

# City of Miramar, FL

*2300 Civic Center Place, Miramar, FL 33025*



## Meeting Agenda

**Wednesday, July 9, 2025**

**7:00 PM**

**Commission Chambers**

### **CITY COMMISSION REGULAR MEETING**

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

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**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**

Proclamation: Parks & Recreation Month. (Mayor Wayne M. Messam)

Proclamation: Bahamian Independence Day. (Commissioner Avril Cherasard)

Proclamation: UV Safety Awareness Month. (Commissioner Avril Cherasard)

Presentation: Caribbean American Heritage Month Celebration. (Commissioner 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 Regular Commission Meeting of June 4, 2025, June 17, 2025, and July 9, 2025, will be placed on the September 3, 2025 Commission Meeting Agenda.

**Attachments:** [Minutes to be placed on future meeting](#)

2. Temp. Reso. #R8448 approving the purchase of contracted **laboratory testing services** in the amount of \$50,000 from Advanced Environmental Laboratories, Inc., for a total expenditure of \$124,999 for the Fiscal Year 2025. *(Utilities Water Quality Control Manager David Herring)*

**Attachments:** [TR8448 Purchase of Contracted Laboratory Testing Services with backup](#)

3. Temp. Reso. #R8450 approving the award of Invitation for Bids No. 25-020 entitled "**Perimeter Fence Installation at the West Water Treatment Plant**" to the lowest, responsive and responsible bidder, Eastern Harbour Group, Inc.; authorizing the City Manager to execute the appropriate agreement with Eastern Harbour Group, Inc., in an amount of \$220,000 and approving a project allowance in the amount of \$80,000 for a total project amount not-to-exceed \$300,000. *(Utilities Project Manager Dwight Shim-you and Procurement Director Alicia Ayum)*

Attachments: [TR8450 Perimeter Fence Installation at WW Treatment Plant with backup](#)

4. Temp. Reso. #R8449 approving an **ArcGIS Enterprise Upgrade** and **ArcGIS Managed Services** with NV5 Geospatial, Inc. in an amount not-to-exceed \$120,517.50, waiving the competitive bidding requirements in accordance with City Code Section 2-413 (4) and (11c). *(Utilities Assistant Director Ronnie Navarro)*

Attachments: [TR8449 ArcGIS Enterprise Server Upgrade with backup](#)

5. Temp. Reso. #R8451 approving the award of Invitation for Bids No. 25-021, entitled "**Underground Conduit Installation On Miramar Parkway From Douglas Road To Palm Avenue,**" to the lowest responsive and responsible bidder, Florida Keys Contractors L.L.C.; authorizing the City Manager to execute the proposed agreement with Florida Keys Contractors L.L.C., in an amount not-to-exceed \$80,855. *(City Engineer Salvador Zuniga)*

Attachments: [TR8451 Award of IFB 25-021 Underground Conduit Installation with back up](#)

6. Temp. Reso. #R8338 approving the award of Invitation for Bids No. 25-017 entitled "**Aquatic Plant Harvester**" to Weedoo Greenboat Inc., the lowest responsive responsible bidder, with a bid amount of \$98,515, during Fiscal Year 2025. *(Public Works Assistant Director Steven Hastings and Procurement Director Alicia Ayum)*

Attachments: [TR8338 Aquatic Harvester Weedoo Boat Purchase with backup](#)

7. Temp. Reso. #R8456 approving and accepting the **Stormwater Master Plan Standard Grant Agreement** between the City of Miramar and the State of Florida Department of Environmental Protection in the amount of \$250,000, to develop a Stormwater Master Plan. *(Public Works Senior Engineering Manager Marilyn Markwei)*

Attachments: [TR8456 FDEP Grant Stormwater Master Plan with backup](#)

8. Temp. Reso. #R8444 approving the renewal of the **Multi-Factor Authentication software licenses** with AIP-UP, L.L.C., providing for the software support and maintenance for the Citywide software application, in an amount not-to-exceed \$145,970. *(Information Technology Assistant Director Ricardo M. Simonis)*

Attachments: [TR8444 Multi-Factor Authentication Renewal FY25 with backup](#)

9. Temp. Reso. #R8446 ratifying the emergency **purchase of security software services and licenses** from Mission Critical Systems, L.L.C., in the amount of \$61,778, utilizing State of Florida contract 43230000-NASPO-16-ACS, for a total expenditure of \$113,521 for Fiscal Year 2025. *(Information Technology Information Systems Manager Vanessa Sauveur)*

Attachments: [TR8446 Ratification Security Software Services](#)

10. Temp. Reso. #R8463 approving the purchase of **equipment upgrades and improvements to the smoke control and building automation systems** at the **Miramar Cultural Center Artspark** from Trane U.S., Inc., in the amount of \$498,411; allocating a contingency allowance of \$50,000, for a total project cost of \$548,411, utilizing Omnia Partners Racine County Wisconsin Contract No. 3341. *(Acting Deputy Public Works Director Kristy Gilbert and Procurement Director Alicia Ayum)*

Attachments: [TR8463 MCC Smoke & Building Automation Systems Impr with backup](#)

11. Temp. Reso. #R8464 approving the **purchase of various goods** by all City departments from W.W. Grainger, Inc., in an amount of \$200,000 for Fiscal Year 2025, through the utilization of Sourcewell Contract #091422-WWG. *(Public Works Fiscal Operations Manager Tecora Noble and Procurement Director Alicia Ayum)*

Attachments: [TR8464 W.W. Grainger Inc. Citywide with backup](#)

12. Temp. Reso. #R8445 approving the second one-year renewal of the **security guard services** agreement between City of Miramar and Bright Light Security Services, L.L.C., in the amount of \$453,000, for the renewal term. *(Cultural Affairs Assistant Director Zakiya Kelley)*

Attachments: [TR8445 Second Renewal Bright Light Security with backup](#)

13. Temp. Reso. #R8442 approving the **Energy, Efficiency and Conservation Block Grant Program Award and Grant Agreement** between the U.S. Department of Energy and the City of Miramar for electric vehicle charging stations in an amount not-to-exceed \$173,180. *(Energy & Resources Manager Rasheed McCallum)*

Attachments: [TR8442 EECBG Grant EV Chargers with backup](#)

14. Temp Reso. #R8454 authorizing the City Manager to execute the release of a Combination Agreement that required **several platted lots to be treated as one building site**, enacted via City Commission Resolution 96-145, and in its replacement, the adoption of a covenant running with the land in lieu of a Unity of Title, providing that the subject property, located at 7481, 7451, 7429, 7377, and 7401 Riviera Boulevard, continues to be developed in accordance with the approved site plan on record, titled **Megacenter Miramar**, and approved via City Commission Resolution 16-170. *(Building, Planning, & Zoning Senior Planner Deyman Rodriguez)*

Attachments: [TR8454 Megacenter Covenant Agreement with backup](#)

15. Temp. Reso. #R8459 authorizing the expenditure of \$75,000 of Law Enforcement Trust Funds necessary for **advanced training** for the Miramar Police Department. *(Police Assistant Chief Tysheika Shaw-Williams)*

Attachments: [TR8459 Law Enforcement Trust Funds for Advanced Training for MPD with bac](#)

**End of Consent**

**RESOLUTIONS**

16. Temp. Reso. #R8465 approving **appointments** to various city boards. *(City Clerk Denise A. Gibbs)*

Attachments: [R8465 Board Appointments](#)

17. Temp. Reso. #R8458 approving the expenditure of \$78,500 from the City of Miramar's **70th Anniversary Sponsorship Funds** to support various non-profit organizations and provide scholarships to Miramar students. *(Chief of Staff Kassandra Lindsay-Carvalho)*

Attachments: [TR8458 Expenditure of Sponsorship Funds with backup](#)

18. Temp. Reso. #R8433 relating to the provision of fire protection services, facilities, and programs in the City of Miramar, Florida; establishing the estimated assessment rate for **Fire Protection Assessments** for the Fiscal Year beginning October 1, 2025; directing the preparation of an Assessment Roll; authorizing a Public Hearing and directing the provision of notice thereof. *(Management & Budget Director Rafael Sanmiguel)*

Attachments: [TR8433 FY26 Fire Item with backup](#)

19. Temp. Reso. #R8434 establishing a **proposed millage rate for tax year 2025 (Fiscal Year 2026)**; providing for the rolled-back rate; providing for the date, time, and place of the Public Hearing to consider the proposed millage rate and tentative budget; providing for advertisement and for transmittal to the Property Appraiser and Tax Collector. *(Management and Budget Director Rafael Sanmiguel)*

Attachments: [TR8434 FY26 Millage Item](#)

20. Temp. Reso. #R8452 approving the award of Invitation for Bids No. 25-015, entitled "**AC Perry K-8 Sidewalk Improvements, FDOT-Lap Project No. FM 446552-1,**" to the lowest responsive and responsible bidder, Homestead Concrete & Drainage, Inc.; authorizing the City Manager to execute the proposed agreement with Homestead Concrete & Drainage, Inc., in an amount not-to-exceed \$1,050,000.03 and allocating a 10% construction contingency allowance of \$105,000, for a total project cost of \$1,155,000.03. *(City Engineer Salvador Zuniga)*

Attachments: [TR8452 Award of IFB 25-015 AC Perry K-8 with backup](#)

21. Temp. Reso. #R8453 approving the final ranking and award of Florida Department of Transportation Request for Qualifications No. 25-03-15, entitled "**Contract Administration Services for AC Perry K-8 School Improvements Project - FM 446552.1 (CEI Services)**" to the most qualified responsive and responsible proposer, Carnahan, Proctor & Cross, Inc.; authorizing the City Manager to execute the proposed professional services agreement with Carnahan, Proctor & Cross, Inc. for the provision of services, in an amount not-to-exceed \$236,455.95. *(City Engineer Salvador Zuniga)*

Attachments: [TR8453 Award of RFQ CEI Professional Svcs AC PERRY K-8 with backup](#)

22. Temp. Reso. #R8437 relating to the provision of **Stormwater Management Services** in the City of Miramar, Florida; establishing the preliminary Stormwater Assessment rate for stormwater management services for the Fiscal Year beginning October 1, 2025; directing the preparation of an Assessment Roll; authorizing a Public Hearing and directing the provision of notice thereof. *(Public Works Senior Engineering Manager Marilyn Markwei)*

Attachments: [TR8437 Stormwater FY26 Prelim. Rate Assessment with backup](#)

23. Temp. Reso. #R8460 approving the **donation of surplus City of Miramar property**, specifically one (1) Public Safety Police passenger van, valued at or less than \$5,000, to the Justice Project of South Florida, Inc., in accordance with Florida Statutes § 274.06, entitled "Disposition of Surplus Property". ***(Sponsored by Commissioner Carson Edwards)***  
*(Acting Public Works Director Kirk Hobson-Garcia)*

Attachments: [TR8460 Donation of 1 Public Safety Van](#)



24. Temp. Reso. #R8443 approving Change Order #2 and amending the original agreement between the City and Plumber Mikes, Inc., for **pipeline service leak repairs and replacements** in the amount of \$1,227,650 with a project allowance of \$123,000 for a total amount of \$1,350,650. *(Utilities Field Operations Manager Junior Francis)*

Attachments: [TR8443 Change Order #2 Plumber Mikes Pipeline Replacement with backup](#)

25. Temp. Reso. #R8466 authorizing the expenditure of one million five hundred thousand dollars (\$1,500,000) to **Florida Community Development Corporation** for site work, infrastructure improvements, park development, other drainage and construction related improvements; ratifying all necessary actions taken for the disbursement of this expenditure. *(Chief Capital Improvement Program Officer Elizabeth Valera)*

Attachments: [TR8466 FCDC 1.5M Expenditure with backup](#)

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

**ORDINANCE**

26. **FIRST READING** of Temp. Ord. #O1850 amending the Land Development Code of the City of Miramar, pursuant to Section 302 of said Land Development Code and Section 166.041(3)(c)(2), Florida Statutes, more specifically, by amending Chapter 4, entitled “Zoning,” at Section 405.11, entitled “Hotels, Motels, Timeshares, Bed & Breakfast, Vacation Rentals, Short Term Rentals, Live-Work, Micro-Units,” **to remove the minimum general liability insurance coverage for vacation rentals;** making findings; providing for repeal; providing for severability; providing for correction of scrivener’s errors; providing for codification; and providing for an effective date; and providing for an effective date. *(Sponsored by Commissioner Maxwell B. Chambers) (Building, Planning, & Zoning Senior Planner Deyman Rodriguez)*

SECOND READING SCHEDULED for September 3, 2025

Attachments: [O1850 - 1st READING VACATION RENTALS ORDINANCE](#)

**PUBLIC HEARING**

27. **SECOND READING** of Temp. Ord. #O1847 amending the Land Development Code of the City of Miramar, pursuant to Section 302 of said Land Development Code and Section 166.041(3)(c)(2), Florida Statutes, more specifically by amending Chapter 3, entitled "Processes," at Section 321, entitled "Zoning Certificates of Use," to provide for **prorated fees for new businesses; and further provide for the annual renewal of Zoning Certificates of Use**, in order to ensure that all existing businesses in the City comply with the City's Land Development Code, the City's Code of Ordinances, Building Code and Life Safety Requirements, and other applicable code and regulations, and ultimately protect the City's residents and consumers from the harmful effects of illegal business operations; making findings; providing for repeal; providing for severability; providing for correction of scrivener's errors; providing for codification; and providing for an effective date. ***(Passed 1st Reading on 06/17/25) (Staff requests continuance to the meeting of 10/22/25) (Building, Planning & Zoning Senior Landscape Planner Sue-Ling Rosario)***

**Attachments:**

Staff Requests Continuance

TO1847 First Reading Zoning Certificate of Use LDC Amendment

28. **SECOND READING** of Temp. Ord. #O1830 amending the Land Development Code of the City of Miramar, pursuant to Section 302 thereof, and Sections 166.041(3)(a) and 553.3(5), Florida Statutes; amending Chapter 8, "Development Standards of General Applicability," by repealing, reenacting, revising, and reorganizing Section 816, "Storm Drainage, Water Management Design and Floodplain Management Standards;" amending Chapter 2, "Definitions," by expanding and merging the content of Subsection 816.9, "Definitions," under Section 202, "Specific Terms;" and **creating a new Chapter 6, "Floodplain Management,"** to relocate therein all subsections of Section 816, except Subsection 816.9; to reformat and amend previously adopted local technical amendments to the Florida Building Code for the purpose of participating in the National Flood Insurance Program's Community Rating System promulgated pursuant to Title 42 United States Code, Section 4022; providing for higher design flood elevation; providing for conformity with the Florida Building Code; providing for an expanded and consolidated list of definition of terms; providing for ease of reference and the removal of antiquated content; making findings; providing for repeal; providing for severability; providing for correction of scrivener's errors; providing for codification; and providing for an effective date. **(Passed 1st Reading on 06/17/25)** *(Building, Planning and Zoning Assistant Director Tekisha Jordan)*

Attachments: [2nd Reading of TO1830 Floodplain Related LDC Amendment](#)  
[1st Reading of TO1830 Floodplain Related LDC Amendment](#)

29. **SECOND READING** of Temp. Ord. #O1849 approving the second amendment of the **Fiscal Year 2025 Operating and Capital Improvement Program Budget;** and providing for an effective date. **(Passed 1st Reading on 06/17/25)** *(Management & Budget Assistant Director Yenevin Capote)*

Attachments: [O1849 FY25 Second Reading 2nd Budget Amendment with backup](#)  
[O1849 FY25 First Reading 2nd Budget Amendment with backup](#)

30. Temp. Reso. #R8432 adopting the **Consolidated Plan for the five-year period covering 2025-2030** and the **Annual Action Plan for Program Year 2025-2026**; authorizing the City Manager to make non-substantive changes that may be identified during the review process that do not significantly affect the purpose, scope, budget, or intent of the plan; authorizing the City Manager to execute the required certifications and other applicable documents; authorizing submission of the plan to the U.S. Department of Housing and Urban Development; authorizing the appropriation of federal funds when received. *(Chief Housing Administrator Katherine Randall)*

Attachments: [TR8432 CDBG 2025-2030 ConPln and 2025-2026 Annual Plan with backup](#)

31. Temp. Reso. #R8438 approving amendments to Program Years 2023-2024 and 2024-2025 **Community Development Block Grant Action Plans**; authorizing the reallocation of funds to Rental Assistance; authorizing the submission of the Action Plan amendments to the U.S. Department of Housing and Urban Development. *(Chief Housing Administrator Katherine Randall)*

Attachments: [TR8438 CDBG 2023-2024 and 2024-2025-AAP Amendment with backup](#)

### **OTHER BUSINESS**

**Reports and Comments:**

**Commission Reports:**

**City Attorney Reports:**

**City Manager Reports:**

### **ADJOURNMENT**

32. Motion to Adjourn

**THE NEXT REGULARLY SCHEDULED CITY COMMISSION MEETING IS:**

**Wednesday, September 3, 2025 at 7:00 PM**