

City of Miramar, FL

2300 Civic Center Place, Miramar, FL 33025



Meeting Agenda

Wednesday, October 15, 2025

7:00 PM

REVISED

Commission Chambers

CITY COMMISSION REGULAR MEETING

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

City of Miramar

WELCOME TO YOUR CITY COMMISSION MEETING

We are pleased that you have demonstrated an interest in the City of Miramar by attending a City Commission Meeting. We hope you will attend more of these meetings in the future.

GENERAL INFORMATION: The City of Miramar is a municipality chartered by the State of Florida operating under the "City Council - City Manager Plan." The City Commission is comprised of four members and the Mayor selected by the residents of Miramar to serve as the City's governing body. It is responsible for adopting policies of the City, passing ordinances, adopting resolutions and approving budgets. A City Manager is appointed by the City Commission to serve as the administrative head of the municipal government and provides recommendations to the City Commission on policy issues.

The City Commission Meeting is a formal meeting of the members of the Commission to transact City business. This business is conducted in a manner prescribed by resolution, laws and regulations which require certain formal actions and the following of specific procedures.

The AGENDA is a printed document that lists the order of business for the Commission Meeting. The public is encouraged to contact the Mayor or any City Commissioner prior to a Commission Meeting to express their views on items appearing on the Agenda.

* All cell phones and other electronic devices must be turned off prior to entering the Commission Chambers.

The City Commission may consider and act upon such other business as may come before it in the event this agenda must be revised, such revised copies will be available to the public at the City Commission Meeting.

GENERAL RULES AND PROCEDURES FOR PUBLIC PARTICIPATION AT CITY COMMISSION MEETINGS:

Who May Speak - Any individual who wishes to address the City Commission may do so providing it is accomplished in an orderly manner and in accordance with the procedures outlined below.

1. **Speaking on items on the Agenda -** Individuals wishing to speak on matters that appear on the Agenda need only to raise their hand to be recognized by the Mayor. Discussion at Special Meetings is limited to the items referred to on the Agenda for such Special Meetings.
2. **Other Business Items -** These are items placed on the Agenda by the Mayor or a Commissioner and either are requests for the preparation of future legislation or are requests for possible direction to the Administration.
3. **Speaking on items not on the Agenda - Public Participation -** Any individual may speak on any subject pertinent to the City at the second regularly scheduled meeting of each month. Individuals must sign in with the City Clerk prior to the meeting. The Mayor will recognize those persons who signed in, under the agenda item "Public Participation".
4. **Addressing Commission, Manner & Time -** Public discussion during all items is limited to three minutes maximum per person, however, the Mayor at his/her discretion may allow more time. Each person who addresses the Commission shall step up to the speaker's podium and shall give his/her name and address.
5. **No untested external audio/visual presentations (i.e. jump/thumb drives) will be accepted.** All a/v presentations must be emailed or delivered to the Clerk's Office 30 days in advance of the requested Commission Meeting date. The City reserves the right to modify or deny any presentation request.

The above represents a summarization of the Commission Procedures Resolution. Copies of this resolution are available from the City Clerk's Office. Any person requiring auxiliary aids and services at this meeting may call the City Clerk's Office at 954-602-3011 at least two calendar days prior to the meeting.

If a person decides to appeal any decision made by the City Commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and for such purpose may need to insure that a verbatim recording of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

CALL TO ORDER

ROLL CALL/ANNOUNCEMENTS

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

PRESENTATIONS

Presentation: 70th Sponsorship Check presentations. (Vice Mayor Yvette Colbourne and Chief of Staff Cassandra Lindsay)

Proclamation: Foster Youth Voice Month. (Commissioner Avril Cherasard)

Proclamation: World Food Day. (Commissioner Avril Cherasard)

CONSENT AGENDA

Items listed under Consent Agenda are viewed to be routine and the recommendation will be enacted by one motion in the form listed below. If discussion is desired, the item(s) will be removed from the Consent Agenda and will be considered separately. Anyone wishing to comment on any item on the consent agenda should approach the podium now.

1. Minutes from the Special and Regular Commission Meetings of October 1, 2025.

Attachments: [10-1-25 Special Commission Minutes](#)
[10-1-25 Commission Minutes](#)

2. Temp. Reso. #R8526 approving Change Order No. 1 to the City's agreement with CityVitae in the amount of \$74,520 for a total project cost of \$106,800, to supply and install additional **electric vehicle charging stations** at the Sunset Lakes Community Center. (*Energy Resource Manager Rasheed McCallum*)

Attachments: [R8526 CityVitae Change Order No. 1 with backup](#)

3. Temp. Reso. #R8521 approving the termination of the **sublease agreement** between the City of Miramar and **Broward College** for the 2nd floor space located within the Miramar Library & Educational Center. (*Development and Intergovernmental Affairs Officer/PIO Debon L. Campbell II*)

Attachments: [R8521 Broward College Sublease Termination with backup](#)

4. Temp. Reso. #R8511 approving the renewal of software licenses and maintenance services with Ultimate Kronos Group, in an amount not to exceed \$90,339 for Fiscal Year 2026, and the renewal of **security software licenses and maintenance services** from Alchemy Technology Group in an amount not-to-exceed \$120,676 for Fiscal Year 2026. *(Information Technology Assistant Director Ricardo M. Simonis)*

Attachments: [R8511 Software Renewal Services FY26 with backup](#)

5. Temp. Reso. #R8510 approving Amendment No. 3 to McKim & Creed, Inc., to extend the original agreement for the expansion of **Water Pipeline Condition Assessment & Non-Revenue Water Management Program** within the City's water distribution service area, in an amount not-to-exceed \$249,958.48 and allocating a contingency allowance of \$50,000 for a total project cost of \$299,958.48. *(Utilities Senior Administrator Marcelin Denis and Procurement Director Alicia Ayum)*

Attachments: [R8510 Amend. 3 for the Water Pipeline Condition Assmt. and NRW with backup](#)

6. Temp. Reso. #R8523 approving the Fourth amendment to the security guard services agreement between City of Miramar and Bright Light Security Services, L.L.C., approving the purchase of **additional security guard services** in the amount of \$207,000 at the three treatment plants maintained and managed by the Utilities Department for the period of October 1, 2025, to January 31, 2026. *(Utilities Assistant Director Jinsheng Huo and Procurement Director Alicia Ayum)*

Attachments: [R8523 Unarmed Security Guard Services with backup](#)

End of Consent

RESOLUTIONS

7. Temp. Reso. #R8492 approving the award of Invitation For Bids No. 25-022, entitled "**Miramar Complete Streets Phase III, FDOT-Lap Project No. FM 443945-1**", to the lowest responsive and responsible bidder, Conengineers Builders, L.L.C.; authorizing the City Manager to execute the proposed agreement with Conengineers Builders, L.L.C., in an amount not-to-exceed \$2,230,069.60 and allocating a construction contingency allowance of \$50,000.00 for a total project cost of \$2,280,069.60. *(City Engineer Salvador Zuniga)*

Attachments: [R8492 Award of IFB 25-022 MCS PHASE III with backup](#)

8. Temp. Reso. #R8493 approving the final ranking and award of FDOT-Request for Qualifications No. 25-04-21, entitled “**Contract Administration Services for the Miramar Complete Streets Phase III - FM 443945.1 (CEI Services)**” to the most qualified responsive and responsible proposer, HBC Engineering Company; authorizing the City Manager to execute the proposed professional services agreement with HBC Engineering Company for the provision of services, in an amount not-to-exceed \$287,829.20. *(City Engineer Salvador Zuniga)*

Attachments: [R8493 Award of RFQ 25-04-21 CEI Professional Svcs MCS PHASE III with bac](#)

9. Temp. Reso. #R8505 approving an agreement for contractor operated parts store services with Genuine Parts Company d/b/a NAPA Auto Parts in the combined total amount of \$2,115,000 for the period December 30, 2025, through December 3, 2028, utilizing Sourcewell Contract No. 090624 entitled, “**Vendor Managed Inventory Logistics Management Solutions for Fleets and Facilities**”. *(Public Works Deputy Director Kirk Hobson-Garcia and Procurement Director Alicia Ayum)*

PUBLIC PARTICIPATION (7:30 – 8:00 P.M.)

OTHER BUSINESS

Reports and Comments:

Commission Reports:

City Attorney Reports:

10. Temp. Reso. #R8538 approving the amended **employment agreement** for City Manager services between **Dr. Roy L. Virgin** and the City of Miramar. *(City Attorney Norman Powell)*

Attachments: [R8538 Amended Employment Agreement between the City and Roy L. Virgin w](#)

City Manager Reports:

FUTURE WORKSHOP

11/17/25 - 5:00 P.M. - Care ATC Health & Wellness Center - Commission Chambers

ADJOURNMENT

11. Motion to Adjourn

THE NEXT REGULARLY SCHEDULED CITY COMMISSION MEETING IS:

Wednesday, November 5, 2025 at 7:00 P.M.