

**CITY OF MIRAMAR
PROPOSED CITY COMMISSION AGENDA ITEM**

Meeting Date: May 7, 2025

Presenter's Name and Title: Kristy Gilbert, Acting Deputy Public Works Director on behalf of Public Works Department

Prepared By: Kristy Gilbert, MBA, Acting Deputy Public Works Director

Temp. Reso. Number: 8395

Item Description: Temp. Reso. #R8395, APPROVING THE FOURTH AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN THE CITY OF MIRAMAR AND BROWARD COUNTY FOR COMMUNITY SHUTTLE SERVICE; AUTHORIZING THE CITY MANAGER TO EXECUTE THE FOURTH AMENDMENT TO THE INTERLOCAL AGREEMENT, MODIFYING EXHIBIT "F" OF THE INTERLOCAL AGREEMENT (*Acting Deputy Public Works Director, Kristy Gilbert*).

Consent ☒ Resolution ☐ Ordinance ☐ Quasi-Judicial ☐ Public Hearing ☐

Instructions for the Office of the City Clerk: Public Works request execution of the agreement on the dais.

Public Notice – As required by the Sec. ____ of the City Code and/or Sec. ____, Florida Statutes, public notice for this item was provided as follows: on _____ in a _____ ad in the _____; by the posting the property on _____ and/or by sending mailed notice to property owners within _____ feet of the property on _____ (fill in all that apply)

Special Voting Requirement – As required by Sec. _____, of the City Code and/or Sec. _____, Florida Statutes, approval of this item requires a _____ (unanimous, 4/5ths etc.) vote by the City Commission.

Fiscal Impact: Yes ☒ No ☐

REMARKS: The projected revenue of \$1,200,778 is based off operating four (4) routes, 12 hours per day, however, three (3) routes are currently in service, operating six (6) hours per day. Public Works projected revenue of \$452,425 in FY26 takes into consideration times when the routes may be inoperable due to unavailability of a bus operator or a vehicle to operate the service. Revenue received will be deposited into Account No. 001-50-507-000-000-337400 entitled "Broward County-Shuttle Bus".


Content:

- Agenda Item Memo from the City Manager to City Commission
- Resolution TR8395
 - Exhibit A: Fourth Amendment to Interlocal Agreement with Exhibit F



**CITY OF MIRAMAR
INTEROFFICE MEMORANDUM**

TO: Mayor, Vice Mayor, & City Commissioners

FROM: Dr. Roy L. Virgin, City Manager 

BY: Kirk Hobson-Garcia, Acting Public Works Director

DATE: May 1, 2025

RE: Temp. Reso. No. 8395, approving the Fourth Amendment to the Interlocal Agreement for Community Shuttle Service between the City of Miramar and Broward County

RECOMMENDATION: The City Manager recommends approval of Temp. Reso. No. 8395, approving the Fourth Amendment to the Interlocal Agreement with Broward County for Community Shuttle Service; authorizing the City Manager to execute the Amendment.

ISSUE: City Commission approval is required for an amendment to an agreement.

BACKGROUND: The City of Miramar Public Works Department has been effectively and successfully operating the Community Shuttle Service program for over 27 years through an Interlocal Agreement (ILA) with Broward County.

On November 6, 2019, the City Commission adopted Resolution No. 20-24 approving an Interlocal agreement. The agreement commenced upon execution by Broward County and was effective through September 30, 2022. The agreement included two optional one-year renewals upon approval by the County's Contract Administrator. The County Administrator administratively renewed the agreement through subsequent amendments through September 30, 2025.

The current modified service provides three (3) routes (Green, Red, and Orange) and operates five days per week at 6 hours per day, providing residents with public transportation within the City. The service also connects with the Broward County Mass Transit System.

Earlier in the fiscal year, City and County staff met to establish expenses reimbursable by the County for the Community Shuttle Service. The resulting Fourth Amendment, attached hereto as Exhibit "A", modifies Exhibit "F" of the original Interlocal agreement as follows:

1. Exhibit "F" - Updated hourly rate paid by Broward County to the City to operate the Community Shuttle Service.

DISCUSSION: The fourth amendment to the ILA provides an updated operational hourly rate of \$95.22 based on the City's estimated operations and maintenance cost or annual operational funding of \$1,200,778. The estimated revenue is based on operating all four (4) routes, 12 hours per day. However, only three (3) routes are currently in service, operating six (6) hours per day. The previous hourly rate paid to the City was \$79.76; this new rate results in an increase of \$15.46 per hour. The City must continue to provide supplemental funding in support of the program for continuation of the Community Shuttle Service.

Since the inception of the Community Shuttle Service, the routes have undergone minimal revisions. The after-effects of the COVID-19 pandemic have resulted in a significant decline in Community Shuttle ridership. To combat this effect, in fiscal year 2024, the City engaged a consultant to complete a comprehensive operational analysis ("COA") study of all shuttle routes and provide the City with recommendations for improvement. The Marketing Department with input from Public Works developed a marketing campaign which was submitted to Broward County Transit for review. The City will continue to work with Broward County staff to implement improvements detailed in the COA report.

ANALYSIS: The projected revenue of \$1,200,778 is based off operating four (4) routes, 12 hours per day, however, three (3) routes are currently in service, operating six (6) hours per day. Public Works projected revenue of \$452,425 in FY26 takes into consideration times when the routes may be inoperable due to unavailability of a bus operator or a vehicle to operate the service. Revenue received will be deposited into Account No. 001-50-507-000-000-337400 entitled "Broward County-Shuttle Bus".

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3/20/25
4/29/25

**CITY OF MIRAMAR
MIRAMAR, FLORIDA**

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF MIRAMAR, FLORIDA, APPROVING THE FOURTH AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN THE CITY OF MIRAMAR AND BROWARD COUNTY FOR COMMUNITY SHUTTLE SERVICE; AUTHORIZING THE CITY MANAGER TO EXECUTE THE FOURTH AMENDMENT TO THE INTERLOCAL AGREEMENT, MODIFYING EXHIBIT “F” OF THE INTERLOCAL AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City of Miramar has been effectively and successfully operating Community Bus Service for over 27 years through an Interlocal Agreement (“ILA”) with Broward County; and

WHEREAS, On November 6, 2019, the City Commission adopted Resolution No. 20-24 approving an Interlocal agreement with Broward County; and

WHEREAS, The ILA was effective through September 30, 2022 and has been administratively renewed by Broward County Administrator through subsequent amendments through September 30, 2025; and

WHEREAS, Broward County desires to amend Exhibit “F” of the Interlocal Agreement, attached hereto within Exhibit “A,” updating the hourly rate from \$79.76 to \$95.22 paid by Broward County for the City to operate the Community Shuttle Service; and

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WHEREAS, The City Manager recommends approving the Fourth Amendment to the ILA with Broward County for Community Shuttle Service, amending Exhibit “F;” and

WHEREAS, The City Commission deems it to be in the best interest of the citizens and residents of the City of Miramar to approve the Fourth Amendment to the ILA with Broward County, for Community Shuttle Service, amending Exhibit “F.”

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF MIRAMAR, FLORIDA AS FOLLOWS:

Section 1: That the foregoing “**WHEREAS**” clauses are ratified and confirmed as being true and correct and are made a specific part of this Resolution.

Section 2: That the City Commission approves the Fourth Amendment to the Interlocal Agreement with Broward County for Community Shuttle Service, amending Exhibit “F.”

Section 3: That it authorizes the City Manager to execute the Fourth Amendment to the Interlocal Agreement for Community Shuttle Service with Broward County, in substantial conformity with the attached Exhibit “A,” together with such non-substantial changes as are deemed necessary by the City Manager and approved as to form and legal sufficiency by the City Attorney.

Section 4: That the appropriate City officials are authorized to do all things necessary and expedient to carry out the aims of this Resolution.

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Section 5: That this Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this _____ day of _____, _____.

Mayor, Wayne M. Messam

Vice Mayor, Yvette Colbourne

ATTEST:

City Clerk, Denise A. Gibbs

I HEREBY CERTIFY that I have approved
this RESOLUTION as to form:

City Attorney,
Austin Pamies Norris Weeks Powell, PLLC

Requested by Administration

Commissioner Maxwell B. Chambers
Commissioner Avril Cherasard
Vice Mayor Yvette Colbourne
Commissioner Carson Edwards
Mayor Wayne M. Messam

Voted

**FOURTH AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN
BROWARD COUNTY AND CITY OF MIRAMAR
FOR COMMUNITY SHUTTLE SERVICE**

This is the Fourth Amendment (this "Amendment") to the Agreement between Broward County, a political subdivision of the State of Florida (the "County"), and the City of Miramar, a municipal corporation located in Broward County, Florida, organized and existing under the laws of the state of Florida (the "City") (collectively the "Parties").

RECITALS

A. The Parties entered into an Interlocal Agreement dated November 19, 2019, as amended October 6, 2021, May 28, 2024, and September 30, 2024, ("Agreement"), providing Community Shuttle Service as an alternative form of public transportation for residents within the jurisdictional limits of the City.

B. The Parties desire to enter this Amendment to increase funding to reflect the latest change consistent with the City's estimated operations and maintenance costs.

Now, therefore, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. Except as expressly modified herein, all terms and conditions of the Agreement remain in full force and effect. Terms used herein but not defined herein shall have the meaning ascribed to such terms in the Agreement.
2. The rate in Exhibit F of the Agreement is hereby amended as indicated in the attached Exhibit F, which will be retroactive to October 1, 2024.
3. This Amendment, together with the Agreement, represents the final and complete understanding of the Parties regarding the subject matter of the items addressed herein, and together with the Agreement, supersedes all prior and contemporaneous negotiations and discussions regarding that subject matter. There is no commitment, agreement, or understanding concerning the subject matter of this Amendment or the Agreement that is not contained in this written document or the Agreement.
4. This Amendment may be executed in counterparts, each of which shall be deemed to be an original, all of which, taken together, constitute one and the same agreement.
5. Each individual executing this Amendment on behalf of a party hereto hereby represents and warrants that they are, on the date they sign this Amendment, duly authorized by all necessary and appropriate action to execute this Amendment on behalf of such party and does so with full legal authority.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Amendment to Agreement: Broward County, through its County Administrator, authorized to execute same by Board action on the 20th day of August 2019, and June 4, 2024, and the City, signing by and through its duly authorized representative.

COUNTY

BROWARD COUNTY, by and through
its County Administrator

By _____
County Administrator

____ day of _____, 2025

Approved as to form by
Andrew J. Meyers
Broward County Attorney
115 South Andrews Avenue, Suite 423
Fort Lauderdale, Florida 33301
Telephone: (954) 357-7600

By _____
McKillop Erlandson (Date)
Assistant County Attorney

**FOURTH AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN
BROWARD COUNTY AND CITY OF MIRAMAR
FOR COMMUNITY SHUTTLE SERVICE**

CITY

CITY OF MIRAMAR

By: _____

Name: _____

Title: _____

____ day of _____, 2025

**Approved as to form and legal sufficiency
for the use of and reliance by the City of
Miramar only:**

By: _____

Name: _____

Title: _____

Exhibit "F"

City of Miramar

**Annual Operating Funding – FY 2025
Community Shuttle Service – (\$95.22 / Hour)**

Buses	Route	Service	Span of Service	Frequency	Daily Service Hours	Days	Funding Per Revenue Hour	Annual Funding
1	Green E	Weekday	6:30a - 6:30p	60 min	12.33	256	\$95.22	\$300,560.03
2	Orange (Green W)	Weekday	6:30a - 6:26p	60 min	12.27	256	\$95.22	\$299,097.45
2	Red	Weekday	6:30a - 6:30p	60 min	12.33	256	\$95.22	\$300,560.03
1	Yellow	Weekday	7:00a - 7:00p	60 min	12.33	256	\$95.22	\$300,560.03

Total Annual BCT Funding **\$1,200,777.54**

Annual Increased to Amendment **\$205,168.55**