

City of Miramar, FL

2300 Civic Center Place, Miramar, FL 33025



Meeting Agenda

Wednesday, November 5, 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*

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: Panamanian Independence Day and Heritage Month. (Vice Mayor Yvette Colbourne)

Proclamation: National Recycling Day. (Vice Mayor Yvette Colbourne)

Proclamation: National Hunger and Homelessness Awareness Month. (Mayor Wayne M. Messam)

Proclamation: Epilepsy Awareness Month. (Mayor Wayne M. Messam)

Proclamation: 602-HELP Month. (Mayor Wayne M. Messam)

Proclamation and Presentation: National Veterans and Military Family Month. (Mayor Wayne M. Messam)

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 Commission Meeting of October 15, 2025.

Attachments: [10-15-25 Special Commission Minutes](#)

2. Temp. Reso. #R8517 authorizing the acceptance of grant funding from the Areawide Council on Aging of Broward County, Inc., for the period from January 1, 2026, through December 31, 2026; approving and authorizing the City Manager to execute the funding agreement with the Areawide Council on Aging to provide **senior center services**. (*Social Services Assistant Director David Haggerty*)

Attachments: [TR8517 Funding Agreement #JA126-05-2026 with backup](#)

3. Temp. Reso. #R8518 approving the expenditure of \$214,974.50 in Law Enforcement Trust Funds to **purchase equipment** for **Police Department operations** from various vendors in the amount of \$311,458. (*Police Major Matias Wilson and Procurement Director Alicia Ayum*)

Attachments: [TR8518 Expenditure of LETFs to Purchase Equip. for PD Operations with backu](#)

4. Temp. Reso. #R8514 approving the purchase of **software renewal** and **maintenance services** from Insight Public Sector Inc., in the amount of \$319,043 in Fiscal Year 2026, utilizing Omnia Partners contract #23-6692-03. (*Police Senior Manager Tonia Thompson*)

Attachments: [TR8514 Expenditure for software through Insight Public Sector Inc. with backup](#)

5. Temp. Reso. #R8522 authorizing the City Manager to execute a Local Agency Program agreement with the State of Florida Department of Transportation, providing financial assistance to the City for **design services** of Project FM # 448290.1 - **Honey Hill Drive from Flamingo Road to SW 55TH Street**. (*City Engineer Salvador Zuniga*)

Attachments: [R8522 - Honey Hill Drive - LAP Agreement with backup](#)

6. Temp. Reso. #R8537 approving the second one-year renewal and premium rates for **dental insurance** with Delta Dental Insurance Company in an amount not-to-exceed \$710,690 for City employees and their dependents for Calendar Year 2026; approving the second one-year renewal and premium rates for **vision insurance** with Humana in an amount not-to-exceed \$120,587 for City employees and their dependents for Calendar Year 2026. (*Human Resources Deputy Director Angelita Deirish*)

Attachments: [TR8537 Dental and Vision 2026 Renewal with backup](#)

7. Temp. Reso. #R8546 approving the award of an agreement to Commercial Risk Management, Inc., for third party **claims administration services** in an amount not-to-exceed \$79,275, resulting from Request for Proposal No. 25-03-14; authorizing the City Manager to execute an agreement with Commercial Risk Management, Inc., for a term of three years, commencing on April 1, 2026, with three one-year renewal options. *(Chief Human Resources Officer/Director of Human Resources Kanika Stamp)*

Attachments: [TR8546 Third Party Claims Service Award to Commercial Risk Mgmt with backu](#)

End of Consent

RESOLUTIONS

8. Temp. Reso. #R8552 approving **appointments** to the **Elderly Advisory Board**. *(City Clerk Denise A. Gibbs)*

Attachments: [R8552 Board Appointment with backup](#)

9. Temp. Reso. #R8551 approving the extension of the agreement with Aetna Life Insurance Company for the provision of **employee group health insurance programs** for City employees, dependents and retirees; establishing actuarial equivalent rates for insurance premiums for Calendar Year 2026 to include 100% of expected claims in an amount of \$16,100,000 and administration and stop loss fees in an amount of \$2,400,400 adding a contingency in an amount not-to-exceed 7%, or \$1,296,000, of the anticipated annual expenses, totaling a not-to-exceed amount of \$19,796,400. *(Chief Human Resources Officer/Director of Human Resources Kanika Stamp)*

Attachments: [TR8551 Aetna Second Renewal Extension with backup](#)

10. Temp. Reso. #R8554 approving the second renewal agreement with **Standard Insurance Company** for group life, accidental death and dismemberment, long term disability and voluntary insurance programs for City employees, dependents and retirees in an amount of \$1,357,830 for Calendar Year 2026. *(Human Resources Deputy Director Angelita Delrish)*

Attachments: [R8554 - The Standard Second Renewal with backup1](#)

11. Temp. Reso. #R8332 stating the City's intent to levy a non-ad valorem special assessment within the incorporated area of the City of Miramar for the provision of **residential solid waste management services**; electing to use the uniform method of collection provided for by State Statute. *(Solid Waste & Recycling Manager Ralph Trapani)*

Attachments: [R8332_Solid Waste Intent to Levy with backup](#)

12. Temp. Reso. #R8519 approving the award of Invitation for Bids No. 25-033, entitled "**Bus Shelter Improvements**" BC-MIRA020 - Surtax Project to Naysac Corp., the lowest responsive responsible bidder with a bid amount of \$980,000. *(Senior Engineering Manager Marilyn Markwei and Procurement Director Alicia Ayum)*

Attachments: [TR8519 IFB 25-033 Award Surtax Bus Shelter Project with backup](#)

13. Temp. Reso. #R8563 authorizing the execution of an agreement with the Broward County Tax Collector for the **uniform collection of non-ad valorem assessments**. **(ITEM FORTHCOMING)** *(Management & Budget Director Rafael Sanmiguel)*

Attachments: ITEM FORTHCOMING

ORDINANCES

14. **FIRST READING** of Temp. Ord. #O1854 approving the end-of-year amendment of the **Fiscal Year 2025 Operating and Capital Improvement Program Budget**; providing for severability; and providing for an effective date. *(Management & Budget Assistant Director Yenevin Capote)*

SECOND READING SCHEDULED for November 17, 2025

Attachments: [TO1854 First Reading FY25 Final Budget Amendment with backup](#)

15. **FIRST READING** of Temp. Ord. #O1856 amending City Code of Ordinances Chapter 15 "Pensions," Article III **"Firefighters' Pension Plan and Trust Fund,"** Section 15-79, contributions; amending Section 15-93, Chapter 175 Share Account; providing for severability; providing for codification; and providing for an effective date. (*Chief Human Resources Officer/Human Resources Director Kanika Stamp*)

SECOND READING SCHEDULED for November 17, 2025

Attachments: [TO1856 Firefighters' Pension Plan CBA alignment with backup](#)

PUBLIC HEARING

16. Temp. Reso. #R8557 **settling** Broward County, Florida Circuit Court **Case No. CACE-24-018160**; approving Plat Application No. 2404934, Site Plan Application No. 2402241 and Community Appearance Board Application No. 2402598 for an 84-unit, mid-rise affordable housing development on the 2.13-acre vacant parcel of property located at 3300 Foxcroft Road and identified by Broward County Parcel ID Number 514129010091. (*City Attorney Norman Powell*)

Attachments: [R8557 Settling Case RE Site Plan App for Foxcroft Rd with backup](#)

OTHER BUSINESS

Reports and Comments:

17. **Advisory Board Updates:**

- Affordable Housing Advisory Board
- Blasting Citizen Advisory Board
- Civil Service Board
- Cultural Center ArtsPark Advisory Board
- Economic Development Advisory Board (EDAB)

Attachments: [Affordable Housing Advisory Committee Report](#)
[Blasting Advisory Board Quarterly Report](#)
[Civil Service Advisory Board Report](#)
[Cultural Center Artspark Quarterly Advisory Board Report](#)
[EDAB Quarterly Advisory Board Report](#)

Commission Reports:

City Attorney Reports:

City Manager Reports:

FUTURE WORKSHOPS

11/05/25 - 5:00 P.M. - Proposed City Space - Commission Chambers

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

ADJOURNMENT

18. Motion to Adjourn

THE NEXT REGULARLY SCHEDULED CITY COMMISSION MEETING IS:

Monday, November 17, 2025 at 7:00 P.M.