

City of Miramar, FL

2300 Civic Center Place, Miramar, FL 33025



Annotated Meeting Agenda

From the Meeting of Wednesday, March 3, 2021

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*

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: Eating Disorders Awareness and Not One More Weekend. (Mayor Wayne M. Messam)

Proclamation: Government Finance Professional Week. (Mayor Wayne M. Messam)

Proclamation: Women's History Month. (Sponsored by Commissioner Yvette Colbourne) (Mayor Wayne M. Messam)

Proclamation: Procurement Month. (Mayor Wayne M. Messam)

Presentation: Veterans and Homefront Voices. (Veterans & Homefront Voices Founder and CEO Conrad Ogletree) (Sponsored by Mayor Wayne M. Messam and Commissioner Winston F. Barnes)

Presentation: Joshua's Heart Foundation 501(c)(3) Check Presentation. (Commissioner Alexandra P. Davis)

Presentation: COVID 19 and Emergency Management Update. (Fire Rescue Public Relations Specialist Tara Smith)

- ***Consensus reached by the Commission directing the City Manager to conduct a food distribution assessment.***

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.

Approved

1. Minutes from the Regular Commission Meeting of February 3, 2021.

21-56

2. Temp. Reso. #R7343 approving the renewal of the **Municipal Advisory Services Agreement** between the City of Miramar and PFM Financial Advisors, L.L.C.; authorizing the first two-year renewal term; in an amount not-to-exceed \$100,000 for the renewal term. (*Financial Services Director Kevin E. Adderley*)

- 21-57 3. Temp. Reso. #R7326 approving Amendment No. 3 to the professional engineering services of CPH, Inc. for the West Water Treatment Plant's Raw Water Main for the **Huntington Wellfield Project**, in an amount not-to-exceed \$134,570. *(Utilities Assistant Director Ronnie S. Navarro and Procurement Director Alicia Ayum)*
- 21-58 4. Temp. Reso. #R7359 authorizing the City Manager to negotiate with OUTFRONT Media, L.L.C., for the **removal of the digital billboard** generally located at the northeast corner of Dykes Road and Miramar Parkway. *(Assistant City Manager Kelvin L. Baker, Sr.)*
- 21-59 5. Temp. Reso. #R7349 approving Contract Amendment Number 2 to the Architectural/Engineering Services Agreement for **Historic Miramar Areawide Drainage Improvements - Phase IV Project** with Craven Thompson and Associates, Inc., in the amount of \$74,850. *(Public Works Director Anthony Collins, Procurement Director Alicia Ayum, and Project Manager Eric Francois)*
- 21-60 6. Temp. Reso. #R7351 amending the agreement for **janitorial services** with United States Service Industries, Inc., ("USSI") for additional expenditures in the amount of \$110,161 for high-touch surface cleaning at City facilities due to Coronavirus ("COVID-19"). *(Public Works Director Anthony Collins)*
- 21-61 7. Temp. Reso. #R7352 approving the lease agreement with Dell Financial Services LP through the utilization of the State of Florida Contract No. 250-WSCA-10-ACS, for the **lease of 156 desktops, 103 laptops**, in a total amount not-to-exceed \$334,458 over a three year period, which includes an amount not-to-exceed \$56,458 for Fiscal Year 2021. *(Information Technology Help Desk Manager Jason Campbell)*
- 21-62 8. Temp. Reso. #R7353 approving the second amendment to the **Transportation System Surtax Interlocal Agreement**. *(Senior Project Engineer Leah deRiel)*

- 21-63 9. Temp. Reso. #R7354 accepting a **Public Transit Bus Shelter Easement** from FC Miramar Phase V Commercial L.L.C., for a bus shelter serving the public bus stop located along the north right-of-way of Miramar Parkway and east of Flamingo Road. *(City Engineer Salvador Zuniga)*

End of Consent

RESOLUTIONS

- 21-64 10. Temp. Reso. #R7345 awarding Invitation for Bids No. 21-001 entitled: "**Country Club Ranches Watermain**" to DBE Management, Inc., in the amount of \$876,625 for Phase 1A, and in the amount of \$1,118,332 for alternate Phase 1B; authorizing the City Manager to execute the agreement with DBE Management, Inc. to perform the Country Club Ranches Watermain Project Phase 1A and alternate Phase 1B in an amount not-to-exceed \$1,994,957; approving a project allowance in the amount of \$405,000 for a total amount of \$2,399,957. *(Utilities Assistant Director Ronnie S. Navarro and Procurement Director Alicia Ayum)*
- 21-65 11. Temp. Reso. #R7330 authorizing the renewal of **various insurance coverages** through Arthur J. Gallagher Risk Management Services, Inc. for the City's Property and Casualty Insurance Program as part of the City's Comprehensive Risk Management Program, effective April 1, 2021 through March 31, 2022 ("Insurance Renewals"); approving a projected premium cost of \$2,918,848 not-to-exceed \$2,930,000 including taxes and fees; declaring by four-fifths affirmative vote that applying the City's Competitive Procurement Procedures to the insurance renewals is not in the City's best interest, thereby exempting the insurance renewals from the City's Competitive Procurement Requirements. *(Human Resources Director Randy Cross)*
- 21-66 12. Temp. Reso. #R7328 approving the award of Request for Proposals No. 20-07-22 entitled "**Third Party Claims Administration Services**" to Gallagher Bassett Services, Inc., the highest rated responsive responsible proposer; authorizing the City Manager to execute an agreement with Gallagher Bassett Services, Inc., for an initial term of three years, commencing April 1, 2021 through March 31, 2024, with two one-year renewal options. *(Human Resources Director Randy Cross and Procurement Director Alicia Ayum)*

PUBLIC PARTICIPATION (7:30 – 8:00 P.M.)
(Postponed from the Commission Meeting of 2/24/21)

PUBLIC HEARING

- 21-11 **13. SECOND READING** of Temp. Ord. #O1768 relating to **Comprehensive Planning**; considering the annual review of the Capital Improvements Element of the adopted Comprehensive Plan of the City of Miramar in accordance with Section 163.3177(3)(B), Florida Statutes, and the related goals, objectives and policies of the City Comprehensive Plan; more specifically by updating the Five-Year Schedule of Capital Improvements found in Table 6.1 to reflect the Five-Year Plan Expenditure Projection of the newly adopted Capital Improvement Program Document for Fiscal Years 2021 to 2025; making findings; providing for adoption; providing for the deletion of the Capital Improvements Schedule for Fiscal Years 2020 to 2024; providing for the insertion of the Capital Improvements Schedule for Fiscal Years 2021 to 2025; providing for severability; providing for correction of scrivener's errors; and providing for an effective date. ***(Passed 1st Reading on 02/03/21) (Community Development Director Eric Silva)***

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.

- 21-12 **14. SECOND READING** of Temp. Ord. #O1769 considering **Application No. 2001749, Rezoning** of multiple parcels from Office Park, OP, to Community Business, B2, located by the southwest intersection of Miramar Parkway and Douglas Road; and providing for an effective date. ***(Passed 1st Reading on 02/03/21) (Community Development Director Eric Silva)***

OTHER BUSINESS

Reports and Comments:

- 21-67 15. Temp. Reso. #R7369 approving the renaming of the section of SW 62 Avenue, that runs through the City of Miramar to **Alcee L. Hastings Avenue**. *(Commissioner Alexandra P. Davis)*

Commission Reports:

City Attorney Reports:

City Manager Reports:

FUTURE WORKSHOP

03/23/21 – Time TBD- Water Quality/Residents’ Concerns - Commission Chambers/Virtual

ADJOURNMENT --- 11:19 P.M.

THE NEXT REGULARLY SCHEDULED CITY COMMISSION MEETING IS:

Wednesday, March 24, 2021 at 7:00 P.M.