

# City of Miramar, FL

*2300 Civic Center Place, Miramar, FL 33025*



## Meeting Agenda

**Wednesday, November 4, 2020**

**7:00 PM**

**REVISED**

**Commission Chambers/Virtual**

### **CITY COMMISSION REGULAR MEETING**

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

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

Presentation: COVID 19 and Emergency Management Update. (Fire Rescue Emergency Management Planner Josh Green)

**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 Commission Workshop Meeting of October 14, 2020 and Regular Commission Meeting of October 28, 2020 will be placed on the November 16, 2020 Agenda.

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

2. Temp. Reso. #R7282 authorizing the acceptance of **grant funding** from the Areawide Council on Aging of Broward County, Inc., in the amount of \$646,184 for the period from January 1, 2021 through December 31, 2021; approving and authorizing the City Manager to execute the funding agreement with the Areawide Council on Aging to provide **senior center services**. (*Community Services Director Katrina Davenport*)

**Attachments:** [R7282 Grant Funding from the Areawide Council on Aging with backup](#)

3. Temp. Reso. #R7288 accepting an **Absolute Bill of Sale, Easement and Warranty Deed** for Wastewater Pump Station Parcel from FC Miramar Phase II, LLC, for the water, sewer and reuse water system improvements to serve **Catalina at Miramar**; authorizing the release of Surety Bond No. K15775236 in the amount of \$1,954,626.62 and accepting a One-Year Maintenance Bond in the amount of \$370,564.31 from FC Miramar Phase II, LLC. *(Assistant City Engineer Salvador Zuniga)*

Attachments: [R7288 Water Sewer & Reuse Water System Improvements for Catalina at Miramar](#)

4. Temp. Reso. #R7289 approving and authorizing the City Manager to execute the proposed **Buffer Wall Maintenance Agreement** between the City of Miramar and **Silver Shores Homeowners Association, Inc.** for the maintenance of the buffer wall located within the public right-of-way owned by the City and adjacent to the Silver Shores Development along Pembroke Road. *(Assistant City Engineer Salvador Zuniga)*

Attachments: [R7289 Buffer Wall Maintenance Agreement with Silver Shores HOA with backup](#)

5. Temp. Reso. #R7290 approving the **purchase of water meters and associated meter parts** from Sensus USA, in an amount not-to-exceed \$250,000.00; waiving the competitive bidding requirements in accordance with City Code Section 2-413(3). *(Utilities Director Roy Virgin and Procurement Director Alicia Ayum)*

Attachments: [R7290 Water Meter Replacement FY2021 with backup](#)

6. Temp. Reso. #R7304 authorizing the purchase of **COVID-19 testing kits and related medical supplies** in an amount not-to-exceed \$250,000 from the City's Medical Director, Boaz Rosenblatt, M.D., doing business as BSR Medical, LLC, and in an amount not-to-exceed \$250,000 from CareATC, Inc. through the end of the **second quarter of Fiscal Year 2021**. *(Human Resources Director Randy Cross)*

Attachments: [R7304- Covid Testing for Employees with backup](#)

**End of Consent**

**RESOLUTION**

7. Temp. Reso. #R7298 approving the ranking for Request for Qualifications No. 20-02-15 for **Guaranteed Energy Water, and Wastewater Performance Saving Contracting Services**; authorizing the City Manager to begin negotiations with the highest ranked proposer, Siemens Industry, Inc. *(Assistant City Manager Kelvin L. Baker Sr. and Procurement Director Alicia Ayum)*

Attachments: [R7298 Guaranteed Energy Water and Wastewater Performance Savings Contr:](#)

8. **ITEM PULLED**  
Temp. Reso. #R7172 approving the adoption of the **Public Agencies Post-Employment Benefits Trust**, as administered by Public Agency Retirement Services; approving the use of the trust with the assets to be held in trust; approving the Administrative Services Agreement with PARS; ("PARS") approving the establishment of accounts and sub-accounts as necessary; approving the investment policy for the investment of the assets designated and invested for pension stabilization, and/or OPEB Stabilization under the administration of Public Agency Retirement Services. *(Continued from the meeting of 10/28/20) (Financial Services Director Kevin E. Adderley)*

Attachments: [ITEM PULLED](#)

### **ORDINANCE**

9. **FIRST READING** of Temp. Ord. #O1765 approving the **end-of-year amendment** of the **Fiscal Year 2020 Operating and Capital Improvement Program Budget**; and providing for an effective date. *(Management & Budget Director Rafael SanMiguel)*

SECOND READING SCHEDULED for November 16, 2020

Attachments: [O1765 First Reading FY20 Third Budget Amendment with backup](#)

10. **FIRST READING** of Temp. Ord. #O1756 authorizing the creation of the **2020 Five Year Workforce Reduction / Early Retirement Incentive Program ("ERIP")** for the explicit purposes of reducing the City's full time workforce through a combination of pension and medical insurance incentives, permanent elimination of the budgeted full time equivalent position of each employee that makes the irrevocable election to participate in the ERIP, requiring coordination in the FY2021, FY2022, FY2023, FY2024 and FY2025 adopted budgets, the reduction of positions, as a result of this Program, and funding for the medical benefits and lump-sum distribution options offered to participants in the ERIP, and budgeting the cost savings provided as a result of the ERIP; providing for severability and interpretation; providing for inclusion in the Code; providing that officials are authorized to take action; and providing for an effective date. *(Continued from the Meeting of 08/19/20) (Human Resources Director Randy Cross)*

SECOND READING SCHEDULED for November 16, 2020

Attachments: [O1756 - 2020 Five Year Workforce Reduction Early Out Program with backup](#)

11. **FIRST READING** of Temp. Ord. #O1760 amending Chapter 15, Article V, of the City Code of the City of Miramar related to the **General Employee Pension Plan**; amending Section 15-312(e) to create an **Early Retirement Incentive Plan** for members within five years of normal retirement eligibility; amending Chapter 15, Article VI, of the City Code of the City of Miramar related to the **Management Pension Plan**; creating Section 15-355(i) to create an Early Retirement Incentive Plan for management employees within five years of normal retirement eligibility; providing for severability; providing for codification; and providing for an effective date. *(Continued from the Meeting of 08/19/20) (Human Resources Director Randy Cross)*

SECOND READING SCHEDULED for November 16, 2020

Attachments: [O1760 - 1st Reading GE Mgmt Plan ERIP Ordinance](#)

12. **FIRST READING** of Temp. Ord. #O1761 amending Chapter 15, Article IV, of the City Code of the City of Miramar governing the **Miramar Police Officers' Retirement Plan and Trust Fund**; creating Section 15-175 to establish an **early retirement incentive plan** for members with at least fifteen (15) years of service and providing for a lump sum incentive for DROP participants; providing for severability; providing for codification; providing for an effective date. ***(Continued from the Meeting of 08/19/20) (Human Resources Director Randy Cross)***

SECOND READING SCHEDULED for November 16, 2020

Attachments: [O1761 - 1st Reading Police Plan ERIP Ordinance](#)

### **OTHER BUSINESS**

**Reports and Comments:**

**Commission Reports:**

**City Attorney Reports:**

**City Manager Reports:**

### **FUTURE WORKSHOPS**

**11/10/20 - 3 PM - 2013 Bond Refunding (Refinancing) - Commission Chambers**

**Date & Time TBD - Ethics Training - Commission Chambers**

### **ADJOURNMENT**

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

**Monday, November 16, 2020 at 7:00 P.M.**