

# City of Miramar, FL

*2300 Civic Center Place, Miramar, FL 33025*



## Meeting Agenda

**Wednesday, October 13, 2021**

**7:00 PM**

**REVISED**

**Commission Chambers**

### **CITY COMMISSION REGULAR MEETING**

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

---

**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: Breast Cancer Awareness Month. (Mayor Wayne M. Messam)

Proclamation: Domestic Violence Awareness Month. (Mayor Wayne M. Messam)

Proclamation: Extra Mile Day. (Mayor Wayne M. Messam)

Proclamation: Errol Morrison, Sam's West Indian Store Day. (Mayor Wayne M. Messam)

Proclamation: National Arts and Humanities Month (ARTOBER). (Mayor Wayne M. Messam)

Presentation: ARTOBER presentation. (Cultural Affairs Director Camasha Cevieux)

Presentation: Recognition and plaque presentation for Hispanic Heritage and Cancer Awareness. (Vice Mayor Yvette Colbourne)

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 Regular Commission Meetings of September 29, 2021 and July 7, 2021, Commission Workshop Meetings of September 21, 2021 and September 8, 2021, and Budget Public Hearing of September 13, 2021.

**Attachments:**      [Commission Meeting Minutes 092921](#)  
                                 [Commission Meeting Minutes 070721](#)  
                                 [Commission Workshop Minutes 092121](#)  
                                 [Commission Workshop Minutes 090821](#)  
                                 [Fire Assessment & Budget Public Hearing Minutes 091321](#)

2. Temp. Reso. #R7514 approving the second amendment to the **Solid Waste Disposal Support Services Agreement** between Broward County and the City of Miramar for a term commencing July 3, 2023 through July 2, 2028. *(Solid Waste & Recycling Manager Ralph Trapani)*

Attachments: [R7514 - 2nd Amendment for Solid Waste Disposal Agreement with backup](#)

3. Temp. Reso. #R7487 approving the agreement for purchase and sale of parcels 5139-10-000-024 and 5139-10-000-025 for the purpose of acquiring right-of-way property sufficient to construct the **Pembroke Road Extension to US-27**. *(Assistant City Engineer Leah deRiel)*

Attachments: [R7487 Purchase of Holly Lake Property with backup](#)

4. Temp. Reso. #R7494 approving the **2021 State Housing Initiatives Partnership Affordable Housing Incentives Report**, as recommended by the City's Affordable Housing Advisory Committee; authorizing submission of the Incentives Report to the Florida Housing Finance Corporation. *(Community Development Director Eric Silva)*

Attachments: [R7494 - 2021 SHIP Affordable Housing Incentives Report with backup](#)

5. Temp. Reso. #R7495 approving the annual **purchase of chemicals** from various companies resulting from the award of contracts through the Southeast Florida Governmental Purchasing Cooperative Group or an approved sole source justification form for the **East and West Water Treatment Plants** and the **Wastewater Reclamation Facility**, in a total amount not-to-exceed \$1,389,710 for **Fiscal Year 2022**. *(Utilities Director Roy Virgin and Procurement Director Alicia Ayum)*

Attachments: [R7495 Annual Chemical Purchase at WWRF, East and West WTP with backup](#)

6. Temp. Reso. #R7499 approving and authorizing an execution of Amendment No. 2 with Chen Moore & Associates, Inc. for additional **construction management services of Phase 1** and **professional design services of Phase 2, Country Club Ranches Watermain**, in the amount not-to-exceed \$337,770. *(Utilities Director Roy Virgin and Procurement Director Alicia Ayum)*

Attachments: [R7499 Country Club Ranches - Chen Moore Associates Amendment 2 with ba](#)

7. Temp. Reso. #R7503 approving an Interlocal Agreement between Broward County and the City of Miramar to provide a five-year term of cost share support for a **Water Conservation Incentives Program** to be coordinated by Broward County within the City of Miramar water service area, and authorize Broward County to conduct specific media promotion, outreach, administrative, and other activities in partnership with the City of Miramar in an amount not-to-exceed \$173,853 for **Fiscal Years 2022-2026**. *(Utilities Director Roy Virgin)*

Attachments: [R7503 Water Conservation Incentives ILA with backup](#)

8. Temp. Reso. #R7497 approving the final ranking and award of Request for Letter of Interest, RLOI 21-02-15, entitled: "**Wastewater Collection System Hydraulic Model & Master Plan**" to the highest evaluation scoring, most qualified, responsive, and responsible proposer, Hazen and Sawyer P.C.; authorizing the City Manager to execute the proposed Project Agreement for professional services with Hazen and Sawyer, for the proposed utility services in an amount not-to-exceed \$475,564. *(Utilities Director Roy Virgin and Procurement Director Alicia Ayum)*

Attachments: [R7497 - Wastewater Collection Hydraulics Model with backup](#)

9. Temp. Reso. #R7496 approving the final ranking and award of Request for Letters of Interest, RLOI 21-02-14, entitled: "**Water Distribution System Hydraulic Model & Master Plan**" to the highest evaluation scoring, responsive and responsible proposer, Stantec Consulting Services, Inc.; authorizing the City Manager to execute the proposed Project Agreement for professional services with Stantec Consulting Services, Inc., for the **proposed utility services** in an amount not-to-exceed \$346,381. *(Utilities Director Roy Virgin and Procurement Director Alicia Ayum)*

Attachments: [R7496 Water Distribution Hydraulics Model - STANTEC with backup](#)

10. Temp. Reso. #R7501 approving the award of Invitation for Bids No. 21-028, entitled "**Rehabilitation of Deep Injection Wells**", to Southeast Drilling Services, Inc., in a lump sum amount of \$1,499,000 to rehabilitate Deep Injection Wells, IW-1 and IW-2, at the **West Water Treatment Plant**. *(Utilities Director Roy Virgin and Procurement Director Alicia Ayum)*

Attachments: [R7501 West WTP - Rehabilitation of DIWs with backup](#)

11. Temp. Reso. #R7502 approving the award of Invitation for Bid No. 21-022, entitled: “**Miramar Regional Skate Park**”, to Arkest, L.L.C.; authorizing the City Manager to execute the proposed agreement with Arkest, L.L.C., for the provision of construction services in an amount not-to-exceed \$380,866.44 and allocating a contingency allowance of \$50,000, for a total project cost of \$430,866.44. *(Support Services Construction Administrator Daryll Johnson and Procurement Director Alicia Ayum)*

Attachments: [R7502 Miramar Regional Skate Park with backup](#)

12. Temp. Reso. #R7519 approving a three-year agreement with two one-year renewal options between the City and Standard Insurance Company for **voluntary supplemental insurance services** for City employees and dependents, in an amount not-to-exceed \$450,000 for Calendar Year 2022 and an amount not-to-exceed \$1,350,000 for the initial term of the contract. *(Human Resources Director Randy Cross)*

Attachments: [R7519 Voluntary Insurance with backup](#)

13. Temp. Reso. #R7526 approving the **purchase of video projector equipment and professional services** to upgrade the **Miramar Cultural Center / Artspark** from Audio Visual Innovations, Inc., in an amount not-to-exceed \$100,215, through the utilization of the Interlocal Purchasing System Cooperative Contract No. 200904. *(Information Technology Director Clayton D. Jenkins and Cultural Affairs Director Camasha Cevieux)*

Attachments: [TR7526 Cultural Center Theater Projector upgrade with backup](#)

**End of Consent**

**RESOLUTIONS**

14. Temp. Reso. #R7500 waiving further competitive procedures in the best interest of the City and approving the award of Invitation for Bids No. 21-001 entitled: “**Country Club Ranches Watermain**” to D.B.E. Management, Inc., in the amount of \$630,752 for **Phase 1C**; authorizing the City Manager to execute Amendment No. 1 to the agreement with D.B.E. Management, Inc. to perform the Country Club Ranches Watermain projects, Phase 1C, in an amount not-to-exceed \$630,752, and approving a project allowance in the amount of \$100,000 for a total amount of \$730,752. *(Utilities Director Roy Virgin)*

Attachments: [TR7500 - Country Club Ranches Water Main - Phase 1C with backup](#)

15. Temp. Reso. #R7491 approving an **Economic Development Incentive Offer** to JEG & Sons in an amount not-to-exceed \$14,000 for local hiring as part of the company relocating its headquarters to the City. *(Economic and Business Development Director Anita Fain Taylor)*

Attachments: [R7491 Economic Incentive for JEG & Sons with backup](#)

16. Temp. Reso. #R7476 approving the award of Request for Proposals No. 21-04-19 entitled “**Cisco Switch Replacement**” to the highest rated responsive, responsible proposer, R2 Unified Technologies, L.L.C., in an amount not-to-exceed \$3,740,000; approving the financing of the equipment with Key Government Finance, Inc., through a lease purchase over a five year term. *(Information Technology Network Manager Joseph Castelli)*

Attachments: [R7476 for Cisco Switch Replacement with backup](#)

17. Temp. Reso. #R7516 recognizing and approving **Florida State Lodge, Fraternal Order of Police Inc.** as the new union representing all **City of Miramar sworn police officers and sergeants**; and adopting the Police Benevolent Association Contract from October 1, 2021 through September 30, 2024. *(Human Resources Division Director Tennille Decoste)*

Attachments: [TR7516 Florida State Lodge with backup](#)

### **PUBLIC HEARING**

18. **SECOND READING** of Temp. Ord. #O1717 amending Section 2-51(A) of the City Code to add the Miramar Sister Cities Board; amending Article III “Boards, Committees and Commissions,” of Chapter 2 “Administration” of the City Code, creating Division 8 “Miramar Sister Cities Board” to create the **Miramar Sister Cities Board**; and providing for an effective date. *(Passed 1st Reading on 01/16/19) (Economic & Business Development Assistant Director Richard Hughes)*

Attachments: [O1717 2nd Reading Sister Cities Board with backup](#)  
[O1717 1st Reading Sister Cities Board \[final\] with backup](#)

### **QUASI-JUDICIAL PUBLIC HEARING**

All who wish to speak shall be collectively sworn in. City Attorney will then read the title of the item to be considered. Staff shall present a brief synopsis of the application and make a recommendation. Next will be a presentation by the applicant. The Commission will then hear from participants in favor of and in opposition to the application. The applicant, staff and or any Commissioner may cross-examine the witnesses, and a participant may request that the board ask questions of a witness. The public hearing will conclude with final remarks by staff and the applicant. No further presentations or testimony shall be permitted. All decisions of the Commission must be based upon competent substantial evidence presented to it at the hearing. All backup materials provided to the City Commission, as a part of the agenda will automatically be made a part of the record of the hearing. All approvals will be subject to staff recommended conditions unless otherwise stated in the motion for approval.

19. Temp. Reso. #R7510 considering **Conditional Use Application No. 2101569**, considering **Variance Application No. 2101570** from Land Development Code Section 403, Table 403-2, for a building front setback, considering **Site Plan Application No. 2101567** and considering **Community Appearance Board Application No. 2101568**, for a 2,145 square foot drive-through **Popeyes Louisiana Kitchen Restaurant**, located on an outparcel of the **Monarch Town Center Development** on the northwest corner of Miramar Parkway and Flamingo Road. *(Community Development Director Eric Silva)*

Attachments: [R7510 Popeyes at Monarch Town Center with backup](#)  
[ExParte](#)

### **OTHER BUSINESS**

#### **Reports and Comments:**

#### **Commission Reports:**

#### **City Attorney Reports:**

20. Temp. Reso. #R7529 approving the **employment agreement** with Wittingham Gordon to serve as the **City Manager**. *(City Attorney Norman C. Powell)*

Attachments: [R7529 Appointing Whittingham Gordon CM with backup. REV](#)

#### **City Manager Reports:**



Presentation/discussion regarding plane crashes in 33023 and 33025. (Requested by Vice Mayor Yvette Colbourne) (Interim Police Chief Leonard Burgess)

**ADJOURNMENT**

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

**Wednesday, November 3, 2021 at 7:00 P.M.**