

# City of Miramar, FL

*2300 Civic Center Place, Miramar, FL 33025*



## Meeting Agenda

**Monday, June 12, 2023**

**7:00 PM**

**REVISED - RESCHEDULED FROM 6/7/23**

**Commission Chambers**

**CITY COMMISSION REGULAR MEETING**

*Mayor Wayne M. Messam  
Vice Mayor Alexandra P. Davis  
Commissioner Winston F. Barnes  
Commissioner Maxwell B. Chambers  
Commissioner Yvette Colbourne*

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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: Immigrant Heritage Month. (Mayor Wayne M. Messam)

Proclamation: Juneteenth. (Mayor Wayne M. Messam)

Proclamation: CPR & AED Awareness Week. (Mayor Wayne M. Messam)

Presentation: Legislative Update. (Representative Robin Bartleman)

Presentation: Disaster Assistance. (US Small Business Administration Office of Disaster Recovery & Resilience Public Affairs Specialist Timothy D. Watson) (Sponsored by Mayor Wayne M. Messam)

Presentation: Recognition of Building, Planning and Zoning Staff. (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 Regular Commission Meeting of April 12, 2023.

**Attachments:** [Commission Minutes 041223](#)

2. **ITEM PULLED**

3. Temp. Reso. #R7894 accepting an **Absolute Bill of Sale and Easement** from ANR Hotels, Inc., for the **water system improvements** to serve **Holiday Inn Express and Suites**; accepting a One-Year Maintenance Bond in the amount of \$30,167.50 from ANR Hotels, Inc. *(City Engineer Salvador Zuniga)*

Attachments: [R7894 Water System Improvements for Holiday Inn Express and Suites with ba](#)

4. Temp. Reso. #R7887 accepting an **Absolute Bill of Sale and Easement** from El Car Wash Miramar, L.L.C., for the **water system improvements** to serve **National Express Wash Miramar**; accepting a One-Year Maintenance Bond in the amount of \$12,910 from El Car Wash Miramar, L.L.C. *(City Engineer Salvador Zuniga)*

Attachments: [R7887 Water System Improvements for National Express Wash with backup](#)

5. Temp. Reso. #R7888 approving the renewal of **Janitorial Services Agreement** with United States Service Industries, Inc., in the amended annual amount of \$634,123 inclusive of a contingency allowance in the amount of \$14,582, for the second one-year renewal period, commencing September 2, 2023. *(Public Works Assistant Director Kirk Hobson-Garcia)*

Attachments: [R7888 Janitorial Services Second Renewal with backup](#)

6. Temp. Reso. #R7898 approving the purchase of **HVAC maintenance and repair parts and services** from Trane U.S. Inc., in the additional amount of \$71,000, for total expenditures during Fiscal Year 2023 in the amount of \$141,000; utilizing OMNIA Partners, Public Sector (National IPA and U.S. Communities) Contract No. 3341 entitled "HVAC Products, Installation, Labor Based Solutions, and Related Products and Services". *(Public Works Assistant Director Kirk Hobson-Garcia)*

Attachments: [R7898 Trane US Inc. Expenditures with backup](#)

7. Temp. Reso. #R7899 approving the purchase of additional parts for **Contractor Operated Parts Store Services** with Genuine Parts Company D/B/A NAPA Auto Parts, for the balance of Fiscal Year 2023; utilizing Sourcewell RFP No. 110520 entitled "Fleet and Facility Related Vendor Managed Inventory and Logistics Management Solutions". *(Public Works Assistant Director Kirk Hobson-Garcia)*

Attachments: [R7899 NAPA Expenditures with backup](#)

8. Temp. Reso. #R7877 approving the **renewal of Landscaping, Irrigation Maintenance, and Litter Control Services Agreements** with Distinctive Property Maintenance Inc., in the amended annual amount of \$412,500, Mainguy Environmental Care, Inc., doing business as Mainguy Landscape Services in the amended annual amount of \$169,462, and DynaServ Florida, L.L.C., in the amended annual amount of \$265,847, for a total combined amended annual amount of \$847,808 for the first one-year renewal period, commencing September 1, 2023. *(Public Works Director Anthony Collins and Procurement Director Alicia Ayum)*

Attachments: [R7877 Renewal of Landscaping Agreement under IFB 21-015 with backup](#)

9. Temp. Reso. #R7896 approving the award of Invitation for Bids No. 23-015, entitled "**Hauling & Disposal of Sand, Rags & Grit from Aeration Basin # 5 at WWRF**", to U.S. Submergent Technologies, L.L.C., in an amount not-to-exceed \$198,000 to clean the Aeration Basin No.5 at Wastewater Reclamation Facility. *(Utilities Director Francois Domond)*

Attachments: [R7896 WWRF Aeration Basion No.5 Sediment Removal with backup](#)

10. Temp. Reso. #R7900 approving a small **Government Enterprise License Agreement** with Environmental Systems Research Institute, Inc. ("ESRI"), in an amount not-to-exceed \$339,900, over a three-year renewal period payable at an annual rate of \$113,300; waiving the competitive bidding requirements in accordance with City Code Section 2-413 (4 and 11c). *(Utilities Director Francois Domond)*

Attachments: [R7900 - ESRI Enterprise Agreement 2023 with backup](#)

11. Temp. Reso. #R7905 authorizing the **City's application** for a **Florida Department of State Cultural Facilities program grant** for the replacement of sound and lighting components that is integral to the performance standards of the Miramar Cultural Arts Center; and providing that, if awarded, the City will provide a total two to one match of \$1,000,000 from the City's Fiscal Year 2024 Capital Improvement Program Budget appropriated for this facility. *(Cultural Affairs Assistant Director Zakiya Kelley)*

Attachments: [R7905 Florida State Cultural Facilities grant with backup](#)

**End of Consent**

**RESOLUTION**

12. Temp. Reso. #R7897 approving the award of Invitation for Bid ("IFB") No. 23-019, entitled: **"Milling and Resurfacing, Sidewalk ADA Upgrades and Drainage Apron Installation BC-MIRAM-FY2020-00002 - Surtax Project"**, to Weekley Asphalt Paving, Inc., the lowest responsive responsible bidder, with a bid amount of \$1,685,871, and allocating a nine percent construction allowance in the amount of \$151,728 for a total project cost of \$1,837,599. *(Public Works Director Anthony Collins and Procurement Director Alicia Ayum)*

Attachments: [R7897 IFB 23-019 Award with backup](#)

**PUBLIC HEARING**

13. **SECOND READING** of Temp. Ord. #O1805 **amending City Code** Section 16-4, positions covered and excluded, to update the positions covered under the City's Classified Civil Service and Section 16-324, **Employment of Relatives**, to include the flexibility for the Human Resources Director to confirm that any perceived or actual conflict of interest that may exist between related employees has been removed through internal controls, policies and procedures and then requiring the higher ranked employee to recuse him or herself from any human resources related recommendations or actions involving the related employee thus eliminating the conflict of interest; and providing for an effective date. ***(Passed 1st Reading on 05/03/23)*** *(Human Resources Director Randy Cross)*

Attachments: [O1805 2nd Reading Civil Service Code Changes Phase 1](#)  
[O1805 1st Reading Civil Service Code Changes Phase 1](#)

**OTHER BUSINESS**

**Reports and Comments:**

**Commission Reports:**

**City Attorney Reports:**

**City Manager Reports:**

**FUTURE WORKSHOPS**

**7/5/23 - 5:30 P.M. - Sister Cities Board Workshop - Commission Chambers**

**ADJOURNMENT**

14. Motion to adjourn.

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

**Wednesday, June 21, 2023 at 7:00 P.M.**