, the recipient of the 2025 Rosemary Fuller Award, came to the meeting to thank the committee for her selection and donated the two-volume book series "Stories of the Holocaust," in which she and Holocaust Impact Theater are included, to the committee and Village. She also invited the committee members to attend the February 12th luncheon at the Alper JCC featuring three authors in the book.

4. Updates

    a. School Board:

        i. Ms. Ralston-Cox thanked the committee for their involvement in the joint EAC meeting that took place on January 26th.
        ii. She shared that the graduation rates in the district exceeded the averages in the state. 91.8% graduation rate and all demographics saw increases. Full data can be found on arda.dadeschools.net, which is the District's data hub.
        iii. Reminder about Night at D9 at Coral Reef Senior High which includes a resource fair, performances from compact schools, and free foods.
        iv. House Representative Omar Blanco says he has not heard from many constituents regarding Schools of Hope, so folks are encouraged to reach out to him and share their comments.
        v. Attendance Boundary Committee (ABC) meetings are taking place to share proposals and gather community responses. Their office is working to combat rumors and quell concerns. Encourages members to notify her office of any rumors so that they can investigate and calm the impacted school communities.

b. School District: Ms. Gooding is providing updates for both the region and district.

   i. Last month, both attended last month's school forum held in Cutler Bay. The forum included school performances and panelists, and the event was well attended. The event is held at a local school each year.
   ii. The region held its CPR day at local schools. Attendees received a two-year certification and/or hands on training. 2,000 participants from the community.
   iii. Ms. Gooding reminded the committee that they should be receiving emails from the Office of Intergovernmental Affairs and to let her know if anyone is not receiving them.
   iv. Magnet schools received 61 excellent merit awards, 14 schools recognized as top performing magnets district-wide. This was shared via email. Reiterates that the district is top rated.
   v. Reminder that Edventures continues to highlight local schools through its weekly Thursday 5:30pm show hosted on YouTube. She will be contacting them about Holocaust Impact Theater. Edventures episodes are promoted directly to municipalities. Ms. Cadaval asked if the district can share via social media, which allows the Village to share the information easily.
   vi. Her office is tracking 9 pages of legislation, including three Schools of Hope bills. Ms. Quick commented that a meeting has been scheduled with Representative Blanco for next week. Mr. Pulido asked if there is more information on how to best contact Representative Blanco. Ms. Ralston-Cox recommends written and verbal messages are most powerful and Ms. Gooding agrees.

c. Village Staff Update: Olga Cadaval will provide updates during the new business portion of the agenda.

5. Old Business

No old business.

6. New Business

   a. February Black History Month event

i. The Committee discussed the logistics for the event and reviewed the proposed flyer. Event is scheduled for Tuesday, February 24th at Village Hall. Pizza and drinks will be served.
ii. Ms. Quick will manage marketing by disseminating the flyer through various channels to ensure that local school PTAs and other stakeholders are aware. Will ask that the flyer be included in the D9 newsletter and the Village Voice.

b. Discussion of Local Efforts to Oppose Schools of Hope

i. The committee discussed how to present these efforts to the Council and to ask for their support.

7. Recommendations to Council / Presentation to Council

a. Share information about the Black History Month event presented by the Committee, ask for their support, and invite them to attend.
b. Share updates on the advocacy work being conducted within the Village in opposition of Schools of Hope. Invite those involved to attend the meeting as well. Recommend that Council support these efforts.

8. List of Discussion Items for Next Meeting

9. Next Meeting Date and Time
   a. Tuesday, March 31, 2026, at 6:30 pm
   b. Tuesday, April 28, 2026, at 6:30 pm
   c. (tentative) Tuesday, June 2, 2026, at 6:30 pm. Will serve as the strategic planning meeting.

10. Adjournment

Meeting adjourned at 8:04 pm

AGENDA ITEM NO. 8.D

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	June 1, 2026
SUBMITTED BY:	Missy Arocha, Village Clerk's Office
ITEM TYPE:	Minutes
AGENDA SECTION:	BOARD AND COMMITTEE REPORTS
SUBJECT:	Parks & Recreation Committee Meeting (February 5, 2026)
SUGGESTED ACTION:	

ATTACHMENTS:
Minutes-PRCO-2026-02-05

Parks Committee Meeting

Thursday, February 5, 2026

Minutes

Call to order roll call

Members in attendance

Marc Levy

David Greenwell

Leo Llinas

Ed Feller

Public Comments

None

Approval of minutes for September 4 meeting

Approval of Minutes for November 6 meeting

Old Business

The woods project on Schedule phase 1 to be completed in 2 weeks

Skate Park- Design finalized waiting for permits

Boat Docks- still waiting for permits

Purchase bricks for Palmetto Bay Park- have sold 20 brinks, moving forward with project-

seeking 3 bids

Coral Reef Park online system to launch in March

Agenda items

Farmers market Coral Reef Park- looking for new organizer

Coral Reef Park Rec building – Grand opening March 7th

Veterans Park- in Phase 1

New Pickleball center in design phase

New Business

Proposed Village sponsor 5K run – no go

Next meeting set for Thursday, March 5, 2026

Adjournment 6:40pm



AGENDA ITEM NO. 8.E

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	June 1, 2026
SUBMITTED BY:	Missy Arocha, Village Clerk's Office
ITEM TYPE:	Minutes
AGENDA SECTION:	BOARD AND COMMITTEE REPORTS
SUBJECT:	Resiliency Committee Meeting (October 30, 2025)
SUGGESTED ACTION:	

ATTACHMENTS:
Minutes-RC-2025-10-30

MINUTES
RESILIENCY COMMITTEE MEETING
Thursday, October 30th, 2025 – 6:00 PM
Village of Palmetto Bay, Municipal Center, First Floor Conference Room
9705 E. Hibiscus Street, Palmetto Bay, Florida 33157

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1) **Roll call and acknowledgement of visitors**
   a) Call to order 6:00 PM
   b) **Committee:**
      i) **The following members were in attendance**:
      Lasaly Changkachith (Chair of Resiliency Committee), Zachary Davis (Secretary of Resiliency Committee), Committee member Heidi Fowler, Committee member Mohammad Taha, Marsha Matson (Council Liaison), Andrea Candelaria (Resiliency Staff Liaison)
      ii) **The following members were absent:**
      Committee Member Veronica Sosa
   c) **Non-Committee:**
      Nikki Moore (Blue Missions)
      Olga Velazquez (Blue Missions)

2) **Public Comments, including comments from Village Council, Village Manager, or staff**
   a) No public comments were made.

3) **Approval of Meeting Minutes:**
   a) Thursday, June 26th, 2025
      i) Approval by consensus

4) **Old Business:**
   a) No old business items were discussed.

5) **Discussion of Agenda Items:**
   a) Presentation: Blue Missions (Nikki Moore & Olga Velazquez)
      i) Overview of Blue Missions' nonprofit work and two initiatives: Everglades Expeditions and the Think Good Challenge.

ii) Expeditions: educational 3-day Everglades trip, youth & family programs, species reporting with UF, glamping/tent options. Think Good Challenge: national student competition Pre-K–12, bilingual option, schools submit up to 3 entries, volunteers needed for judging panels.

b) Walkability & Shared Corridor Initiatives
- **i)** Item tabled until next meeting due to missing previous minutes.

c) Community Composting Program (Everglades Foundation & Fertile Earth)
- **i)** Review of grant-funded composting prototype; ADA-compliant, Wi-Fi enabled, weight-tracking bin, landscaped placement, signage.
- **ii)** Discussion of community compost return incentives and possible locations (Village Hall, Coral Reef Park).

d) Resilience Action Plan Updates
- **i)** Approved by Council in July; public communications in progress.
- **ii)** Village applied for state grant to fund stormwater pocket parks; decision expected Spring 2026.

e) Resiliency Committee Video Initiative
- **i)** Recommendation for Zachary Davis to record next resiliency video segment.

f) Community Cleanups & Trail Maintenance
- **i)** Recent cleanup at Deering Point: 50+ volunteers, 115 lbs trash removed.
- **ii)** Discussion of expanding cleanups to Old Cutler Road; possible Scout/business partnerships.

g) Recycling Drive
- **i)** Upcoming Village Recycling Drive; upgraded shredding capacity.

h) Woods Restoration Project (IRC – Phase 1)
- **i)** Review of "The Woods" habitat restoration effort; lease obligations due July 2026.
- **ii)** IRC conducting invasive removal, path creation, signage, benches.
- **iii)** Committee expressed interest in designing one of the educational signs.
- **iv)** Committee recommends Council support Item 14A and authorizes Chair to speak before Council.
  - **(1)** Second by committee; approval by consensus.

6) New Business:

a) Walkability & Shade Corridor Initiatives

b) Community Composting follow-up presentation

c) Woods Restoration signage collaboration

d) Resiliency Committee video topic planning

7) Request for assistance to Village Council and Village Manager

a) No request were made

8) Selection and list of discussion items for the next meeting scheduled for Thursday, December 18th, 2025

9) Adjournment 6:58 PM.

AGENDA ITEM NO. 11.A

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	June 1, 2026
SUBMITTED BY:	John Quick, Village Council
ITEM TYPE:	Ordinance
AGENDA SECTION:	ORDINANCES FOR FIRST READING WITH PUBLIC COMMENTS
SUBJECT:	AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REPEALING AND RESCINDING ORDINANCE 2026-01; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by the Village Council)*

SUGGESTED ACTION:

ATTACHMENTS:

Ord-Repealing & Rescinding Ordinance 2026-01 re: CRC

Exhibit A - Ordinance-2026-01

ORDINANCE 2026 -

AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REPEALING AND RESCINDING ORDINANCE 2026-01; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE *(Sponsored by Village Council)*

WHEREAS, the Village Council of the Village of Palmetto Bay ("Village Council"), at its meeting on or about February 2, 2026, adopted Ordinance No. 2026-01 amending Section 2.51 of the Village Code as it relates to matters which may be proposed by the Village Charter Revision Commission ("CRC"); and

WHEREAS, a copy of Ordinance No. 2026-01 is attached hereto as Exhibit "A"; and

WHEREAS, certain litigation was recently initiated in relation to Ordinance No. 2026-01; and

WHEREAS, the Village may in its right repeal and rescind Ordinance No. 2026-01;

WHEREAS, the Village Council intends to retain the right to approve any and all proposals from the CRC while giving due weight to the expertise and work performed by the CRC; and

WHEREAS, the Village Council finds that the adoption of this Ordinance is in the best interests of the Village and its residents.

NOW, THEREFORE, BE IT ENACTED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated as if set forth in full.

Section 2. Repeal and Rescission. Ordinance No. 2026-01, attached hereto as Exhibit A, is hereby repealed and rescinded in its entirety.

Section 3. Repeal of Conflicting Provisions. The provisions of the Village Code and all Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section 4. Severability. The provisions of this Ordinance are declared to be severable, and if any sentence, section, clause, or phrase of this Ordinance shall, for any reason, be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sentences, sections, clauses, or phrases of the Ordinance, but they shall remain in effect it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 5. Codification. It is the intention of the Village Council, and it is hereby ordained the provisions of this Ordinance shall become and be made part of the Code of Ordinances of the Village of Palmetto Bay, Florida, that sections of this Ordinance may be renumbered or re-lettered to accomplish such intentions, and that the word "Ordinance" shall be changed to "Section" or other appropriate word.

Section 6. Effective Date. This Ordinance shall take effect immediately upon enactment at Second Reading.

PASSED ON FIRST READING this ____ day of _____, 2026.

PASSED AND ADOPTED ON SECOND READING this ____ day of _____, 2026.

Attest: _____ _____

Missy Arocha	**Karyn Cunningham**
Village Clerk	**Mayor**

Additions shown by underlining and deletions shown by ~~overstriking~~.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE SOLE USE AND BENEFIT OF THE VILLAGE:

_____

John J. Quick
Village Attorney

VOTE ON FIRST READING:

Mayor Karyn Cunningham ___

Council Member Steven Cody ___

Council Member Marsha Matson ___

Vice-Mayor Mark Merwitzer ___

Council Member Patrick Fiore ___

FINAL VOTE AT ADOPTION ON SECOND READING:

Mayor Karyn Cunningham ___

Council Member Steven Cody ___

Council Member Marsha Matson ___

Vice-Mayor Mark Merwitzer ___

Council Member Patrick Fiore ___

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ORDINANCE NO. 2026-01

AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AMENDING SECTION 2.51, "CHARTER REVISION COMMISSION," OF THE VILLAGE CODE; REQUIRING THE VILLAGE COUNCIL TO FORWARD TO THE VILLAGE ELECTORS ALL CHARTER AMENDMENTS OR REVISIONS UNALTERED AS RECOMMENDED BY THE CHARTER REVISION COMMISSION; CLARIFYING THAT THE VILLAGE COUNCIL MAY SUBMIT ALTERNATIVE AMENDMENTS OR REVISIONS; AND PROVIDING FOR CODIFICATION, SEVERABILITY, AND AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

WHEREAS, the Charter Revision Commission (the "Commission") performs a critical function under the Village Charter by ensuring that Village electors (the "electors") retain the authority to revise the Charter adopted at the time of the municipal incorporation of the Village of Palmetto Bay; and

WHEREAS, on December 3, 2025, the Village Council (the "Council") adopted a resolution affirming that the Council is required to forward to the electors all Charter revisions unaltered as recommended by the Commission; and

WHEREAS, the Council desires to codify in the Village Code of Ordinances the requirement that all Charter amendments or revisions unaltered as recommended by the Commission shall be forwarded to the electors; and

WHEREAS, the Council further desires to clarify that it retains the authority to submit alternative Charter amendments or revisions to the electors for consideration.

NOW, THEREFORE, BE IT ENACTED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

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Section 1. Incorporation of Recitals. The foregoing recitals are hereby incorporated into this Ordinance as if fully set forth herein.

Section 2. Statement of Intent. It is the legislative intent of the Mayor and Council of the Village of Palmetto Bay to affirm and preserve the independent authority of the Charter Revision Commission as established by the Village Charter and to ensure that Village electors receive, without alteration, all Charter amendments or revisions duly recommended by the Commission. This Ordinance is intended to promote transparency, voter choice, and the orderly exercise of Charter revision authority consistent with the will of the electors and the foundational principles of the Village Charter.

Section 3. Amendment to Section 2.51 of the Village Code. Section 2.51 of the Municipal Code of the Village of Palmetto Bay is hereby amended to read as follows (additions underlined):

> If the Commission determines that an amendment or revision is needed, it shall submit the same to the Village Council no later than the deadline established by the Miami-Dade County Supervisor of Elections, so that such amendment or revision may be placed on the ballot for the next regularly scheduled Village election. The Village Council shall submit to the Village electors all amendments or revisions to the Charter unaltered as recommended by the Charter Revision Commission. The Village Council may also submit alternative Charter amendments or revisions to the Village electors, in accordance with the provisions of Section 6.1 of the Village Charter, at the next regularly scheduled Village election.

Section 4. Severability. If any section, subsection, sentence, clause, or phrase of this Ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance. It is the legislative intent of the Village Council that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 5. Codification. It is the intention of the Village Council, and it is hereby ordained the provisions of this Ordinance shall become and be made part of the Code of Ordinances of the Village of Palmetto Bay, Florida, that sections of this Ordinance may be renumbered or re-lettered

Docusign Envelope ID: E09033F7-F1D4-444E-AEB4-7159CA773BA8

to accomplish such intentions, and that the word "Ordinance" shall be changed to "Section" or other appropriate word.

Section 6. Effective Date. This Ordinance shall take effect immediately upon enactment at Second Reading.

PASSED ON FIRST READING this 12th day of January, 2026.

PASSED AND ADOPTED ON SECOND READING this 2nd day of February, 2026.

Attest: Signed by: Missy Arocha 6E[illegible]1E5E8C480... **Missy Arocha**
Village Clerk

Signed by: Karyn Cunningham 35B[illegible]CD2D0CB470... **Karyn Cunningham**
Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE SOLE USE AND BENEFIT OF THE VILLAGE:

Signed by: C71CE56E4F6849D...
John J. Quick
Village Attorney

VOTE ON FIRST READING:

Mayor Karyn Cunningham	NO
Council Member Steven Cody	NO
Council Member Marsha Matson	YES
Vice-Mayor Mark Merwitzer	YES
Council Member Patrick Fiore	YES

Docusign Envelope ID: E09033F7-F1D4-444E-AEB4-7159CA773BA8

FINAL VOTE AT ADOPTION ON SECOND READING:

Mayor Karyn Cunningham	NO
Council Member Steven Cody	NO
Council Member Marsha Matson	YES
Vice-Mayor Mark Merwitzer	YES
Council Member Patrick Fiore	YES

AGENDA ITEM NO. 11.B

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	June 1, 2026
SUBMITTED BY:	Missy Arocha, Village Council
ITEM TYPE:	Ordinance
AGENDA SECTION:	ORDINANCES FOR FIRST READING WITH PUBLIC COMMENTS
SUBJECT:	AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO MODERNIZING THE COUNCIL'S DECORUM STATEMENT AND RULES OF PUBLIC MEETING CONDUCT; AMENDING SECTIONS 2-49 AND 2-50 OF THE VILLAGE CODE; PROVIDING FOR THE PROMOTION OF ORDERLY, RESPECTFUL, AND CONSTITUTIONALLY PROTECTED PUBLIC PARTICIPATION; PROVIDING FOR SEVERABILITY, ORDINANCES IN CONFLICT AND AN EFFECTIVE DATE. *(Sponsored by Councilmember Steve Cody)*
SUGGESTED ACTION:	

ATTACHMENTS:

Ord-Updating Decorum Statement_SC

ORDINANCE NO. 2026-_____

AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO MODERNIZING THE COUNCIL'S DECORUM STATEMENT AND RULES OF PUBLIC MEETING CONDUCT; AMENDING SECTIONS 2-49 AND 2-50 OF THE VILLAGE CODE; PROVIDING FOR THE PROMOTION OF ORDERLY, RESPECTFUL, AND CONSTITUTIONALLY PROTECTED PUBLIC PARTICIPATION; PROVIDING FOR SEVERABILITY, ORDINANCES IN CONFLICT AND AN EFFECTIVE DATE. *(Sponsored by Councilmember Steve Cody)*

WHEREAS, the Village Council recognizes the importance of maintaining public meetings that are orderly, respectful, transparent, and accessible to all residents; and

WHEREAS, the Village Council further recognizes that public meetings are a vital forum for the exercise of First Amendment rights and the expression of differing viewpoints on matters of public concern; and

WHEREAS, the Village's existing decorum statement contains outdated terminology and provisions that would benefit from modernization and clarification; and

WHEREAS, municipalities throughout Florida and the United States have increasingly updated their public meeting procedures to focus on viewpoint-neutral standards addressing actual disruption of governmental proceedings rather than subjective characterizations of speech; and

WHEREAS, the Village Council finds that it is in the best interests of the Village and its residents to adopt this ordinance to provide more clear, narrowly tailored, and constitutionally consistent standards governing conduct during public meetings.

NOW, THEREFORE, BE IT ENACTED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Additions shown by underlining and deletions shown by ~~overstriking~~. Additions after first reading shown by double underlining and deletions shown by ~~double overstriking~~.

Section 1. Recitals. The above recitals are true, correct and incorporated herein by this reference.

Section 2. Amending Section 2-49. Section 2-49 "Council discussion, public participation and decorum", of the Code of Ordinances is hereby amended to read as follows:

Chapter 2 – Administration

Article II – Council

Division 2 – Meetings

Sec. 2-49 – Council discussion, public participation and decorum.

* * *

(f) Decorum. ~~Any person making impertinent or slanderous remarks, or who becomes boisterous, while addressing the council may be barred from further appearance before the council by the mayor, unless permission to continue or again address the council is granted by a majority vote of the council~~ The Village Council is committed to maintaining a respectful, orderly, and efficient public meeting environment that protects both the public's right to be heard and the Council's ability to conduct the public's business. Members of the public shall not engage in conduct that disrupts the orderly progress of the meeting, including persistent interruptions, shouting, personal threats, fighting words, or conduct that materially interferes with a speaker's ability to be heard or the Council's ability to conduct business. Applause,~~ding speakers shall be discouraged.~~ Hheckling, chanting, or verbal outbursts that disrupt the proceedings are discouraged and may be ruled out of order by the Mayor. ~~in support or opposition to a speaker, or his or her remarks, shall be prohibited. No s~~Signs~~, or~~ placards or displays that obstruct visibility, impede movement, create safety concerns, or materially disrupt the meeting shall ~~be allowed in the~~ not be permitted within ~~c~~Council Chambers~~meeting~~. ~~Persons~~ Individuals entering or exiting ~~the c~~Council Chambers~~meeting shall~~are asked to do so quietly. ~~All cellular telephones and beepers are to~~ Mobile

Additions shown by underlining and deletions shown by ~~overstriking~~. Additions after first reading shown by double underlining and deletions shown by ~~double overstriking~~.

phones and other electronic devices shall be silenced during the meeting. The Mayor may issue a warning to any individual engaging in disruptive conduct. If the conduct continues after a warning, the Mayor may direct the individual to yield the floor or leave the meeting room, subject to appeal to the Council. The Village Council encourages all participants to engage in civil, respectful, and issue-focused discourse, recognizing that reasonable people may strongly disagree on matters of public concern.

Section 3. Amending Section 2-50. Section 2-49 "Council meeting agenda items", of the Code of Ordinances is hereby amended to read as follows:

Chapter 2 – Administration

Article II – Council

Division 2 – Meetings

Sec. 2-49 – Council meeting agenda items.

* * *

(2) *Decorum statement.* The clerk shall issue the following decorum statement during the meeting.

"~~Any person making impertinent or slanderous remarks, or who becomes boisterous, while addressing the Council may be barred from further appearance before the Council by the Mayor, unless permission to continue or again address the Council is granted by a majority vote of the Council.~~ The Village Council is committed to maintaining a respectful, orderly, and efficient public meeting environment that protects both the public's right to be heard and the Council's ability to conduct the public's business. Members of the public shall not engage in conduct that disrupts the orderly progress of the meeting, including persistent interruptions, shouting, personal threats, fighting words, or conduct that materially interferes with a speaker's ability to be heard or the Council's ability to conduct business. Applause,~~ding~~ ~~speakers shall be discouraged. H~~heckling, chanting, or verbal outbursts that disrupt the proceedings are discouraged and may be ruled out of order by the Mayor.~~in support or~~

Additions shown by underlining and deletions shown by ~~overstriking~~. Additions after first reading shown by double underlining and deletions shown by ~~double overstriking~~.

~~opposition to a speaker, or his or her remarks, shall be prohibited. No s~~Signs~~, or~~ placards or displays that obstruct visibility, impede movement, create safety concerns, or materially disrupt the meeting shall ~~be allowed in the~~ not be permitted within ~~c~~Council Chambers~~meeting~~. ~~Persons~~ Individuals entering or exiting ~~the c~~Council Chambers~~meeting shall~~are asked to do so quietly. ~~All cellular telephones and beepers are to~~ Mobile phones and other electronic devices shall be silenced during the meeting. The Mayor may issue a warning to any individual engaging in disruptive conduct. If the conduct continues after a warning, the Mayor may direct the individual to yield the floor or leave the meeting room, subject to appeal to the Council. The Village Council encourages all participants to engage in civil, respectful, and issue-focused discourse, recognizing that reasonable people may strongly disagree on matters of public concern."

* * *

Section 4. Severability. The provisions of this Ordinance are declared to be severable, and if any sentence, section, clause, or phrase of this Ordinance shall, for any reason, be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sentences, sections, clauses, or phrases of the Ordinance, but they shall remain in effect it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 5. Codification. It is the intent of the Village Council and is hereby ordained that the provisions of this Ordinance shall become and be made part of the Code of Ordinances of the Village of Palmetto Bay, Florida, that sections of this Ordinance may be numbered or re-lettered to accomplish such intentions, and that the word "Ordinance" shall be changed to "Section" or other appropriate word.

Section 6. Conflicting Provisions. The provisions of the Code of Ordinances of the Village of Palmetto Bay, Florida, and all Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section 7. Effective Date. This Ordinance shall take effect immediately upon enactment at Second Reading.

PASSED and **ADOPTED** this 1st day of June 2026.

PASSED AND ADOPTED ON SECOND READING this ____ day of _____, 2026.

Attest: _____ _____

Missy Arocha	**Karyn Cunningham**
Village Clerk	**Mayor**

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE SOLE USE AND BENEFIT OF THE VILLAGE:

_____

John J. Quick
Village Attorney

VOTE ON FIRST READING:

Council Member Patrick Fiore _____

Council Member Steve Cody _____

Council Member Marsha Matson _____

Vice-Mayor Mark Merwitzer _____

Mayor Karyn Cunningham _____

Additions shown by underlining and deletions shown by ~~overstriking~~. Additions after first reading shown by double underlining and deletions shown by ~~double overstriking~~.

FINAL VOTE AT ADOPTION ON SECOND READING:

Council Member Patrick Fiore _____

Council Member Steve Cody _____

Council Member Marsha Matson _____

Vice-Mayor Mark Merwitzer _____

Mayor Karyn Cunningham _____

Additions shown by underlining and deletions shown by ~~overstriking~~. Additions after first reading shown by double underlining and deletions shown by ~~double overstriking~~.

AGENDA ITEM NO. 11.C

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	June 1, 2026
SUBMITTED BY:	Missy Arocha, Village Council
ITEM TYPE:	Ordinance
AGENDA SECTION:	ORDINANCES FOR FIRST READING WITH PUBLIC COMMENTS
SUBJECT:	AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO DOMESTIC ANIMALS IN VILLAGE PARKS; AMENDING SECTION 20-66(a) OF THE VILLAGE CODE OF ORDINANCES TO AUTHORIZE THE VILLAGE MANAGER TO DESIGNATE SPECIFIC PARK AREAS FOR OFF-LEASH CANINE USE WHERE APPROPRIATE DOG PARK FACILITIES HAVE BEEN INSTALLED; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Vice Mayor Mark Merwitzer)*
SUGGESTED ACTION:	

ATTACHMENTS:
Ord-Designated Dog Area_MBM

ORDINANCE 2026-___

AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO DOMESTIC ANIMALS IN VILLAGE PARKS; AMENDING SECTION 20-66(a) OF THE VILLAGE CODE OF ORDINANCES TO AUTHORIZE THE VILLAGE MANAGER TO DESIGNATE SPECIFIC PARK AREAS FOR OFF-LEASH CANINE USE WHERE APPROPRIATE DOG PARK FACILITIES HAVE BEEN INSTALLED; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Vice Mayor Mark Merwitzer)*

WHEREAS, Section 20-66(a) of the Village of Palmetto Bay Code of Ordinances currently prohibits dogs in all Village parks other than Perrine Wayside Park, with no mechanism for the Village Manager to designate additional off-leash dog areas as Village park facilities are improved over time; and

WHEREAS, the Village's 2022 Community Interest and Opinion Survey, conducted by ETC Institute in connection with the 2023 Villagewide Parks and Recreation Master Plan, identified off-leash dog parks as the sixth-highest priority investment among thirty-one (31) park amenities assessed Villagewide, reflecting strong and documented resident demand for expanded off-leash dog facilities; and

WHEREAS, the 2023 Villagewide Parks and Recreation Master Plan contemplates the installation of a new off-leash dog park at Palmetto Bay Park; and

WHEREAS, the current language of Section 20-66(a) would require a further code amendment each time the Village wishes to designate an additional off-leash dog area, and it is more efficient and appropriate to authorize the Village Manager to designate such areas administratively upon a finding that adequate facilities, including perimeter fencing and double-gated access, have been installed and the area is suitable for off-leash canine use; and

WHEREAS, the Village Council finds it in the public interest to amend Section 20-66(a) to provide that operational authority while

maintaining the existing prohibition on dogs in non-designated park areas and preserving all other provisions of Section 20-66 in full force and effect.

NOW, THEREFORE, BE IT ENACTED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are true and correct and are hereby incorporated as if set forth in full.

Section 2. Amendment to Section 20-66(a). Section 20-66(a) of the Code of Ordinances of the Village of Palmetto Bay is hereby amended to read as follows:

Sec. 20-66. – Domestic animals.

(a) No person shall be permitted to take any domestic animal into any park unless the park specifically permits domestic animals. Canines (dogs) are particularly excluded from all parks other than Perrine Wayside Park and other specified areas of as designated through resolution by the Village Council. The provisions of Chapter 5 (sections 5-3 through 5-15) of the Code of Miami-Dade County (Miami-Dade County Dog Control Ordinance No. 58-28) shall apply to all park property not specifically designated for canine use. The provisions of this rule shall not apply to the use of a special needs service animal. A special needs service animal is defined as any dog guide or other animal individually trained to work or perform tasks for an individual with a disability.

Section 2. Severability. The provisions of this Ordinance are declared to be severable, and if any sentence, section, clause, or phrase of this Ordinance shall, for any reason, be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sentences, sections, clauses, or phrases of the Ordinance, but they shall remain in effect it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 3. Codification. It is the intention of the Village Council, and it is hereby ordained the provisions of this Ordinance shall become and be made part of the Code of Ordinances of the Village of Palmetto Bay, Florida, that sections of this Ordinance may be renumbered or re-lettered to accomplish such intentions, and that the word "Ordinance" shall be changed to "Section" or other appropriate word.

Section 4. Effective Date. This Ordinance shall take effect immediately upon enactment at Second Reading.

PASSED ON FIRST READING this 1st day of June, 2026.

PASSED AND ADOPTED ON SECOND READING this ____ day of _____, 2026.

Attest: _____ _____

Missy Arocha	**Karyn Cunningham**
Village Clerk	**Mayor**

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____

John J. Quick
Village Attorney

VOTE ON FIRST READING:

Mayor Karyn Cunningham ___

Council Member Steven Cody ___

Council Member Marsha Matson ___

Vice-Mayor Mark Merwitzer ___

Council Member Patrick Fiore ___

FINAL VOTE AT ADOPTION ON SECOND READING:

Mayor Karyn Cunningham ___

Council Member Steven Cody ___

Council Member Marsha Matson ___

Vice-Mayor Mark Merwitzer ___

Council Member Patrick Fiore ___

AGENDA ITEM NO. 12.A

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	June 1, 2026
SUBMITTED BY:	John Quick, Village Council
ITEM TYPE:	Resolution
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REPEALING AND RESCINDING RESOLUTION NO. 2025-80; REPEALING ALL RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by the Village Council)*
SUGGESTED ACTION:	

ATTACHMENTS:

Reso-Repealing & Rescinding Resolution 2025-80 re: Charter Revision Commission
Exhibit A - Resolution-2025-80

RESOLUTION NO. 2026-_____

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REPEALING AND RESCINDING RESOLUTION NO. 2025-80; REPEALING ALL RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE *(Sponsored by Village Council)*

WHEREAS, the Village Council of the Village of Palmetto Bay ("Village Council"), at its meeting on or about December 1, 2025, adopted Resolution No. 2025-80 addressing matters which may be proposed by the Village Charter Revision Commission ("CRC"); and

WHEREAS, a copy of Resolution No. 2025-80 is attached hereto as Exhibit "A"; and

WHEREAS, certain litigation was recently initiated in relation to Resolution No. 2025-80; and

WHEREAS, the Village may in its right repeal and rescind Resolution No. 2025-80;

WHEREAS, the Village Council intends to retain the right to approve any and all proposals from the CRC while giving due weight to the expertise and work performed by the CRC; and

WHEREAS, the Village Council finds that the adoption of this resolution is in the best interests of the Village and its residents.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated as if set forth in full.

Section 2. Repeal and Rescission. Resolution No. 2025-80, attached hereto as Exhibit A, is hereby repealed and rescinded in its entirety.

Section 3. Repeal of Resolutions in Conflict. All resolutions or parts thereof in conflict are hereby repealed to the extent of such conflict.

Section 4. Severability. The provisions of this Resolution are declared to be severable, and if any sentence, section, clause, or phrase of this Resolution shall, for any reason, be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sentences, sections, clauses, or phrases of the Resolution, but they shall remain in effect it being the legislative intent that this Resolution shall stand notwithstanding the invalidity of any part.

Section 5. Effective Date. This resolution shall take effect immediately upon its adoption.

PASSED and **ADOPTED** this _____ day of June 2026.

Attest:

_____ _____

Missy Arocha Karyn Cunningham
Village Clerk Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE SOLE USE AND BENEFIT OF THE VILLAGE:

_____

John J. Quick
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore _____

Council Member Steve Cody _____

Council Member Marsha Matson _____

Vice-Mayor Mark Merwitzer _____

Mayor Karyn Cunningham _____

Docusign Envelope ID: F8B6AD40-54BA-404B-A0F1-F4F6CB70B1B4

RESOLUTION NO. 2025-80

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REQUIRING THE VILLAGE COUNCIL TO FORWARD TO THE VOTERS ALL REVISIONS RECOMMENDED BY THE CHARTER REVISION COMMISSION; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

WHEREAS, Section 6.2 (C) of the Charter of the Village of Palmetto Bay ("Charter Revision") provides in part that: If the Commission determines that an amendment or revision is needed, it shall submit the same to the Council no later than the deadline established by the County Commission on Elections so that the amendments or revisions may appear on the ballot for the next regularly scheduled election of the Village. Alternative proposals may be submitted. The Council shall submit suggested amendments and revisions to the electors of the Village in accordance with the provisions of Section 6.1, at the next regularly scheduled election; and,

WHEREAS, the outgoing Village Attorney, Mr. John Dellagloria, advised the Charter Revision Commission that pursuant to Section 6.2(C) of the Charter of the Village of Palmetto Bay the Village Council must submit to electors of the Village amendments or revisions to the Charter recommended by the Charter Revision Commission; and,

WHEREAS, Section 6.1 of the Charter of the Village of Palmetto Bay provides:

(A) The Charter may be amended in accordance with the provisions of Section 6.03 of the Home Rule Charter of Miami-Dade County. The Village shall enact an ordinance to implement this Article.

(B) If conflicting amendments are adopted at the same election, the one receiving the greatest number of affirmative votes shall prevail to the extent of such conflict; and,

WHEREAS, Section 6.03 of the Home Rule Charter of Miami-Dade County provides in part:

Docusign Envelope ID: F8B6AD40-54BA-404B-A0F1-F4F6CB70B1B4

(A) Any municipality in the county may adopt, amend, or revoke a charter for its own government or abolish its existence in the following manner: Its governing body shall, within 120 days after adopting a resolution or after the certification of a petition of ten percent of the qualified electors of the municipality, draft or have drafted by a method determined by municipal ordinance a proposed charter amendment, revocation, or abolition which shall be submitted to the electors of the municipalities. Unless an election occurs not less than 60 nor more than 120 days after the draft is submitted, the proposal shall be submitted at a special election within that time. The governing body shall make copies of the proposal available to the electors not less than 30 days before the election. Alternative proposals may be submitted. Each proposal approved by a majority of the electors voting on such proposal shall become effective at the time fixed in the proposal.

(B) All municipal charters, amendments thereto, and repeals thereof shall be filed with the Clerk of the Circuit Court.

WHEREAS, precedent establishes that the Village Council has submitted to electors of the Village all charter revisions recommended by the past Charter Revision Commission; and,

WHEREAS, the current Village Attorney, Mr. John Quick, opined that the Village Council is not required to submit the Charter Revision Commission's proposed revisions to Village electors; and,

WHEREAS, on October 23, 2025, the Charter Revision Commission voted unanimously (5-0) to suspend all further meetings until such time as the Village Council adopts a resolution affirming that the Council will approve forwarding to Village electors all charter revisions recommended by the Charter Review Commission; and,

WHEREAS, the work of the Charter Revision Commission fulfills a critical function of the Village Charter and is subject to statutory and election-related timelines, making clarification of the Commission's authority both necessary and urgent.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. The foregoing recitals are incorporated herein and made a part of this Resolution.

Section 2. The Village Council shall submit to Village electors all revisions to the Charter unaltered and recommended by the Charter Review Commission.

Section 3. This Resolution shall take effect immediately upon adoption.

Attest:

Signed by:
Missy Arocha
6EDC211E5E8C48C...
Missy Arocha
Village Clerk

Signed by:
Karyn Cunningham
35B93CD2D0CB470...
Karyn Cunningham
Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE SOLE USE AND BENEFIT OF THE VILLAGE:

Signed by:
C71CE56E4F6849D...
John J. Quick
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore	YES
Council Member Steve Cody	NO
Council Member Marsha Matson	YES
Vice-Mayor Mark Merwitzer	YES
Mayor Karyn Cunningham	NO

AGENDA ITEM NO. 12.B

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	June 1, 2026
SUBMITTED BY:	Alessia Bencomo, Procurement
ITEM TYPE:	Resolution
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATED TO PROCUREMENT; APPROVING THE CONSTRUCTION OF THE PROTECTIVE INFRASTRUCTURE FOR THE BIKE LANES IMPROVEMENTS ON SW 82nd AVENUE; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE SAID CHANGE ORDER IN THE AMOUNT OF SIXTY-THREE THOUSAND SEVEN HUNDRED THIRTY-ONE DOLLARS AND FIFTY CENTS ($63,731.50); AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Administration and Prepared by Procurement Specialist, Alessia Bencomo)*
SUGGESTED ACTION:	

ATTACHMENTS:

Reso Memo - SW 82 Bike Lanes CO.docx
Reso - SW 82 Bike Lanes CO.docx
Transcor Supply - Quote.pdf
Headley CO Estimate.pdf

To: Honorable Mayor and Village Council Date: May 14, 2026

From: Nick Marano, Village Manager Re: SW 82nd Bike Lanes Improvements CO

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATED TO PROCUREMENT; APPROVING THE CONSTRUCTION OF THE PROTECTIVE INFRASTRUCTURE FOR THE BIKE LANES IMPROVEMENTS ON SW 82nd AVENUE; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE SAID CHANGE ORDER IN THE AMOUNT OF SIXTY-THREE THOUSAND SEVEN HUNDRED THIRTY-ONE DOLLARS AND FIFTY CENTS ($63,731.50), AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Administration and Prepared by Procurement Specialist, Alessia Bencomo)*

BACKGROUND AND ANALYSIS:

The Village is seeking a qualified Company provide improvements to SW 82nd Bike Lanes. The Village published an ITB# 2026-11-002 for the "82nd Bike Lanes Improvements" on January 20, 2026, and received a total of six (6) bids and Headley Construction Group, Inc. ("Headley"), was the lowest responsive, responsible Bidder. The Village Council at a Regular Council Meeting scheduled on March 2nd, 2026, approved Headley to complete the work. The Village Council directed the Village Manager to negotiate a change order to include physically separated protective infrastructure prior to execution ("Project"), and to return to council if the change order exceeds Fifty Thousand Dollars and Zero Cents ($50,000.00). The cost of the materials total to Forty-Seven Thousand Four Hundred Eight-One Dollars and Fifty Cents ($47,481.50) and the cost of the construction total to Sixteen Thousand Two Hundred Fifty Dollars and Zero Cents ($16,250.00). As a result, the total cost of the Project would be Sixty-Three Thousand Seven Hundred Thirty-One Dollars and Fifty Cents ($63,731.50).

FISCAL IMPACT:

Special Revenue Fund – CITT Transportation in the amount of $63,731.50.

Attachments:

A. Transcor Supply – Quote
B. Headley Construction Group, Inc. – Estimate

RESOLUTION NO. 2026-_____

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATED TO PROCUREMENT; APPROVING THE CONSTRUCTION OF THE PROTECTIVE INFRASTRUCTURE FOR THE BIKE LANES IMPROVEMENTS ON SW 82nd AVENUE; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE SAID CHANGE ORDER IN THE AMOUNT OF SIXTY-THREE THOUSAND SEVEN HUNDRED THIRTY-ONE DOLLARS AND FIFTY CENTS ($63,731.50), AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Administration and Prepared by Procurement Specialist, Alessia Bencomo)*

WHEREAS, the Village published an ITB# 2026-11-002 ("ITB") for the "SW 82nd Bike Lanes Improvements" on January 20, 2026; and

WHEREAS, the Village received a total of six (6) bids on February 5, 2026 and Headley Construction Group, Inc. ("Headley"), was the lowest responsive, responsible Bidder; and

WHEREAS, the Village Council at a Regular Council Meeting scheduled on March 2, 2026, approved Headley to complete the work; and

WHEREAS, the Village Council directed the Village Manager to negotiate a change order to include physically separated protective infrastructure prior to execution ("Project"), and to return to Council if the change order exceeds Fifty Thousand Dollars and Zero Cents ($50,000.00); and

WHEREAS, the cost of the materials total to Forty-Seven Thousand Four Hundred Eight-One Dollars and Fifty Cents ($47,481.50) and the cost of the construction total to Sixteen Thousand Two Hundred Fifty Dollars and Zero Cents ($16,250.00), for a total sum for the Project of Sixty-Three Thousand Seven Hundred Thirty-One Dollars and Fifty Cents ($63,731.50).

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are incorporated as if set forth in full.

Section 2. Authorization of Village Officials. The Village Manager and/or his designee and the Village Attorney are authorized to execute the change order on behalf of the Village. The Village Manager and/or his designee and the Village Attorney are authorized to take all actions necessary to implement the terms and conditions of the purchase.

Section 3. Authorization of Fund Expenditure. Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Procurement/Purchasing Policies, the Village Manager is hereby authorized to expend budgeted funds for the Project.

Section 4. Effective Date. This Resolution shall take effect immediately upon passage.

PASSED and **ADOPTED** this 1st day of June 2026.

Attest:

_____	_____
Missy Arocha	**Karyn Cunningham**
Village Clerk	**Mayor**

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE SOLE USE AND BENEFIT OF THE VILLAGE:

_____
John J. Quick
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore _____

Council Member Steve Cody _____

Council Member Marsha Matson _____

Vice-Mayor Mark Merwitzer _____

Mayor Karyn Cunningham _____

Quote

Transcor Supply
2500 West 84th Street
Hialeah, Florida 33016
United States
P: (305) 827-3240

Quote Number: QTE0023129
Quote Date: 03/13/26

Customer Service Rep: mgonzalez
Sales Rep: MGONZALEZ

BILL TO:
PALMETTO BAY, VILLAGE OF
PUBLIC WORKS DEPARTMENT
9495 SW 180TH STREET
MIAMI FL 33157

SHIP TO:
PALMETTO BAY, VILLAGE OF
PUBLIC WORKS DEPARTMENT
9495 SW 180TH STREET
MIAMI FL 33157

Notes:

Customer P.O.	Ship VIA	Terms	Shipping Terms
	OTHER	NET30	Prepaid

Item Number	Ordered	Unit	Price	Extended Price
10458-111	650	EA	$65.36	$42,484.00
10D [P] RUBBER LANE SEPARATOR - ZEBRA ZERO 9 W/HARDWARE Hardware included Asphalt application FOB Michael				

Quotations are valid for 30 days from the date of quotation.

Signature: _____

Printed Name: _____

Net Order:	$42,484.00
Discount %	0%
Less Discount:	$0.00
Freight:	$0.00
Sales Tax:	$0.00
Order Total:	$42,484.00

1.5% FINANCE CHARGE FOR INVOICES OVER 60 DAYS.
Terms & Conditions Apply as stated at https://translineinc.com/terms-and-conditions-of-sale/
TRANSCOR SUPPLY, INC. | PHONE (305) 827-3240 | SALES@TRANSCORSUPPLY.COM

Quote

Transcor Supply
2500 West 84th Street
Hialeah, Florida 33016
United States
P: (305) 827-3240

Quote Number: QTE0023757
Quote Date: 04/13/26

Customer Service Rep: mgonzalez
Sales Rep: MGONZALEZ

BILL TO:
PALMETTO BAY, VILLAGE OF
PUBLIC WORKS DEPARTMENT
9495 SW 180TH STREET
MIAMI FL 33157

SHIP TO:
PALMETTO BAY, VILLAGE OF
PUBLIC WORKS DEPARTMENT
9495 SW 180TH STREET
MIAMI FL 33157

Notes:

Customer P.O.	Ship VIA	Terms	Shipping Terms
	OTHER	NET30	Prepaid

Item Number	Ordered	Unit	Price	Extended Price
10705-000	130	EA	$32.00	$4,160.00
10H [P] ADHESIVE-EPOXY 600 CC CARTRIDGE W/NUT&MIXER				
10792-000	130	EA	$0.75	$97.50
10H [S] NUT-RETAINER 1/2" FOR STATIC MIXER				
10791-000	130	EA	$3.00	$390.00
10H [S] MIXER-STATIC DISPOSABLE ADHESIVE Michael Lead time 5-7 buisness days Freight $350				

Quotations are valid for 30 days from the date of quotation.

Signature: _____

Printed Name: _____

Net Order:	$4,647.50
Discount %	0%
Less Discount:	$0.00
Freight:	$350.00
Sales Tax:	$0.00
Order Total:	$4,997.50

1.5% FINANCE CHARGE FOR INVOICES OVER 60 DAYS.
Terms & Conditions Apply as stated at https://translineinc.com/terms-and-conditions-of-sale/
TRANSCOR SUPPLY, INC. | PHONE (305) 827-3240 | SALES@TRANSCORSUPPLY.COM

Headley Construction Group Inc

8240 SW 186th ST
Cutler Bay, FL 33157 USA
+13056131490
thomas@headleycg.com

Estimate

ADDRESS
Village of Palmetto Bay
Village of Palmetto Bay

ESTIMATE 1773
DATE 04/09/2026

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Project	Project; 82nd Ave Bike Lane Improvements	1	0.00	0.00
	Signs & Markings	Installation of 650 Zicla 9 armadillo units Notes: - Zicla 9 armadillo units and hardware to be provided by Village of Palmetto Bay.	650	25.00	16,250.00

SUBTOTAL	16,250.00
TAX	0.00
TOTAL	**$16,250.00**

Accepted By

Accepted Date

AGENDA ITEM NO. 12.C

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	June 1, 2026
SUBMITTED BY:	Missy Arocha, Village Council
ITEM TYPE:	Resolution
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, WAIVING THE LIMITATIONS OF SECTION 2-58(4) AS IT RELATES TO LASALY CHANGKACHITH FOR THE 2026 VILLAGE ELECTION PERIOD; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*
SUGGESTED ACTION:	

ATTACHMENTS:

Reso-Waiving Committee Restriction_MM

RESOLUTION NO. 2026-_____

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, WAIVING THE LIMITATIONS OF SECTION 2-58(4) AS IT RELATES TO LASALY CHANGKACHITH FOR THE 2026 VILLAGE ELECTION PERIOD; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

WHEREAS, Ms. Lasaly Changkachith ("Ms. Changkachith") serves as an appointed member of the Village Resiliency Committee; and

WHEREAS, section 2-58 provides, in pertinent part, that "Members of the advisory boards or committee shall not . . . [b]e a registered candidate for elective political office, unless the village council, by majority vote, waives this prohibition."; and

WHEREAS, Ms. Changkachith has expressed an interest in running as a candidate for Village Council while still serving on the Resiliency Committee; and

WHEREAS, the Village Council desires for Ms. Changkachith to remain a member of the Resiliency Committee notwithstanding her interest in running for a seat on the Village Council during the Village's 2026 election; and

WHEREAS, the Village Council finds that the adoption of this resolution is in the best interests of the Village and its residents.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated as if set forth in full.

Section 2. Waiver of Section 2-58(4) Restriction. The restrictions set forth in section 2-58(4) of the Village Code are hereby waived as it relates to Ms. Changkachith for the 2026 Village election period.

Section 3. Authorization of Village Officials. The Village Manager and/or his designee, Village Clerk, and the Village Attorney are authorized to take all necessary actions to implement the intent and conditions of this Resolution.

Section 4. Effective Date. This Resolution shall take effect immediately upon its adoption.

PASSED and **ADOPTED** this 1st day of June, 2026.

Attest:

_____ _____

Missy Arocha **Karyn Cunningham**
Village Clerk **Mayor**

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE SOLE USE AND BENEFIT OF THE VILLAGE:

_____

John J. Quick
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore _____

Council Member Steve Cody _____

Council Member Marsha Matson _____

Vice-Mayor Mark Merwitzer _____

Mayor Karyn Cunningham _____

AGENDA ITEM NO. 12.D

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE: June 1, 2026

SUBMITTED BY: Missy Arocha, Village Council

ITEM TYPE: Resolution

AGENDA SECTION: CONSENT AGENDA

SUBJECT: A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, DIRECTING PRODUCTION AND CERTIFICATION OF CHARTER REVISION COMMISSION COMMUNICATIONS TO ENSURE COMPLIANCE WITH FLORIDA LAW; PROVIDING FOR REVIEW AND REPORT; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Councilmember Steve Cody)*

SUGGESTED ACTION:

ATTACHMENTS:
Resolution-CRC Investigation-SC
Exhibit A-Memo Investigative Reso

RESOLUTION NO. 2026-_____

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, DIRECTING PRODUCTION AND CERTIFICATION OF CHARTER REVISION COMMISSION COMMUNICATIONS TO ENSURE COMPLIANCE WITH FLORIDA LAW; PROVIDING FOR REVIEW AND REPORT; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Councilmember Steve Cody)*

WHEREAS, the Charter Revision Commission ("CRC") is an advisory body created by the Village Council and subject to the requirements of the Florida Sunshine Law and the Florida Public Records Law; and

WHEREAS, compliance with these laws is both mandatory and essential to maintaining public trust and the integrity of the CRC process; and

WHEREAS, records produced to date include an admission by the CRC Chair of out-of-meeting communications concerning CRC-related subject matter, and such production has been identified as partial and ongoing; and

WHEREAS, timely production of public records is required by law, and delays or incomplete responses undermine transparency and accountability.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are incorporated as if set forth in full.

Section 2. Direction for Production. All members of the Charter Revision Commission, including the Chair, are hereby directed to produce, within five (5) business days, all communications relating to CRC business, including but not limited to:

a) Text messages (SMS and iMessage)

b) Emails (personal and official accounts)

c) Messaging applications (including WhatsApp, Signal, or similar platforms)

d) Social media direct messages

e) Call logs reflecting CRC-related communications

Section 3. Certification of Completeness. Each CRC member shall submit a **sworn written certification** in a format as directed by the Village Attorney attesting that:

a) A diligent search has been conducted

b) All responsive records in the CRC Commissioner's possession, custody, or control have been produced

c) All devices, accounts, and platforms used for CRC communications have been searched

Section 4. Review and Report. The Village Attorney is directed to:

a) Review the produced materials for compliance with Chapters 119 and 286, Florida Statutes

b) Provide a written report to the Village Council summarizing findings and any compliance concerns

Section 5. Effective Date This Resolution shall take effect immediately upon passage.

PASSED and **ADOPTED** this 1st day of June, 2026.

Attest:

_____	_____
Missy Arocha	**Karyn Cunningham**
Village Clerk	**Mayor**

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE SOLE USE AND BENEFIT OF THE VILLAGE:

_____

John J. Quick
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore _____

Council Member Steve Cody _____

Council Member Marsha Matson _____

Vice-Mayor Mark Merwitzer _____

Mayor Karyn Cunningham _____

To:	Honorable Mayor & Village Council	Date:	May 4, 2026
From:	Council Member Steve Cody	Re:	Add-On Item for May 4 Agenda

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, DIRECTING PRODUCTION AND CERTIFICATION OF CHARTER REVISION COMMISSION COMMUNICATIONS TO ENSURE COMPLIANCE WITH FLORIDA LAW; PROVIDING FOR REVIEW AND REPORT; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Council Member Steve Cody)*

NOTE

Because the materials attached hereto and discussed herein were only received on April 24, 2026, this item is presented as an add-on to allow the Council to address a time-sensitive compliance issue.

BACKGROUND AND ANALYSIS:

1. The Public Records Request

On April 10, 2026, and as supplemented on April 16, 2026, a public records request was submitted to the Chair of the Charter Revision Commission ("CRC"), seeking:

- Call logs reflecting communications related to CRC business
- Communications with CRC members (texts, emails, messaging applications)
- Communications with members of the public relating to CRC matters

- Records from all devices and platforms used in connection with CRC business

The request expressly required a good faith search and production in accordance with Chapter 119, Florida Statutes.

2. Records Produced to Date

On April 24, 2026, the Village Clerk provided a partial release of records, noting that:

- The production is incomplete and ongoing
- Additional records may be identified through further review, including IT-assisted searches

The materials produced to date include:

- An email from the CRC Chair acknowledging an out-of-meeting telephone conversation with a CRC participant concerning CRC-related subject matter
- A screenshot of a call log reflecting a 10-minute telephone call between the CRC Chair and that CRC participant
- Email correspondence reflecting the Chair's response to the public records request

See the documents attached hereto.

3. Admission of Out-of-Meeting Communication

In the materials produced, the CRC Chair states:

- He had a conversation with a CRC member
- The conversation related to CRC matters, including ballot-related issues
- These materials document an out-of-meeting communication concerning CRC-related subject matter.

Under the Florida Sunshine Law, members of the same advisory body are prohibited from discussing matters that may foreseeably come before that body outside a duly noticed public meeting.

The characterization of the communication as “procedural” does not remove it from the scope of the Sunshine Law where the subject matter relates to the work of the CRC.

4. Incomplete Production and Need for Certification

The current record is incomplete for two independent reasons:

- The Village has expressly confirmed that the production is partial and ongoing
- No sworn certification of completeness has been provided

Without certification, the Council has no assurance that:

- All responsive records have been identified
- All devices and platforms have been searched
- All communications have been produced

In matters involving compliance with Chapters 119 and 286, a complete and verified record is essential.

5. Purpose of the Resolution

This Resolution is procedural and non-punitive.

It does not:

- Make findings of wrongdoing
- Impose sanctions
- Remove or discipline any individual

Instead, it does three limited and necessary things:

- Directs full production of CRC-related communications
- Requires sworn certification of completeness by each CRC member
- Requests legal review and report by the Village Attorney

Re: Resolution directing production and certification of Charter Revision Commission communications

These steps ensure that the Council:

- Has a complete factual record
- Meets its oversight responsibilities
- Maintains public confidence in the CRC process

6. Importance of Prompt Action

The CRC is actively engaged in work that may result in recommendations to the Council and, potentially, placement of items on the ballot.

Ensuring compliance with Florida law at this stage:

- Protects the integrity of the CRC process
- Avoids future legal challenges
- Preserves public trust in the outcome of CRC deliberations

FISCAL/BUDGETARY IMPACT:

Minimal. Any review conducted by the Village Attorney falls within existing professional services.

RECOMMENDATION:

Approval of the Resolution will ensure that the Council has a complete and verified record. If the record is already complete and compliant, this process will simply confirm it.

Attachments (2):

- Partial public records production (April 24, 2026)
- Relevant correspondence


4:26
5G
21
Edit
SS
PALMETTO BAY
Shelley Stanczyk
Details
Voicemails
Outgoing Call
3/31/26 · 1:28 PM
10 minutes
Call History
Favorites
Recents
Contacts
Keypad
Voicemail
3

Subject: [EXT] Re: [EXT] Fwd: PUBLIC RECORDS REQUEST Pursuant to Chapter 119, Florida Statutes
Date: Friday, April 17, 2026 at 6:01:10 PM Eastern Daylight Time
From: mtlevy13@yahoo.com <mtlevy13@yahoo.com>
To: John Dellagloria <jdellagloria@palmettobay-fl.gov>, John J. Quick <jquick@wsh-law.com>
CC: Missy Arocha <marocha@palmettobay-fl.gov>, Jaimie Mayer <jmayer@wsh-law.com>
Attachments: image001.png, image003.png, image002.png, image005.png, image004.png, image006.png, IMG_2148.png

CAUTION: EXTERNAL SENDER -- Please avoid opening any unexpected attachments or clicking on any strange links.
Use good judgement! Forward suspicious emails to: spamreport@palmettobay-fl.gov

So I have do what this mother fucker wants. This is very simple I had one conversation with Shelly it had nothing to do with any thing we were voting on. It was a procedural issue when I heard the attorneys would not write up our issues for the ballot. She served on the committee before so I wanted her opinion. At no time during the conversation did she say that we were violating any rules by speaking, she did not seek to end the conversation or change the subject. Attached is a screen shoot from my phone documenting my call. I do not even know the phone number of anyone else on the committee. I have not spoken with Mark or Marsha about the committee.

Frankly, I am not an elected official, I am not hired by the village, I am a volunteer just trying to be a good citizen in the community and contribute. I have a company to run, 2 kids with active lives I would like to participate in and 2 really sick parents I need to take care of. I don't know what his problem is and I don't need or have time for this shit in my life.

Please how can I just finish the Meeting on May 11th and get on with my life. May 11th I just found out will writing this letter my mom (83 years) is scheduled for a mastectomy that day since after beating cancer 30 years ago it is back. I really don't have time or give a shit about Cody. I will be at that meeting finish my job and please just ask him to leave me alone.

Thank you.

Regards,

Marc Levy

On Friday, April 17, 2026 at 12:41:50 PM EDT, John J. Quick <jquick@wsh-law.com> wrote:

Mark,

As mentioned, please let Missy or I know how we can assist you in this response.

Regards,
John

From: John Dellagloria <jdellagloria@palmettobay-fl.gov>
Sent: Friday, April 17, 2026 11:12 AM
To: Marc Levy <mtlevy13@yahoo.com>
Cc: Missy Arocha <marocha@palmettobay-fl.gov>; John J. Quick <JQuick@wsh-law.com>
Subject: RE: [EXT] Fwd: PUBLIC RECORDS REQUEST Pursuant to Chapter 119, Florida Statutes

Mark, I am forwarding this to John and Missy. But don't worry, it will be handled.

John Dellagloria, *Village Attorney*
Office 305.259.1283 | Main Fax 305.259.1268
9705 East Hibiscus Street, Palmetto Bay, FL 33157
jdellagloria@palmettobay-fl.gov |
https://link.edgepilot.com/s/cbc07dfb/UNj4s2NiPE6YW3zfEmseIg?u=http://www.palmettobay-fl.gov/

From: Marc Levy <mtlevy13@yahoo.com>
Sent: Thursday, April 16, 2026 10:31 PM
To: John Dellagloria <jdellagloria@palmettobay-fl.gov>
Subject: [EXT] Fwd: PUBLIC RECORDS REQUEST Pursuant to Chapter 119, Florida Statutes

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I am being told he can personally sue me if I don't respond. Is this true ? And do you have any further advice?

Thank you.

Regards,

Marc Levy

Sent from the road

Begin forwarded message:

> **From:** "John J. Quick" <jquick@wsh-law.com>
> **Date:** April 16, 2026 at 11:18:09 AM EDT
> **To:** Marc Levy <mtlevy13@yahoo.com>
> **Cc:** Missy Arocha <marocha@palmettobay-fl.gov>, Nick Marano <nmarano@palmettobay-fl.gov>, Jaimie Mayer <JMayer@wsh-law.com>
> **Subject: Re: PUBLIC RECORDS REQUEST Pursuant to Chapter 119, Florida Statutes**
>
> Marc,
>
> Please let Missy and I (or Jaimie) know what, if anything you may need so we can respond to this request. We are here to assist.
>
> We can review the documents you have, if any, to help determine if they are public records. If you do have any public records, we can help advise as to their responsiveness, whether any exemptions/confidentiality provisions apply, etc.
>
> Please do not hesitate to reach out.
>
> Regards,
> John
>
> > On Apr 16, 2026, at 10:39 AM, Steve Cody <scody@palmettobay-fl.gov> wrote:
> >
> > Dear Mr. Levy:
> >
> > I write to follow up on my April 10, 2026 public records request, to which I have not yet received a response.
> >
> > As you are aware, §119.07(1)(c), Florida Statutes, requires that public records be produced promptly and in good faith. Please confirm receipt of the request and advise as to the anticipated

timeframe for production.

In order to clarify and avoid any ambiguity, I write to supplement and expand my prior request as follows:

Supplemental Request

In addition to the call log records previously requested, I request:

A. Communications with CRC Members

Any and all communications made or received in connection with Charter Revision Commission business between you and any member of the Charter Revision Commission, including but not limited to:

- Text messages (SMS or iMessage)
- Emails (personal or official accounts)
- Messages via WhatsApp, Signal, or any other messaging application
- VoIP or platform-based communications

B. Communications with Members of the Public

Any and all communications made or received in connection with Charter Revision Commission business between you and any member of the public, including but not limited to:

- Mark Merwitzer
- Marsha Matson

This includes the same categories of communications listed above in Part A

.

C. Call Logs (Expanded)

Any and all call logs reflecting telephone calls made or received by you in connection with Charter Revision Commission business, including calls with:

- Any CRC member
- Any member of the public relating to CRC matters

Scope and Devices

This request applies to all devices and accounts used in your official capacity, including personal devices, to the extent such records were made or received in connection with official business.

Preservation of Records
You are hereby directed to preserve all records responsive to this request, including call logs, messages, and metadata, pending full compliance.

Please provide the requested records in electronic format and identify any claimed exemptions with specificity.

I look forward to your prompt response.

Steve Cody
Council Member, District 2
Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, FL 33157
Cell: 786-570-0363

From: Steve Cody <scody@palmettobay-fl.gov>
Date: Sunday, April 12, 2026 at 2:13 PM

To: Shelley Stanczyk <shelleystanczyk@gmail.com>
Subject: FW: PUBLIC RECORDS REQUEST Pursuant to Chapter 119, Florida Statutes
Shelley:

Pursuant to your verbal public records request of today, please find below the public record request I served upon Marc Levy on Friday.

Steve Cody
Council Member, District 2
Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, FL 33157
Cell: 786-570-0363
<image.png>

From: Steve Cody <scody@palmettobay-fl.gov>
Date: Friday, April 10, 2026 at 4:12 PM
To: Marc Levy <mtlevy13@yahoo.com>
Cc: Missy Arocha <marocha@palmettobay-fl.gov>, Nick Marano <nmarano@palmettobay-fl.gov>, John J. Quick <jquick@wsh-law.com>
Subject: PUBLIC RECORDS REQUEST Pursuant to Chapter 119, Florida Statutes
To: Mark Levy, Chair
Charter Revision Commission
Village of Palmetto Bay

Date: April 10, 2026

Dear Mr. Levy:

Pursuant to Chapter 119, Florida Statutes, I request access to and copies of the following public records:

1. Call Log Records

> Any and all call logs, call detail records, or similar records reflecting telephone calls made or received by you that were made or received in connection with Charter Revision Commission business, including but not limited to calls involving:
>
> Brian Tannebaum

Paul Schweip
Dave Zisman
Shelley Stańczyk

This request includes, but is not limited to:

Incoming and outgoing call logs
Dates and times of calls
Duration of calls

Any contact entries or identifiers associated with such calls

2. Scope of Devices and Accounts

This request applies to any and all devices, accounts, or platforms used by you in your capacity as Chair of the Charter Revision Commission, including:

Personal cell phones
Government-issued devices (if any)
VoIP or internet-based calling platforms
To the extent responsive records reside on personal devices or accounts, such records are requested only to the extent they were made or received in connection with official business, consistent with Chapter 119.

3. Timeframe

This request is limited to the period: January 1, 2025 through the date of your response to this public record request.

4. Format

Please provide the requested records in electronic format (PDF or native format where available).

5. Statutory Compliance

If you contend that any portion of the requested records is exempt from disclosure, please:

Identify the specific statutory exemption claimed
Provide the legal basis for the exemption
Produce all non-exempt portions of responsive records

6. Duty to Conduct Good Faith Search

This request requires a good faith search of all locations and/or devices where responsive records are reasonably likely to be found, including personal devices used for official business.

7. Prompt Response Required

As required by §119.07(1)(c), Florida Statutes, public records shall be produced promptly and in good faith.

Please confirm receipt of this request and advise of the anticipated timeframe for production.

Steve Cody
Council Member, District 2
Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, FL 33157
Cell: 786-570-0363

<image.png>

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Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

Subject: [EXT] Re: [EXT] Fwd: PUBLIC RECORDS REQUEST Pursuant to Chapter 119, Florida Statutes
Date: Saturday, April 18, 2026 at 1:22:32 PM Eastern Daylight Time
From: John J. Quick <JQuick@wsh-law.com>
To: mtlevy13@yahoo.com <mtlevy13@yahoo.com>
CC: John Dellagloria <jdellagloria@palmettobay-fl.gov>, Missy Arocha <marocha@palmettobay-fl.gov>, Jaimie Mayer <JMayer@wsh-law.com>
Attachments: image001.png, image003.png, image002.png, image005.png, image004.png, image006.png

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Marc,

I am very sorry to hear about your mother.

Unfortunately, Florida has very broad public records laws, which applies to Village boards. The Village IT department can pull any emails that you have with anyone with a Palmetto Bay email address. To the extent you have sent any to non-VPB email address which may be responsive, kindly forward those so we can review for responsiveness and/or privilege/confidentiality.

If this screenshot is all you have that would be responsive, we can take it from here.

To the extent there are any additional phone records exist which might reflect calls including conversations which took place in connection with your official business on the subject matter of the request, the record of those calls would need to be produced in response to this public records request. However, if no additional phone calls took place in connection with your official business on that subject matter, then those records would not be public records and, as a result, would not need to be produced. In other words, records of private (no -Village related) calls would not need to be produced.

Should any additional phone records contain a mix of both public and private calls, all private calls would need to be redacted from the record and produced accordingly. Insofar as you are unable to determine whether a call is either public or private in nature, then, in abundance of caution, the calls of undetermined nature would not be redacted from the records produced.

Again, if the only thing you have that would be responsive outside of what is in the Village email system, then you would be done and Missy will take it from here for production.

Thank you for cooperation in getting this record to us. I hope you enjoy the rest of your weekend.

Regards,
John

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<image001.png>

John Dellagloria, *Village Attorney*

Office 305.259.1283 | Main Fax 305.259.1268
9705 East Hibiscus Street, Palmetto Bay, FL 33157
jdellagloria@palmettobay-fl.gov |
https://link.edgepilot.com/s/cbc07dfb/UNj4s2NiPE6YW3zfEmseIg?u=http://www.palmettobay-fl.gov/
<image002.png>

<image003.png>

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<image005.png>

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> We can review the documents you have, if any, to help determine if they are public records. If you do have any public records, we can help advise as to their responsiveness, whether any exemptions/confidentiality provisions apply, etc.
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Please provide the requested records in electronic format and identify any claimed exemptions with specificity.

I look forward to your prompt response.

Steve Cody
Council Member, District 2
Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, FL 33157
Cell: 786-570-0363

<image006.png>

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Date: Sunday, April 12, 2026 at 2:13 PM
To: Shelley Stanczyk <shelleystanczyk@gmail.com>
Subject: FW: PUBLIC RECORDS REQUEST Pursuant to Chapter 119, Florida Statutes
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Steve Cody
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Village of Palmetto Bay
9705 East Hibiscus Street
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Date: Friday, April 10, 2026 at 4:12 PM
To: Marc Levy <mtlevy13@yahoo.com>
Cc: Missy Arocha <marocha@palmettobay-fl.gov>, Nick Marano <nmarano@palmettobay-fl.gov>, John J. Quick <jquick@wsh-law.com>
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To: Mark Levy, Chair
Charter Revision Commission
Village of Palmetto Bay

Date: April 10, 2026

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Paul Schweip
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Duration of calls

Any contact entries or identifiers associated with such calls

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- Government-issued devices (if any)
- VoIP or internet-based calling platforms
- To the extent responsive records reside on personal devices or accounts, such records are requested only to the extent they were made or received in connection with official business, consistent with Chapter 119.

3. Timeframe

This request is limited to the period: January 1, 2025 through the date of your response to this public record request.

4. Format

Please provide the requested records in electronic format (PDF or native format where available).

5. Statutory Compliance

If you contend that any portion of the requested records is exempt from disclosure, please:

- Identify the specific statutory exemption claimed
- Provide the legal basis for the exemption
- Produce all non-exempt portions of responsive records

6. Duty to Conduct Good Faith Search

This request requires a good faith search of all locations and/or devices where responsive

records are reasonably likely to be found, including personal devices used for official business.

7. Prompt Response Required

As required by §119.07(1)(c), Florida Statutes, public records shall be produced promptly and in good faith.

Please confirm receipt of this request and advise of the anticipated timeframe for production.

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Council Member, District 2
Village of Palmetto Bay
9705 East Hibiscus Street
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Subject:	Re: PUBLIC RECORDS REQUEST Pursuant to Chapter 119, Florida Statutes - SC request to ML
Date:	Friday, April 24, 2026 at 4:25:07 PM Eastern Daylight Time
From:	Steve Cody <scody@palmettobay-fl.gov>
To:	Missy Arocha <marocha@palmettobay-fl.gov>
CC:	John J. Quick <jquick@wsh-law.com>, Nick Marano <nmarano@palmettobay-fl.gov>, Melissa Dodge <mdodge@palmettobay-fl.gov>, Missy Arocha <marocha@palmettobay-fl.gov>
Attachments:	image001.png, image002.png, image003.png, image004.png, image005.png, image006.png, image.png

Thank you, Missy.

Steve Cody
Council Member, District 2
Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, FL 33157
Cell: 786-570-0363

From: Missy Arocha <marocha@palmettobay-fl.gov>
Date: Friday, April 24, 2026 at 3:52 PM
To: Steve Cody <scody@palmettobay-fl.gov>
Cc: John J. Quick <jquick@wsh-law.com>; Nick Marano <nmarano@palmettobay-fl.gov>; Melissa Dodge <mdodge@palmettobay-fl.gov>; Missy Arocha <marocha@palmettobay-fl.gov>
Subject: RE: PUBLIC RECORDS REQUEST Pursuant to Chapter 119, Florida Statutes - SC request to ML

Good afternoon, Councilmember Cody and Attorney Quick,

As a follow-up to our conversation this afternoon, please find attached records in the custody of the Village Clerk that are responsive to your request dated April 16, 2026.

Please note that this is a partial release. The request remains under review and will be completed by the Village of Palmetto Bay, including a comprehensive search by IT. The attached documents reflect the records provided by Mark Levy to date.

Respectfully,

MISSY AROCHA, MPA, *Village Clerk & Passport Acceptance Facility Manager*
Office 305.259.1234 | Main Line 305.259.1264
9705 East Hibiscus Street, Palmetto Bay, FL 33157
marocha@palmettobay-fl.gov | www.palmettobay-fl.gov

Please Note: Florida has very broad public records laws. Most written communications to or from local officials regarding official business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

From: Steve Cody <scody@palmettobay-fl.gov>
Sent: Thursday, April 16, 2026 10:39 AM
To: Marc Levy <mtlevy13@yahoo.com>; Missy Arocha <marocha@palmettobay-fl.gov>; John J. Quick <jquick@wsh-law.com>; Nick Marano <nmarano@palmettobay-fl.gov>; Shelley Stanczyk <shelleystanczyk@gmail.com>
Subject: Re: PUBLIC RECORDS REQUEST Pursuant to Chapter 119, Florida Statutes

Dear Mr. Levy:

I write to follow up on my April 10, 2026 public records request, to which I have not yet received a response.

As you are aware, §119.07(1)(c), Florida Statutes, requires that public records be produced promptly and in good faith. Please confirm receipt of the request and advise as to the anticipated timeframe for production.

In order to clarify and avoid any ambiguity, I write to supplement and expand my prior request as follows:

Supplemental Request

In addition to the call log records previously requested, I request:

A. Communications with CRC Members

Any and all communications made or received in connection with Charter Revision Commission business between you and any member of the Charter Revision Commission, including but not limited to:

- Text messages (SMS or iMessage)
- Emails (personal or official accounts)
- Messages via WhatsApp, Signal, or any other messaging application
- VoIP or platform-based communications

B. Communications with Members of the Public

Any and all communications made or received in connection with Charter Revision Commission business between you and any member of the public, including but not limited to:

- Mark Merwitzer
- Marsha Matson

This includes the same categories of communications listed above in Part A
.
C. Call Logs (Expanded)

Any and all call logs reflecting telephone calls made or received by you in connection with Charter Revision Commission business, including calls with:

- Any CRC member
- Any member of the public relating to CRC matters

Scope and Devices

This request applies to all devices and accounts used in your official capacity, including personal devices, to the extent such records were made or received in connection with official business.

Preservation of Records
You are hereby directed to preserve all records responsive to this request, including call logs, messages, and metadata, pending full compliance.

Please provide the requested records in electronic format and identify any claimed exemptions with specificity.

I look forward to your prompt response.

Steve Cody
Council Member, District 2
Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, FL 33157
Cell: 786-570-0363

From: Steve Cody <scody@palmettobay-fl.gov>
Date: Sunday, April 12, 2026 at 2:13 PM
To: Shelley Stanczyk <shelleystanczyk@gmail.com>
Subject: FW: PUBLIC RECORDS REQUEST Pursuant to Chapter 119, Florida Statutes

Shelley:

Pursuant to your verbal public records request of today, please find below the public record request I served upon Marc Levy on Friday.

Steve Cody
Council Member, District 2
Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, FL 33157

Cell: 786-570-0363



From: Steve Cody <scody@palmettobay-fl.gov>
Date: Friday, April 10, 2026 at 4:12 PM
To: Marc Levy <mtlevy13@yahoo.com>
Cc: Missy Arocha <marocha@palmettobay-fl.gov>, Nick Marano <nmarano@palmettobay-fl.gov>, John J. Quick <jquick@wsh-law.com>
Subject: PUBLIC RECORDS REQUEST Pursuant to Chapter 119, Florida Statutes

To: Mark Levy, Chair
Charter Revision Commission
Village of Palmetto Bay

Date: April 10, 2026

Dear Mr. Levy:

Pursuant to Chapter 119, Florida Statutes, I request access to and copies of the following public records:

1. Call Log Records

Any and all call logs, call detail records, or similar records reflecting telephone calls made or received by you that were made or received in connection with Charter Revision Commission business, including but not limited to calls involving:

Brian Tannebaum
Paul Schweip
Dave Zisman
Shelley Stańczyk

This request includes, but is not limited to:

Incoming and outgoing call logs
Dates and times of calls
Duration of calls

Any contact entries or identifiers associated with such calls

2. Scope of Devices and Accounts

This request applies to any and all devices, accounts, or platforms used by you in your capacity as Chair of the Charter Revision Commission, including:

Personal cell phones
Government-issued devices (if any)
VoIP or internet-based calling platforms
To the extent responsive records reside on personal devices or accounts, such records are requested only to the extent they were made or received in connection with official business, consistent with Chapter 119.

3. Timeframe

This request is limited to the period: January 1, 2025 through the date of your response to this public record request.

4. Format

Please provide the requested records in electronic format (PDF or native format where available).

5. Statutory Compliance

If you contend that any portion of the requested records is exempt from disclosure, please:

Identify the specific statutory exemption claimed
Provide the legal basis for the exemption
Produce all non-exempt portions of responsive records

6. Duty to Conduct Good Faith Search

This request requires a good faith search of all locations and/or devices where responsive records are reasonably likely to be found, including personal devices used for official business.

7. Prompt Response Required

As required by §119.07(1)(c), Florida Statutes, public records shall be produced promptly and in good faith.

Please confirm receipt of this request and advise of the anticipated timeframe for production.

Steve Cody
Council Member, District 2
Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, FL 33157
Cell: 786-570-0363

AGENDA ITEM NO. 12.E

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE: June 1, 2026

SUBMITTED BY: Missy Arocha, Village Council

ITEM TYPE: Resolution

AGENDA SECTION: CONSENT AGENDA

SUBJECT: A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, ESTABLISHING PRINCIPLES GOVERNING THE RESPONSIBLE AND TRANSPARENT USE OF ARTIFICIAL INTELLIGENCE TECHNOLOGIES IN VILLAGE OPERATIONS; PROVIDING FOR HUMAN OVERSIGHT, PUBLIC TRANSPARENCY, AND COMPLIANCE WITH FLORIDA PUBLIC RECORDS AND SUNSHINE LAWS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Steve Cody)*

SUGGESTED ACTION:

ATTACHMENTS:

Reso-AI Governance_SC

RESOLUTION NO. 2026-___

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, ESTABLISHING PRINCIPLES GOVERNING THE RESPONSIBLE AND TRANSPARENT USE OF ARTIFICIAL INTELLIGENCE TECHNOLOGIES IN VILLAGE OPERATIONS; PROVIDING FOR HUMAN OVERSIGHT, PUBLIC TRANSPARENCY, AND COMPLIANCE WITH FLORIDA PUBLIC RECORDS AND SUNSHINE LAWS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Steve Cody)*

WHEREAS, artificial intelligence and automated digital technologies are increasingly being utilized by governmental agencies, private businesses, and members of the public; and

WHEREAS, the Village Council recognizes that emerging technologies may improve efficiency, responsiveness, data analysis, resident communication, and administrative operations; and

WHEREAS, the Village Council further recognizes that the use of artificial intelligence technologies by governmental entities must remain consistent with principles of transparency, accountability, public trust, due process, and human oversight; and

WHEREAS, Florida's Government in the Sunshine Law and Public Records Act require openness and accountability in governmental decision-making and record retention; and

WHEREAS, the Village Council finds it appropriate to establish guiding principles for the responsible use of artificial intelligence technologies within Village operations while preserving the authority of human decision-makers and protecting the rights of residents.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are true and correct and are incorporated herein by reference.

Section 2. Purpose and Intent. The purpose of this Resolution is to establish broad policy guidance for the responsible, transparent, and accountable use of artificial intelligence technologies in Village operations. Nothing in this Resolution shall prohibit the lawful use of emerging technologies by Village personnel where such technologies are used as tools to assist, rather than replace, human judgment and governmental accountability.

Section 3. Guiding Principles.

A. Human Oversight.
Artificial intelligence systems shall not serve as the sole basis for final governmental decisions affecting residents, including but not limited to code enforcement determinations, permitting decisions, procurement recommendations, personnel actions, or adjudicative functions. Meaningful human review and supervision shall remain part of governmental decision-making processes.

B. Transparency.
Where artificial intelligence technologies are substantially utilized in the preparation of significant public-facing reports, communications, summaries, or resident service functions, the Village should promote transparency regarding such use whenever practical and appropriate.

C. Public Records Compliance.
Village personnel utilizing artificial intelligence tools shall remain responsible for compliance with Florida public records retention requirements, including the preservation of public records generated, received, or materially modified through such technologies.

D. Data Protection and Cybersecurity.
Village use of artificial intelligence technologies should be conducted in a manner consistent with cybersecurity best practices and the protection of confidential or exempt information under Florida law.

E. Non-Discrimination.
Artificial intelligence technologies should not be utilized in a manner that intentionally discriminates on the basis of legally protected classifications or undermines equal access to governmental services.

F. Periodic Review.
The Village Manager is encouraged to periodically review emerging technologies and recommend administrative policies or operational safeguards as appropriate.

Section 4. Direction to Administration. The Village Manager is authorized to develop administrative guidance, staff training recommendations, and operational procedures consistent with this Resolution and applicable law.

Section 5. Severability. If any section, subsection, sentence, clause, or provision of this Resolution is held invalid or unconstitutional by a court of competent jurisdiction, the remainder shall not be affected by such holding.

Section 6. Effective Date. This Resolution shall become effective immediately upon adoption.

PASSED and **ADOPTED** this 1st day of June, 2026.

Attest:

_____	_____
Missy Arocha	**Karyn Cunningham**
Village Clerk	**Mayor**

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE SOLE USE AND BENEFIT OF THE VILLAGE:

_____
John J. Quick
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore _____

Council Member Steve Cody _____

Council Member Marsha Matson _____

Vice-Mayor Mark Merwitzer _____

Mayor Karyn Cunningham _____

AGENDA ITEM NO. 12.F

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE: June 1, 2026

SUBMITTED BY: Missy Arocha, Village Manager's Office

ITEM TYPE: Resolution

AGENDA SECTION: CONSENT AGENDA

SUBJECT: A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO GENERAL GOVERNMENT; AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT WITH GRANICUS, LLC FOR GRANICUS OPERATIONS CLOUD AND VOTECAST WEB SERVICES THROUGH THE OMNIA PARTNERS COOPERATIVE PURCHASING CONTRACT NO. 159768; PROVIDING FOR AN AMOUNT NOT TO EXCEED TWENTY-ONE THOUSAND SEVEN HUNDRED TWO DOLLARS AND FIFTY CENTS ($21,702.50) FOR THE ANNUAL SUBSCRIPTION FEES; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Administration and Prepared by Village Manager, Nick Marano)*

SUGGESTED ACTION:

ATTACHMENTS:

Reso-VotingSolution-Granicus
Exhibit A - FL_Palmetto Bay FL_Q-516830_2026-VotingSolution
Exhibit B - Resource-product-sheet-VoteCast-Web

RESOLUTION NO. 2026-____

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO GENERAL GOVERNMENT; AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT WITH GRANICUS, LLC FOR GRANICUS OPERATIONS CLOUD AND VOTECAST WEB SERVICES THROUGH THE OMNIA PARTNERS COOPERATIVE PURCHASING CONTRACT NO. 159768; PROVIDING FOR AN AMOUNT NOT TO EXCEED TWENTY-ONE THOUSAND SEVEN HUNDRED TWO DOLLARS AND FIFTY CENTS ($21,702.50) FOR THE ANNUAL SUBSCRIPTION FEES; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Administration and Prepared by Village Manager, Nick Marano)*

WHEREAS, the Village of Palmetto Bay, Florida (the "Village") is committed to leveraging modern technology to enhance government transparency, public accessibility, and operational efficiency in its legislative and administrative processes; and

WHEREAS, the Village desires to procure Granicus Operations Cloud – Self-Managed Video and VoteCast Web services (collectively, the "Services") from Granicus, LLC ("Granicus"), a provider of government technology solutions specializing in meeting management, live video streaming, public portal access, and electronic voting systems for governmental bodies; and

WHEREAS, the VoteCast Web application will enable elected officials to make a motion, second, vote, and request to speak using any device, with all data automatically populating into the clerk software, while dynamically displaying agenda items, motions, vote results, and speaker information on connected displays in the meeting chamber; and

WHEREAS, the Granicus Operations Cloud – Self-Managed Video solution will provide the Village with fully cloud-based video streaming and video-on-demand capabilities, unlimited meetings and storage, simulcast to multiple platforms including Facebook and YouTube, a public portal with hyperlinked agendas and advanced keyword search, and a 99.9% uptime guarantee; and

WHEREAS, Granicus is available to the Village through the OMNIA Partners Cooperative Purchasing Contract No. 159768 (Exhibit A), effective December 8, 2025, a competitively bid cooperative purchasing agreement that satisfies the Village's competitive procurement requirements under applicable Florida law, including Section 287.055, Florida Statutes, and the Village's procurement policies; and

WHEREAS, pursuant to section 2-175(i)(3) of the Village Code, the Village Manager has determined that this purchase meets acceptability criteria and Granicus has a valid contract or purchase order through competitive process by another governmental entity in the state.

WHEREAS, the Mayor and Village Council find that it is in the best interest of the Village and its residents to authorize the Village Manager to enter into the agreement with Granicus for the new subscription services through the OMNIA Partners contract, in an amount not to exceed Twenty-One Thousand Seven Hundred Two Dollars and Fifty Cents ($21,702.50) for the annual subscription fees for the period of performance from March 16, 2026 through January 11, 2027, as set forth in Granicus Order Form No. Q-516830 dated May 20, 2026.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated as if set forth in full.

Section 2. Authorization of Village Officials. In accordance with section 2-175(i)(3) of the Village Code, the Village Manager and/or his designee and the Village Attorney are hereby authorized and directed to execute an agreement with Granicus for Granicus Operations Cloud – Self-Managed Video and VoteCast Web services, through the OMNIA Partners Cooperative Purchasing Contract No. 159768, in a form acceptable to the Village Attorney, for an amount not to exceed Twenty-One Thousand Seven Hundred Two Dollars and Fifty Cents ($21,702.50) for annual subscription fees. The Village Manager and/or his designee and the Village Attorney are authorized to take all actions necessary to implement the terms and conditions of the purchase.

Section 3. Approval of Piggyback Purchase. The Village Council hereby finds and determines that the OMNIA Partners Cooperative Purchasing Contract No. 159768 was competitively procured in accordance with applicable law, and the Village's use of said contract satisfies the Village's competitive procurement requirements. The Village Council hereby approves the piggybacking of that contract. The Village Manager is authorized to piggyback said cooperative contract pursuant to applicable Florida law and Village procurement policies.

Section 4. Authorization of Fund Expenditure. The costs associated with the Services shall be paid from funds appropriated in the Village's budget for this purpose. The Village Manager is authorized to take all actions necessary to effectuate the intent of this Resolution, including execution of any ancillary documents or purchase orders required by Granicus.

Section 5. Effective Date. This Resolution shall take effect immediately upon passage.

PASSED and **ADOPTED** this 1st day of June, 2026.

Attest:

_____	_____
Missy Arocha	**Karyn Cunningham**
Village Clerk	**Mayor**

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE SOLE USE AND BENEFIT OF THE VILLAGE:

_____
John J. Quick
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore _____

Council Member Steve Cody _____

Council Member Marsha Matson _____

Vice-Mayor Mark Merwitzer _____

Mayor Karyn Cunningham _____

Procurement Vehicle: OMNIA (159768)
In Support of: Palmetto Bay, FL

ORDER DETAILS

Prepared By:	Aldo Cardona
Phone:	
Email:	aldo.cardona@granicus.com
Order #:	Q-516830
Prepared On:	20 May 2026
Expires On:	30 Jun 2026

ORDER TERMS

Currency:	USD
Payment Terms:	Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)
Period of Performance:	The Agreement will begin upon the date of signature and will continue through the end of the then current billing term.

PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

Terminating Subscriptions		
Solution	**Quantity/Unit**	**Prior Annual Fee**
Open Platform Suite	0 Each	$0.00
Granicus Encoding Appliance Software (GT)	0 Each	$0.00
Meeting Efficiency Suite	0 Each	$6,422.67
Government Transparency Suite	0 Each	$4,281.78
Government Transparency Managed Services Hardware (GT)	0 Each	$5,887.44
	SUBTOTAL:	**$16,591.89**

Upon the signing of this Agreement, annual fees for the terminating subscription(s) shall cease. Any pre-paid fees for the terminating subscription(s) after the signing of this Agreement will be prorated from the signing of this Agreement to the end of the Client's then-current billing term, credited, and such credit applied to the annual fees for new subscriptions.

Client will continue to have access to and use the terminating solution until the new subscription(s) is/are deployed.

Upon the deployment of Client's new solution as determined at Granicus' sole discretion, Granicus shall remove access to the Client's terminating subscription(s).

One-Time Fees			
Solution	**Billing Frequency**	**Quantity/Unit**	**One-Time Fee**
Granicus Operations Cloud - Self-Managed Video - Setup, Config, and Training	Up Front	1 Each	$1,450.00
Self-managed Video Encoder	Up Front	1 Each	$3,842.50
VoteCast Web - Setup and Configuration	Upon Delivery	1 Each	$2,650.00
VoteCast Web - Online Training	Upon Delivery	2 Hours	$848.00
		SUBTOTAL:	**$8,790.50**

New Subscription Fees					
Solution	**Period of Performance**	**Billing Frequency**	**Quantity/ Unit**	**Annual Fee**	**Prorated Fee**
Granicus Operations Cloud - Self-Managed Video	16 Mar 2026 - 11 Jan 2027	Annual	1 Each	$16,327.50	$13,453.41
VoteCast Web	16 Mar 2026 - 11 Jan 2027	Annual	1 Each	$5,375.00	$4,428.85
GXI Foundations	16 Mar 2026 - 11 Jan 2027	Annual	1 Each	$0.00	$0.00
SUBTOTAL:				**$21,702.50**	**$17,882.26**

Please note, annual fees for new subscriptions will be prorated to align to Client's then-current billing term. Except for services sold on a volume basis, which must be consumed during the then current billing term.

CREDITS AVAILABLE

The number of Credits acquired due to the above purchase items:

Available Service Credits	
Total Services Catalog Credits:	**25**

PRODUCT DESCRIPTIONS

Solution	Description
Granicus Operations Cloud - Self-Managed Video	The annual subscription is an outcome-focused solution combining integrated technology, data insights, and experience services to drive operational efficiencies. • Strategic Capabilities • Designated Experience Partner • Extended LMS Training On-demand • Access to Services Catalog • Biannual CX Program Brief to Review Insights & Recommendations • Online Help Articles and Access to govCommunity • Data Insights • Community Satisfaction and Performance Monitoring • Government Effectiveness Score • Digital Experience Score • Quality of Life Surveys • In-app Reporting and Dashboards • Connected Technology • Video Streaming and Video-on-Demand ▪ Built-in video indexing with start, stop, and pause controls ▪ Video analytics ▪ Fully cloud-based ▪ Simulcast to multiple platforms including Facebook and YouTube ▪ Unlimited meetings, users, and storage • Public Portal ▪ Hyperlinked agendas, minutes, and documents ▪ Advanced keyword search • Hardware ▪ Live Cast video encoder • Ongoing security updates • Ongoing product updates and enhancements • Product accessibility maintained perpetually • 99.9% up-time guarantee • Technical Support Reporting (biannual) • Escalation & Care Process
VoteCast Web	

Solution	Description
	The Granicus VoteCast Web Application is poised to transform our voting system by harnessing the advantages of cloud technology. This innovative platform provides a secure, scalable, and user-friendly solution for electronic voting, aimed at streamlining the voting process, enhancing accessibility, and safeguarding the integrity of voting results. **Key Features:** **Integration with Legislate:** Elected officials can utilize any device to motion, second, vote, and request to speak, with all data seamlessly populating into the clerk software (LiveManager Web) to ensure accuracy and reduce administrative workload. **Dynamic Meeting Displays:** As action items arise during meetings, connected TVs or projectors will automatically display the current agenda item, motion on the floor, vote results, and speaker timers alongside the speaker's name. VoteCast offers: Unlimited user accounts Unlimited meeting bodies Access to one Granicus platform site Access to the VoteCast Web software application for elected officials Access to the VoteCast Web Display software application for outputting meeting proceedings to TVs or projectors in the meeting room We believe that adopting the Granicus VoteCast Web Application will greatly enhance our voting capabilities, ensuring a more efficient and effective process for all stakeholders involved.
Granicus Operations Cloud - Self-Managed Video - Setup, Config, and Training	The Self-Managed Video edition of Operations Cloud leverages a blend of strategic capabilities, data insights, and technology built for government to deliver an experience aimed at enhancing user engagement and boosting operational efficiency. This solution includes: • Stakeholder Kickoff and Project Alignment • Program Management - Weekly / bi-weekly communication • Development/Implementation/component configuration, including: o Setup and configuration of the hardware and software

Solution	Description
	o Setup and configuration of the public portal Online Training – Up to 12 hours of online training.
Self-managed Video Encoder	Granicus Live Cast encoder is the hardware appliance used convert the video feed for video streaming on the web. It also records the video and provides the MP4 file for archive playback.
VoteCast Web - Setup and Configuration	VoteCast Web setup and configurations services
VoteCast Web - Online Training	Votecast Web - Online Training is for online training for Votecast Web, which allows clients to have online sessions with a Granicus trainer to learn how to use the system.
GXI Foundations	GXI Foundations provides a set of smart-widgets that embed into your website and selectively engage website visitors to gather standardized feedback on their digital experience and/or community sentiment around key community themes. The aggregrated insights are available to you via an interactive dashboard.

TERMS & CONDITIONS

- This quote, and all products and services delivered hereunder are governed by the terms located at https://granicus.com/legal/licensing, including any product-specific terms included therein (the "License Agreement"). If your organization and Granicus has entered into a separate agreement or is utilizing a contract vehicle for this transaction, the terms of the License Agreement are incorporated into such separate agreement or contract vehicle by reference, with any directly conflicting terms and conditions being resolved in favor of the separate agreement or contract vehicle to the extent applicable.
- If submitting a Purchase Order, please include the following language: The pricing, terms and conditions of quote Q-516830 dated 20 May 2026 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Palmetto Bay, FL to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.

- Upon the effective date, this Agreement shall supersede and replace any previous agreement between the parties for the Terminating and/or Existing Subscriptions listed herein. All such prior agreements between the parties are hereby void and of no force and effect.
- The terms and Conditions of the Agreement 159768 effective 08 DEC 2025 between Granicus and OMNIA Partners govern this Quote and are incorporated herein by reference, including the Master Agreement and all exhibits thereto.

For All Services Credits (including Service Catalog Credits and SimpleSupport):

Credits must be purchased prior to use and are allocated towards any services performed by Granicus included in the Service Credit portfolio for the number of credits indicated therein. Credits cannot be used towards software subscription purchases. Credits are consumed as Services are performed during the applicable period of performance and must be used during that period of performance or they will expire. If Client fails to use the credits within the period of performance due to factors outside of Granicus' control, Granicus will not be obligated to refund any credits and will be under no obligation to perform the Services.

BILLING INFORMATION

Billing Contact:		**Purchase Order Required?**	[ ] - No [ ] - Yes
Billing Address:		**PO Number:** *If PO required*	
Billing Email:		**Billing Phone:**	

If submitting a Purchase Order, please include the following language:
The pricing, terms, and conditions of quote Q-516830 dated 20 May 2026 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.

AGREEMENT AND ACCEPTANCE

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Palmetto Bay, FL	
Signature:	
Name:	
Title:	
Date:	

Clerk Smarter, Not Harder

VoteCast Web

Accurate, Scalable, and User-Friendly

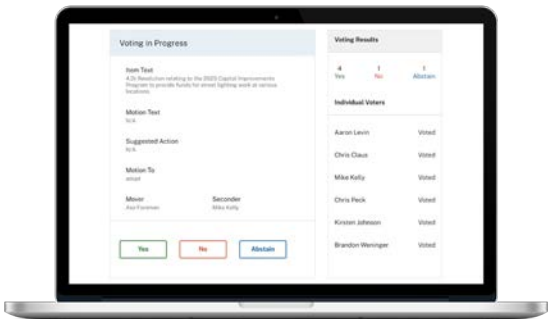


Digital voting simplified

Juggling all the tasks of managing a public meeting can be tricky, especially in fast-moving situations with a lot of agenda items. It's easy to get distracted, make mistakes, or forget to record something important. But with VoteCast Web from Granicus, one thing you'll never have to worry about is recording accurate motions, vote counts, and vote history because it's all captured for you in an easy-to-use digital solution.

With VoteCast Web, meeting managers can...

- **Easily, accurately, and securely record** attendance, motions, and elected official votes.
- **Easily track meeting progress** through the agenda, requests to speak, and speaker timers (where applicable).
- **Promote transparency** with immediate, publicly available voting outcomes.
- **Enjoy a clean, modern interface** on a web-based platform that integrates fully with Granicus agenda management solutions and doesn't require an encoder or additional hardware.



With VoteCast Web, elected officials can...

Enjoy full integration with the Legislate agenda review tool for elected officials, which enables notations on agenda items and attachments and seeing public comments on items.

Follow along with agenda progress from nearly any web-enabled device.

Make and see officials' motions and requests to speak.

Easily vote and see outcomes in real time.

VoteCast Web is suitable for **government boards and committees of any size or type** and can be scaled as necessary. Meeting managers and elected officials benefit from **ease of use, complete transparency, and in-the-moment results** for requests to speak, motions, and vote outcomes. VoteCast Web **streamlines the voting process, enhances accessibility, and ensures the accuracy and integrity of voting results** without any additional hardware.

AGENDA ITEM NO. 14.A

Item Cover Page

REGULAR COUNCIL AGENDA ITEM REPORT

DATE:	June 1, 2026
SUBMITTED BY:	Missy Arocha, Village Council
ITEM TYPE:	Resolution
AGENDA SECTION:	RESOLUTIONS WITH PUBLIC COMMENT
SUBJECT:	A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, DIRECTING THE VILLAGE MANAGER TO IDENTIFY A PREFERRED SITE, OBTAIN NECESSARY SURVEYS AND ENGINEERING, AND ISSUE AN INVITATION TO BID FOR THE INSTALLATION OF A DESIGNATED FENCED OFF-LEASH DOG AREA ("BARK ZONE") ON THE EAST SIDE OF THE CANAL AT CORAL REEF PARK; AUTHORIZING THE USE OF SMALL PURCHASE PROCEDURES FOR SURVEY AND SITE ASSESSMENT SERVICES; AND PROVIDING AN EFFECTIVE DATE. *(Sponsored by Vice Mayor Mark Merwitzer)*
SUGGESTED ACTION:	

ATTACHMENTS:
Reso-Dog Park at CRP_MBM

RESOLUTION NO. 2026-____

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, DIRECTING THE VILLAGE MANAGER TO IDENTIFY A PREFERRED SITE, OBTAIN NECESSARY SURVEYS AND ENGINEERING, AND ISSUE AN INVITATION TO BID FOR THE INSTALLATION OF A DESIGNATED FENCED OFF-LEASH DOG AREA ("BARK ZONE") ON THE EAST SIDE OF THE CANAL AT CORAL REEF PARK; AUTHORIZING THE USE OF SMALL PURCHASE PROCEDURES FOR SURVEY AND SITE ASSESSMENT SERVICES; AND PROVIDING AN EFFECTIVE DATE.
(Sponsored by Vice Mayor Mark Merwitzer)

WHEREAS, the Village of Palmetto Bay (the "Village") is the owner and operator of Coral Reef Park, a community park facility located at approximately SW 152nd Street and SW 77th Avenue, which provides a wide range of recreational amenities to Village residents and visitors; and

WHEREAS, the Village Council, pursuant to Resolution No. 2019-48, adopted the 2019 Coral Reef Park Master Plan (the "Master Plan"), which established a framework for phased improvements to Coral Reef Park on an item-by-item basis, and any new improvements must be reviewed and considered for approval for formal incorporation into said Master Plan; and

WHEREAS, the Village's 2023 Villagewide Parks and Recreation Master Plan, based on the *2022 Community Interest and Opinion Survey* conducted by ETC Institute, identified off-leash dog parks as a significant community priority, ranking sixth in the Priority Investment Rating (PIR = 107.8) among thirty-one (31) park facilities and amenities assessed Villagewide; and

WHEREAS, Perrine Wayside Dog Park, located at 16425 S. Dixie Highway, is currently the only dedicated off-leash dog park facility within the Village, and that facility, while well-regarded, is situated on the heavily trafficked U.S. Highway 1 corridor, presents access challenges for some residents, and is a considerable distance from residents who live in the northern portion of the Village in the vicinity of Coral Reef Park; and

WHEREAS, the eastern portion of Coral Reef Park, on the east side of the C-100 Canal and accessible from the existing parking area on

SW 77th Avenue, contains substantial underutilized open green space that is naturally separated from the park's primary athletic and programmatic uses located on the west side of the canal, and that this natural separation would allow a dog area to operate without disruption to those activities; and

WHEREAS, dogs are currently permitted in the east-side area at Coral Reef Park during certain designated special events, demonstrating that the area is compatible with responsible dog access and that mechanisms for managing such use are feasible; and

WHEREAS, the 2019 Coral Reef Park Master Plan's planned police vehicular access is designated along the north side of the east parking area, and a dog park situated on the south side of the field, in proximity to the existing south restroom facility, would not conflict with that planned access; and

WHEREAS, the Village Council wishes to direct the Village Manager to utilize small purchase procedures pursuant to Section 2-175(f) of the Village Code to procure survey, engineering, and site assessment services necessary to prepare an Invitation to Bid for the installation of fencing and related site improvements, with construction funds to be appropriated from the Park Impact Fees Fund upon Village Council approval of the ITB results; and

WHEREAS, the Village wishes to designate the proposed off-leash dog area at Coral Reef Park as the "Bark Zone."

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are true and correct and are hereby incorporated as if set forth in full.

Section 2. The Village Manager is hereby directed to take the following steps to implement the "Coral Reef Park Bark Zone," a fenced off-leash dog area on the east side of the C-100 Canal at Coral Reef Park:

(a) Identify the preferred location within the east-side area, taking into account compatibility with the Palmetto Bay Farmer's Market's regular operations, including vendor setup along existing pathways and park roads, and confirmation that the proposed footprint does not conflict with the planned police vehicular access along the north side of the east parking area.

(b) Create an ordinance for approval by the Village Council which would amend section 2-66 of the Village Code to allow for canines (dogs) in certain specifically defined areas of Coral Reef Park as may be approved by Council by resolution.

(c) Upon identification of the preferred site and approval of the ordinance contemplated in Section 2(b) of this Resolution, the Village Manager is authorized to procure a boundary survey and any required site engineering to support design and permitting.

(d) Following completion of the survey, the Village Manager shall prepare and issue an Invitation to Bid (ITB) for the installation of fencing, double-gated entry configuration, signage, pet water station, and related site improvements consistent with accepted dog park standards, including separate enclosed areas for large and small dogs where site conditions permit.

(e) The Village Manager shall present the ITB results to the Village Council for bid award and construction authorization prior to executing any construction contract or commencing site improvements.

Section 3. The Village Manager is further directed to prepare, for Village Council consideration concurrently with or prior to bid award, a proposed amendment to the 2019 Coral Reef Park Master Plan (Resolution No. 2019-48) to formally incorporate the Coral Reef Park Bark Zone as an approved improvement, and any necessary amendments to the Village's municipal code or park regulations to formally designate the east side of the C-100 Canal at Coral Reef Park as the dog-permitted zone while maintaining the west side of the canal as dog-free.

Section 4. The Village Manager is authorized to procure survey, engineering, and site assessment services necessary to prepare the ITB pursuant to the small purchase procedures set forth in Section 2-175(f) of the Village Code. Funds for construction shall be appropriated from the Park Impact Fees Fund by separate Council action upon Village Council approval of the ITB results pursuant to Section 2(e) of this Resolution.

Section 5. Nothing in this Resolution shall be construed to authorize the execution of a construction contract or the commencement of site improvements at Coral Reef Park without prior Village Council approval of the ITB results pursuant to Section 2(e) of this Resolution.

Section 6. This Resolution shall take effect immediately upon passage.

PASSED and **ADOPTED** this 1st day of June, 2026.

Attest:

_____	_____
Missy Arocha	**Karyn Cunningham**
Village Clerk	**Mayor**

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE SOLE USE AND BENEFIT OF THE VILLAGE:

_____
John J. Quick
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore _____

Council Member Steve Cody _____

Council Member Marsha Matson _____

Vice-Mayor Mark Merwitzer _____

Mayor Karyn Cunningham _____

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RESOLUTION NO. 2025-80

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, REQUIRING THE VILLAGE COUNCIL TO FORWARD TO THE VOTERS ALL REVISIONS RECOMMENDED BY THE CHARTER REVISION COMMISSION; AND PROVIDING FOR AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

WHEREAS, Section 6.2 (C) of the Charter of the Village of Palmetto Bay ("Charter Revision") provides in part that: If the Commission determines that an amendment or revision is needed, it shall submit the same to the Council no later than the deadline established by the County Commission on Elections so that the amendments or revisions may appear on the ballot for the next regularly scheduled election of the Village. Alternative proposals may be submitted. The Council shall submit suggested amendments and revisions to the electors of the Village in accordance with the provisions of Section 6.1, at the next regularly scheduled election; and,

WHEREAS, the outgoing Village Attorney, Mr. John Dellagloria, advised the Charter Revision Commission that pursuant to Section 6.2(C) of the Charter of the Village of Palmetto Bay the Village Council must submit to electors of the Village amendments or revisions to the Charter recommended by the Charter Revision Commission; and,

WHEREAS, Section 6.1 of the Charter of the Village of Palmetto Bay provides:

(A) The Charter may be amended in accordance with the provisions of Section 6.03 of the Home Rule Charter of Miami-Dade County. The Village shall enact an ordinance to implement this Article.

(B) If conflicting amendments are adopted at the same election, the one receiving the greatest number of affirmative votes shall prevail to the extent of such conflict; and,

WHEREAS, Section 6.03 of the Home Rule Charter of Miami-Dade County provides in part:

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(A) Any municipality in the county may adopt, amend, or revoke a charter for its own government or abolish its existence in the following manner: Its governing body shall, within 120 days after adopting a resolution or after the certification of a petition of ten percent of the qualified electors of the municipality, draft or have drafted by a method determined by municipal ordinance a proposed charter amendment, revocation, or abolition which shall be submitted to the electors of the municipalities. Unless an election occurs not less than 60 nor more than 120 days after the draft is submitted, the proposal shall be submitted at a special election within that time. The governing body shall make copies of the proposal available to the electors not less than 30 days before the election. Alternative proposals may be submitted. Each proposal approved by a majority of the electors voting on such proposal shall become effective at the time fixed in the proposal.

(B) All municipal charters, amendments thereto, and repeals thereof shall be filed with the Clerk of the Circuit Court.

WHEREAS, precedent establishes that the Village Council has submitted to electors of the Village all charter revisions recommended by the past Charter Revision Commission; and,

WHEREAS, the current Village Attorney, Mr. John Quick, opined that the Village Council is not required to submit the Charter Revision Commission's proposed revisions to Village electors; and,

WHEREAS, on October 23, 2025, the Charter Revision Commission voted unanimously (5-0) to suspend all further meetings until such time as the Village Council adopts a resolution affirming that the Council will approve forwarding to Village electors all charter revisions recommended by the Charter Review Commission; and,

WHEREAS, the work of the Charter Revision Commission fulfills a critical function of the Village Charter and is subject to statutory and election-related timelines, making clarification of the Commission's authority both necessary and urgent.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. The foregoing recitals are incorporated herein and made a part of this Resolution.

Section 2. The Village Council shall submit to Village electors all revisions to the Charter unaltered and recommended by the Charter Review Commission.

Section 3. This Resolution shall take effect immediately upon adoption.

Attest:

Signed by:
Missy Arocha
6EDC211E5E8C48C...
Missy Arocha
Village Clerk

Signed by:
Karyn Cunningham
35B93CD2D0CB470...
Karyn Cunningham
Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE SOLE USE AND BENEFIT OF THE VILLAGE:

Signed by:
C71CE56E4F6849D...
John J. Quick
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore	YES
Council Member Steve Cody	NO
Council Member Marsha Matson	YES
Vice-Mayor Mark Merwitzer	YES
Mayor Karyn Cunningham	NO

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ORDINANCE NO. 2026-01

AN ORDINANCE OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AMENDING SECTION 2.51, "CHARTER REVISION COMMISSION," OF THE VILLAGE CODE; REQUIRING THE VILLAGE COUNCIL TO FORWARD TO THE VILLAGE ELECTORS ALL CHARTER AMENDMENTS OR REVISIONS UNALTERED AS RECOMMENDED BY THE CHARTER REVISION COMMISSION; CLARIFYING THAT THE VILLAGE COUNCIL MAY SUBMIT ALTERNATIVE AMENDMENTS OR REVISIONS; AND PROVIDING FOR CODIFICATION, SEVERABILITY, AND AN EFFECTIVE DATE. *(Sponsored by Councilmember Marsha Matson)*

WHEREAS, the Charter Revision Commission (the "Commission") performs a critical function under the Village Charter by ensuring that Village electors (the "electors") retain the authority to revise the Charter adopted at the time of the municipal incorporation of the Village of Palmetto Bay; and

WHEREAS, on December 3, 2025, the Village Council (the "Council") adopted a resolution affirming that the Council is required to forward to the electors all Charter revisions unaltered as recommended by the Commission; and

WHEREAS, the Council desires to codify in the Village Code of Ordinances the requirement that all Charter amendments or revisions unaltered as recommended by the Commission shall be forwarded to the electors; and

WHEREAS, the Council further desires to clarify that it retains the authority to submit alternative Charter amendments or revisions to the electors for consideration.

NOW, THEREFORE, BE IT ENACTED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

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Section 1. Incorporation of Recitals. The foregoing recitals are hereby incorporated into this Ordinance as if fully set forth herein.

Section 2. Statement of Intent. It is the legislative intent of the Mayor and Council of the Village of Palmetto Bay to affirm and preserve the independent authority of the Charter Revision Commission as established by the Village Charter and to ensure that Village electors receive, without alteration, all Charter amendments or revisions duly recommended by the Commission. This Ordinance is intended to promote transparency, voter choice, and the orderly exercise of Charter revision authority consistent with the will of the electors and the foundational principles of the Village Charter.

Section 3. Amendment to Section 2.51 of the Village Code. Section 2.51 of the Municipal Code of the Village of Palmetto Bay is hereby amended to read as follows (additions underlined):

> If the Commission determines that an amendment or revision is needed, it shall submit the same to the Village Council no later than the deadline established by the Miami-Dade County Supervisor of Elections, so that such amendment or revision may be placed on the ballot for the next regularly scheduled Village election. The Village Council shall submit to the Village electors all amendments or revisions to the Charter unaltered as recommended by the Charter Revision Commission. The Village Council may also submit alternative Charter amendments or revisions to the Village electors, in accordance with the provisions of Section 6.1 of the Village Charter, at the next regularly scheduled Village election.

Section 4. Severability. If any section, subsection, sentence, clause, or phrase of this Ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance. It is the legislative intent of the Village Council that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 5. Codification. It is the intention of the Village Council, and it is hereby ordained the provisions of this Ordinance shall become and be made part of the Code of Ordinances of the Village of Palmetto Bay, Florida, that sections of this Ordinance may be renumbered or re-lettered

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to accomplish such intentions, and that the word "Ordinance" shall be changed to "Section" or other appropriate word.

Section 6. Effective Date. This Ordinance shall take effect immediately upon enactment at Second Reading.

PASSED ON FIRST READING this 12th day of January, 2026.

PASSED AND ADOPTED ON SECOND READING this 2nd day of February, 2026.

Attest: Signed by: Missy Arocha 6E[illegible]1E5E8C480... **Missy Arocha**
Village Clerk

Signed by: Karyn Cunningham 35B[illegible]CD2D0CB470... **Karyn Cunningham**
Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE SOLE USE AND BENEFIT OF THE VILLAGE:

Signed by: C71CE56E4F6849D...
John J. Quick
Village Attorney

VOTE ON FIRST READING:

Mayor Karyn Cunningham	NO
Council Member Steven Cody	NO
Council Member Marsha Matson	YES
Vice-Mayor Mark Merwitzer	YES
Council Member Patrick Fiore	YES

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FINAL VOTE AT ADOPTION ON SECOND READING:

Mayor Karyn Cunningham	NO
Council Member Steven Cody	NO
Council Member Marsha Matson	YES
Vice-Mayor Mark Merwitzer	YES
Council Member Patrick Fiore	YES