

MINUTES
Workshop
Review of Updated Committee Rules and Robert Rules of Order
June 16, 2025
6:30 PM
Government Center
6601 Main Street
Miami Lakes, Florida 33014

1. Call to Order:

The meeting began at 6:33 PM.

The following elected officials were present: Councilmember Steven Herzberg and Councilmember Alex Sanchez.

The following Town staff members were present: Town Clerk Gina Inguanzo, Deputy Town Clerk Alexis P. Martinez, Deputy Town Attorney Lorenzo Cobiella and Attorney Matthew Perez, from Gastesi, Lopez, Mestre and Cobiella, PLLC.

The following Town Committee Liaisons were present: Aisle Pastora and Isabela Creighton.

The following committee members attended said workshop, either in person or via Zoom:

BAB: Rudy Blanco, Esther Colon, Miguel Martinez, Franchesca Ortega

CAC: Felicia Salazar, Elsa Rues, Justin Trujillo, Charles H. James, Madelin Santana, Jacqueline Lebeda, Geraldine Amandola, Trinette Zarran, Omar Sepulveda, Zahilys Aleman

EAB: Alicia Jimenez, Ana Soto

EAC: Nancy Rogers, Maria Ana Borges, Maria Planas, Geraldine Amandola, Dottie Wix, Xiomara Castilla, Rosario Navarro, Sarah Suarez, Isabela Diaz, Omar Sepulveda

EDC: Carlos Padilla, Rudy Blanco, Romy Pego Remior, Rafael Shuck

MHTF: William Perez

NIC: Rudy Lloredo, Javier Ley-Soto, Frank Pellegrino, Felicia Salazar, Juan Estrada

PSC: Nancy Rogers, Johnny Torres, Carlos J. Andres, Geancarlo Rodriguez, Jorge Pena

SNAB: Vivian Levy, Stephanie A. Cruz, Ethan E. Rivero, Madelin Santana

VC: Charles H. James, William Perez, Larry Borman

2. Public Comments:

Some committee members provided public comments and posed questions during the workshop to which Deputy Town Attorney Cobiella provided feedback. Additional remarks were given by Councilmember Herzberg, Councilmember Sanchez and Town Clerk Inguanzo.

Item Discussed:

Deputy Town Attorney Cobiella presented a refresher session of the newly updated Committee Rules and Robert Rules of Order and gave some recommendations regarding public comments. Town Clerk Inguanzo spoke about the importance of submitting minutes in a timely manner and for the minutes to be attached to the Committee Reports that are being presented to the Town Council. She emphasized that if the minutes are not attached to the Committee Reports, the Town Clerk's office will not accept the report, in accordance with Section 11(f) of the Committee Rules. She also provided feedback in reference to filling out the attendance record spreadsheet.

Councilmember Herzberg stated that he will have a discussion with Town Manager Edward Pidermann regarding public comments during committee meetings and good practice for the Town Liaisons to follow.

Deputy Town Attorney Cobiella along with Councilmember Herzberg and Councilmember Sanchez further discussed with the committee member participants the guidelines for meeting quorum during committee meetings and the basis of how that can affect attendance and/or cancelation of meetings.

3. Adjournment:

This meeting was adjourned at 8:15 p.m.

Approved this 15th day July 2025.


Joshua Dieguez, Mayor

Attest:



Gina M. Inguanzo, Town Clerk

