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RESOLUTION NO. 2017-49

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO A CONTRACT WITH DOVER, KOHL & PARTNERS & MARCELA CAMBLOR & ASSOCIATES, INC. FOR AN AMOUNT NOT TO EXCEED \$35,000.00, FOR THE FIRST PHASE OF REVIEW OF THE DUV CODE AND TO PROVIDE PROFESSIONAL REGULATORY AND ECONOMIC ANALYSIS, PUBLIC OUTREACH, AND MAKE RECOMMENDATIONS ON CHANGES TO THE DOWNTOWN URBAN VILLAGE CODE, AND TO GENERATE THOSE CODE CHANGES WHICH CAN BE CODIFIED IN THE FUTURE; AND PROVIDING AN EFFECTIVE DATE. (Sponsored by Administration)

WHEREAS, on April 3, 2017, the Village Council passed a moratorium to prevent development within the Downtown Urban Village; and

WHEREAS, the Village Council now wishes to re-evaluate the Downtown Urban Village code; and

WHEREAS, the Village Council now wishes to have an independent review, public input and recommendations brought forward so that changes can be made to the existing code; and

WHEREAS, the Mayor and Village Council desire to approve a contract with Dover, Kohl and Partners, & Marcela Cambolor & Associates, Inc.

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

Section 1. The Village of Palmetto Bay Mayor and Council hereby approves the contract between the Village and Dover, Kohl and Partners, and Marcela Cambolor & Associates, Inc., to provide professional regulatory and economic analysis, public outreach, and recommendations on the Downtown Urban Village Code. A copy of the contract is attached hereto as Exhibit 1.

Section 2. This Resolution shall take effect immediately upon approval.

PASSED AND ADOPTED this 19th day of April, 2017.

Attest: 
Missy Arocha
Village Clerk


Eugene Flinn
Mayor

1 APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE
2 USE AND RELIANCE OF THE VILLAGE OF PALMETTO BAY ONLY:

3
4 DocuSigned by:
5 *Dexter W. Lehtinen*
6 _____
7 Dexter W. Lehtinen
8 Village Attorney
9

10
11 FINAL VOTE AT ADOPTION:

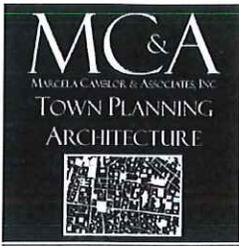
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13 Council Member Karyn Cunningham YES

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15 Council Member David Singer YES

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17 Council Member Larissa Siegel Lara YES

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19 Vice-Mayor John DuBois YES

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21 Mayor Eugene Flinn YES



Consulting Proposal

April 13, 2017

Mr. Edward Silva
Village Manager, Village of Palmetto Bay
9705 East Hibiscus Street, Palmetto Bay, FL 33157

Subject: Proposal to assist with Regulatory Analysis, Transit Implications, Public Outreach and General Recommendations for the Village of Palmetto Bay.

Dear Mr. Silva,

Thank you for considering MARCELA CAMBLOR & ASSOCIATES, INC. (hereon "MC&A") to provide the Village of Palmetto Bay (hereon "the Village") with regulatory analysis, transit evaluation/implications as it relates to density and public outreach, as well as provide general recommendations for the Village of Palmetto Bay. MC&A is pleased to work with Dover Kohl & Partners (DKP) in this endeavor.

As project manager of South Miami-Dade's first community-based planning efforts (Perrine, Princeton, Naranja, etc.) MC&A is very familiar with the Village and its surrounding areas. Collectively, MC&A and DKP bring decades of experience assisting local governments, residents and the private sector in defining and/or achieving consensus for balanced, implementable visions and form-based codes. We focus on ensuring that successful development, transit and other community goals are possible while preserving each community's own desired scale and character.

Our team will work with Village staff, elected officials, residents and other stakeholders to provide recommendations for a regulatory framework aimed at ensuring a built environment that is true to the Village's vision, fosters the creation of place and ensures long-term economic prosperity. In this brief proposal we describe our approach to achieve the above mentioned.

We are honored and excited to work with DKP again and we look forward to assisting the Village reach rapid consensus and economic success.

With best regards,

Marcela Cambolor-Cutsaimanis, AICP
Principal, MC&A

Scope and Schedule

MC&A and DKP will assist the Village with the following:

- Analyze the Village's Land Development Regulations, Comprehensive Plan, pertinent incentive programs and studies (time tbd based on documents provided);
- Conduct one-on-one interviews with elected officials and key stakeholders (list to be provided by the Village – approx. 1 hour per interviewee, held within a two-day period, plus travel time);
- Conduct public input sessions in a format to be discussed and agreed with the Village (e.g. one public with residents to gather input, one workshop with pertinent boards, one presentation of findings and recommendations) (approx. 2/3 hours per session plus preparation and travel time); and
- Provide a memorandum of recommendations.

Fees and Reimbursable Expenses

Professional services described in this proposal will be performed for on a "Time and Materials" basis according to the following schedule:

| | |
|--|----------|
| <u>For Marcela Camblor & Associates</u> | |
| Lead Principal (Marcela Camblor-Cutsaimanis) | \$300/h |
| Senior Town Planner | \$185/h |
| Clerical staff | \$ 45/h |
| <u>For Dover, Kohl & Partners</u> | |
| Lead Principal (Victor Dover) | \$ 375/h |
| Principal (Joseph Kohl) | \$ 300/h |
| Sr. Project Director | \$ 185/h |
| Clerical Staff | \$ 45/h |

Note: Travel time will be billed at 50% of the stated rates. Out of pocket expenses, mail, couriers, and other costs related to the professional services MC&A is providing, will be invoiced at cost. This proposal does not include any advertisement costs for the above mentioned public hearings/workshops, food to be provided to the public attending public hearings/workshops, or rental of space associated with public hearings (should it be necessary).

If you have any questions or wish to further refine the suggested scope of services, please contact us at your earliest convenience. However, if this agreement meets with your approval, please sign this Agreement in the space/s provided and return a signed copy to our office.

Read and agreed to on this _____ day of _____, 2017, by

Marcela Camblor-Cutsaimanis, AICP
Principal, MC&A

Edward Silva
Village Manager