

# City of Pembroke Pines, FL

*City of Pembroke Pines  
Charles F. Dodge City Center  
601 City Center Way  
Pembroke Pines, FL 33025*



## Meeting Minutes - Draft

**Wednesday, May 21, 2025**

**6:30 PM**

**Regular Commission Meeting, ADD-1 Presentation was added to the agenda on 5-15-2025 and Exhibit 1 was added to Item 18 on 5-19-2025.**

**Commission Chambers**

### **City Commission**

***Mayor Angelo Castillo  
Vice Mayor Michael A. Hernandez  
Commissioner Thomas Good Jr.  
Commissioner Maria Rodriguez  
Commissioner Jay D. Schwartz***

## **6:30 PM REGULAR MEETING CALLED TO ORDER**

### **ROLL CALL**

**Present** 5 - Mayor Angelo Castillo, Vice Mayor Michael A. Hernandez, Commissioner Thomas Good Jr., Commissioner Maria Rodriguez, and Commissioner Jay D. Schwartz

Also present: City Manager Charles F. Dodge, City Attorney Samuel Goren, and City Clerk Debra E. Rogers.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Arrianna Hudson.

### **NATIONAL ANTHEM**

The National Anthem was performed by Arrianna Hudson.

### **ANNOUNCEMENT OF ITEMS TO BE PULLED FROM AGENDA**

There were no items pulled.

### **PRESENTATIONS:**

#### **PRE-1**

PRESENTATION NO. 1: MAYOR CASTILLO WILL PRESENT A PROCLAMATION TO THE U.S COAST GUARD AUXILIARY FLOTILLA 38 PLANTATION RECOGNIZING MAY 17-23, 2025, AS NATIONAL SAFE BOATING WEEK IN THE CITY OF PEMBROKE PINES.

Mayor Castillo read the proclamation and presented it to Captain Jeff Barnes with the U.S. Coast Guard Auxiliary Flotilla 38 in Plantation.

Captain Barnes thanked the Commission for their support and shared important boating safety tips to help ensure a safe and enjoyable summer on the water.

**PRE-2**

PRESENTATION NO. 2: MAYOR CASTILLO WILL PRESENT A PROCLAMATION TO FLANAGAN HIGH SCHOOL'S COLOR GUARD FOR PLACING 5TH IN THE NATION AT THE WGI COLOR GUARD WORLD CHAMPIONSHIP IN DAYTON OHIO.

Mayor Castillo read the proclamation and presented it to the Flanagan High School Color Guard.

The Mayor took photos with Director Rodriguez, the coaches, and the Color Guard team.

**PRE-3**

PRESENTATION NO. 3: MAYOR CASTILLO WILL PRESENT A PROCLAMATION TO THE FAMILY OF GLORIA ROSENBERG.

Mayor Castillo and Commissioner Good read and presented a proclamation honoring the memory of Ms. Gloria Rosenberg.

Members of Ms. Rosenberg's family were present at the Commission Meeting to accept the proclamation in her honor, including:

Toby Nitove, daughter  
Robert Nitove, son-in-law  
Ira Rosenberg, son  
Betty Rosenberg, daughter-in-law  
Dara Frankl, granddaughter  
Warren Frankl, granddaughter's husband  
Ava and Skyler Frankl, great-granddaughters

A member of Ms. Rosenberg's family shared a brief word of thanks for the honor.

#### **PRE-4**

PRESENTATION NO. 4: MAYOR CASTILLO WILL PRESENT A PROCLAMATION TO THE PEMBROKE PINES CHARTER HIGH SCHOOL ROBOTICS AND ENGINEERING TEAM RECOGNIZING THEM FOR BEING NAMED "GLOBAL WINNERS" OF THE 5TH ANNUAL OTIS "MADE TO MOVE" COMMUNITIES CHALLENGE.

Mayor Castillo introduced the video presentation about the OTIS Made to Move Community Challenge (MTMC) before reading a proclamation and presenting it to the Pines Charter High School Robotics and Engineering Team.

The Mayor took photos with Principal Bayer, Darlene Laffler, and the Robotics and Engineering Team.

**PRE-5**

PRESENTATION NO. 5: MAYOR CASTILLO WILL PRESENT CADET AYDEN PARDON FROM THE PEMBROKE PINES CHARTER HIGH SCHOOL WITH A CERTIFICATE OF RECOGNITION FOR BEING ACCEPTED INTO THE UNITED STATES AIR FORCE ACADEMY.

Mayor Castillo and Commissioner Schwartz read the certificate and presented it to Cadet Ayden Pardo in recognition of his acceptance into the United States Air Force Academy.

Photographs were taken with Cadet Ayden Pardo and his family to commemorate the occasion.

**PRE-6** PRESENTATION NO. 6: MAYOR CASTILLO WILL ANNOUNCE THE WINNER OF THE 2025 SPRING FLORIDA PREPAID SCHOLARSHIP RAFFLE SPONSORED BY THE PEMBROKE PINES CHARTER SCHOOL FOUNDATION, INC.

Assistant City Manager Jonathan Bonilla discussed the benefits of the Florida Prepaid Scholarship fundraiser.

Mayor Castillo and Principal Castellano of Pines Charter West Campus announced Alexa Cracchiolo as the recipient of the Prepaid Scholarship Fund, sponsored by the Pembroke Pines Charter School Foundation.

- PRE-7** PRESENTATION NO. 7: THE FIRE DEPARTMENT WILL PRESENT INDIVIDUAL COMMENDATION AWARDS TO DRIVER ENGINEER SEAN DORSCH AND FIRE FIGHTER/PARAMEDIC ERIC MARINO IN RECOGNITION OF THEIR LIFE-SAVING ACTIONS.

Mayor Castillo invited Fire Chief Picarello to the podium, who introduced members of his Employee Recognition Committee: Jason Stepp and Deputy Fire Chief Frank Martin.

Fire Chief Picarello then invited Driver Engineer Sean Dorsch and Firefighter/Paramedic Eric Marino, along with their families, to the front and presented them with commendation awards in recognition of the life-saving measures they performed while off duty.

- PRE-8** PRESENTATION NO. 8: MAYOR CASTILLO WILL PRESENT A PROCLAMATION TO PRINCIPAL MICHAEL CASTELLANO FOR BEING RECOGNIZED BY THE BROWARD COUNTY SCHOOL BOARD AS "STAFF OF CHARACTER HONOREE" FOR THE 2024-2025 SCHOOL YEAR.

Mayor Castillo and Vice Mayor Hernandez read a proclamation and presented it to Principal Castellano of the Pines Charter West Campus in recognition of his nomination for the "Staff of Character" award by the Broward County School Board.

Principal Castellano delivered a heartfelt speech, expressing his gratitude to everyone who supported him in receiving this honor, with a special thanks to his wife and church family.

Principal Castellano took photographs with Mayor Castillo, Vice Mayor Hernandez, and Commissioner Rodriguez to commemorate the occasion.

**PRE-9**

PRESENTATION NO. 9: MAYOR CASTILLO WILL RECOGNIZE FLANAGAN HIGH SCHOOLS BUSINESS PROFESSIONAL OF AMERICA STUDENTS WHO PLACED FIRST IN THE STATE OF FLORIDA AT THE BPA NATIONALS.

Mayor Castillo and Commissioner Rodriguez recognized the Flanagan High School Business Professionals of America (BPA) students for achieving first place at the State of Florida BPA Nationals.

The following students were recognized for their outstanding accomplishments:

Regional First Place Winners:

Justin Flores - Health Administration and Health Research Presentation;  
also recognized as a CTE Scholar Recipient  
Brian Medina - Ethics and Professionalism  
Rafael Cruz - Business Law and Ethics  
Vani Gosine - Entrepreneurship

State First Place Winners:

Alan Lin - SQL Database Fundamentals  
Jake Massa - Banking and Finance  
Marianne Rothstein - Intermediate Word Processing  
Alessandra Uzcategui - Basic Office Systems

National First Place Winner:

Isabella Suarez - Digital Communications & Design Concepts; also  
recognized as a CTE Scholar Recipient

**ADD-1** PRESENTATION NO. ADD-1: MAYOR CASTILLO WILL PRESENT A PROCLAMATION TO RON SURIN RECOGNIZING THE MONTH OF MAY AS HAITIAN HERITAGE MONTH.



Mayor Castillo and Commissioner Rodriguez read a proclamation and presented it to Mr. Ron Surin in recognition of Haitian Heritage Month in the City of Pembroke Pines.

Mr. Ron Surin, Esquire and Immediate Past President of the Haitian American Democratic Club, thanked the Mayor and Commission and spoke about the rich history of Haiti and its significant contributions to other nations. He also took a moment to acknowledge the recent passing of his 22-year-old son, who died due to health complications related to diabetes.

The other members of the Haitian American Democratic Club who were present also expressed their appreciation to the Mayor and Commission, and called for their support in advocating to members of Congress and the Senate on behalf of individuals in need of immigration services.

Photographs were taken with the Mayor and Commissioner Rodriguez to commemorate the occasion.

18. COMMISSIONER GOOD - ITEM NO.1: PRESENTATION ON FDOT AMENDMENT FM# 443597-1 SR-817/UNIVERSITY DR FR N. OF SR-824/PEMBROKE RD TO N. OF JOHNSON STREET WHICH PROPOSES THE PROJECT COST FROM \$25,404,083 TO \$41,801,655.

Commissioner Good requested to take Item 18 out of order, without objection.

Commissioner Good then read Item 18 into the record and invited representatives from the Florida Department of Transportation (FDOT) to present information regarding the amendment request to FM# 443597-1-52-01: SR-817/University Drive from north of SR-824/Pembroke Road to north of Johnson Street.

Godfrey Lamptey introduced Mr. Lance Jones of GOAL Associates, Inc./FDOT consultants. Mr. Lamptey provided an overview of the proposed project as amended, explaining that it includes a budgetary adjustment necessary to fund the project.

Commissioner Good emphasized the importance of keeping residents informed about the project, noting that this presentation effectively served as his Broward Metropolitan Planning Organization (MPO) update.

Mayor Castillo commented on the presentation, noting that he would further explore the issue of rising construction costs for road projects in his discussions with the U.S. Conference of Mayors. He also inquired whether the project costs were fixed and if a contract was in place to prevent further cost escalation.

Mr. Godfrey responded that FDOT puts projects out to bid at the scheduled time of construction. He explained that cost estimates are based on historical data and are updated on a monthly basis.

Mayor Castillo also inquired about the anticipated construction timeline for project completion.

Mr. Godfrey responded that the bidding process is scheduled to begin in August, with construction expected to commence in either December 2025 or January 2026.

Commissioner Schwartz then asked how long the project would take to complete.

Mr. Godfrey explained that, given the scope and scale of the project, the estimated construction period is approximately two years.

Commissioner Schwartz raised a separate matter regarding the use of Airport Road as a shortcut from Pembroke Road, including access

through the Howard C. Forman Campus to cross University Drive. He also addressed concerns about jaywalking on the north side of Pines Boulevard, just north of University Drive, and emphasized the need for enhanced pedestrian safety. Specifically, he recommended improved lighting that projects downward rather than sideways. Additionally, he noted that the Broward County Aviation Department (BCAD) submitted a request for blended pathway lighting along Airport Road. Commissioner Schwartz further spoke about the need to address mobility services in the areas north of Johnson Street and Sheridan Street.

Commissioner Rodriguez emphasized the importance of ensuring that barriers are in place for the safety of both cyclists and pedestrians. She also inquired about when the construction would begin impacting the community and requested that relevant project information be communicated to residents through the City's official social media platforms.

In response, Mr. Godfrey explained that while contractors generally manage construction logistics, FDOT consultants provide guidance through established specifications. He noted that contractors are expected to ensure their activities do not create significant disturbances to residents, traffic, or local businesses.

Commissioner Schwartz also mentioned the city's school bus depot at Airport Road and the need to address concerns with traffic congestion in the area north bound on Pembroke Road and Pines Boulevard.

Mr. Godfrey responded that the planned three-lane expansion of the corridor is expected to help minimize traffic conflicts in the area.

Vice Mayor Hernandez thanked the consultants for the presentation. The Vice Mayor commented about the communication component brought up by Commissioner Rodriguez to provide updates about projects, the traffic signals, and thanked them for the resurfacing project and additional lanes on Pines Boulevard.

Mayor Castillo reminded the Commission that a Chapter 447 Executive Session would take place immediately following the 6:30 PM Regular Commission Meeting.

**ITEMS AT THE REQUEST OF THE PUBLIC**

There were no items at the request of the public.

**COMMISSION AUDITOR REPORT:**

None.

**APPEALS OF BOARD OF ADJUSTMENT DECISIONS:**

None.

**ANNOUNCEMENT OF BOARD AND COMMITTEE APPOINTMENTS**

There were no board appointments announced.

**CONSENT AGENDA:**

2. MOTION TO AWARD IFB # RE-25-01 "STAGE LIGHTING FOR THE SUSAN B. KATZ THEATER OF THE PERFORMING ARTS" TO THE MOST RESPONSIVE/RESPONSIBLE BIDDER, ASF PRODUCTIONS, INC., IN THE AMOUNT NOT TO EXCEED \$65,433.90, WHICH INCLUDES AN OWNER'S CONTINGENCY IN THE AMOUNT OF \$3,115.90.

**A motion was made to approve on the Consent Agenda**

3. MOTION TO APPROVE THE FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH M. J. NICHOLS & ASSOCIATES, LLC. FOR SPECIFIC ENVIRONMENTAL SERVICES RELATED TO THE CHAPEL TRAIL/HIDDEN LAKE SEEPAGE PUMP STATION PROJECT TO PROVIDE FLOOD PROTECTION TO RESIDENTS AND BUSINESSES IN WESTERN PEMBROKE PINES TO INCREASE THE ANNUAL AMOUNT NOT TO EXCEED FROM \$31,900 TO \$35,400, WHICH INCLUDES THE PREPARATION OF THE US ARMY CORPS OF ENGINEERS NATIONWIDE PERMITTING IN THE AMOUNT OF \$3,500.

**A motion was made to approve on the Consent Agenda**

4. MOTION TO APPROVE THE FOURTH AMENDMENT TO THE "DESIGN CRITERIA PROFESSIONAL - TO PREPARE THE DESIGN CRITERIA PACKAGE (DCP) FOR A NEW POLICE DEPARTMENT HQ" AGREEMENT WITH ARCHITECTS DESIGN GROUP (ADG) AND APPROVE A CHANGE ORDER FOR AN AMOUNT NOT TO EXCEED \$44,240, TO PROVIDE UPDATES TO THE PRE-DESIGN PLANNING STUDY.

**A motion was made to approve on the Consent Agenda**

5. MOTION TO APPROVE THE MINUTES OF THE APRIL 16, 2025, BUDGET VISIONING WORKSHOP AND REGULAR COMMISSION MEETING.

**A motion was made to approve on the Consent Agenda**

6. MOTION TO ACCEPT THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF PEMBROKE PINES AND BROWARD COUNTY SHERIFF'S OFFICE (BSO), FOR THE CITY'S ACCEPTANCE OF THE FY 2022 U.S. DEPARTMENT OF JUSTICE/JUSTICE ASSISTANCE GRANT (JAG) AWARD IN THE AMOUNT OF \$24,481. BSO WILL PROVIDE THE ADMINISTRATIVE SERVICES REQUIRED OF BROWARD COUNTY AND FACILITATE COMPLIANCE WITH THE REQUIRED CONDITIONS OF THE GRANT.

**A motion was made to approve on the Consent Agenda**

7. MOTION TO APPROVE REQUEST TO ADVERTISE SOLICITATION(S):  
  
(A) RE-25-06 "ACADEMIC VILLAGE LOCKER ROOM SHOWERS RENOVATION"

**A motion was made to approve on the Consent Agenda**

8. MOTION TO APPROVE THE PURCHASE OF EIGHT HUNDRED NINETY-SIX (896) CHROMEBOOKS FROM Y&S TECHNOLOGIES, UTILIZING OMNIA PARTNERS PUBLIC SECTOR CONTRACT # 01-146 (FORMERLY THE NATIONAL COOPERATIVE PURCHASING ALLIANCE), IN AN AMOUNT NOT TO EXCEED \$327,308.80, PURSUANT TO SECTION 35.18(C)(6) OF THE CITY'S CODE OF ORDINANCES.

**A motion was made to approve on the Consent Agenda**

11. MOTION TO APPROVE THE PURCHASE OF SEVEN (7) VEHICLES FOR \$271,398 FROM DUVAL FORD AND TWO (2) VEHICLES FOR \$65,730.40 FROM TERRY TAYLOR'S DELAND NISSAN, INC., FOR A TOTAL AMOUNT NOT TO EXCEED \$337,128.40 FOR NINE (9) VEHICLES FOR THE POLICE DEPARTMENT, UTILIZING PRICES ESTABLISHED BY THE FLORIDA SHERIFF ASSOCIATION'S CONTRACT # FSA 24-VEL-32.0: "PURSUIT, ADMINISTRATIVE & OTHER VEHICLES," PURSUANT TO SECTION 35.18(C)(5) OF THE CITY'S CODE OF ORDINANCES.

TWO (2) 2025 NISSAN PATHFINDER S FWD  
THREE (3) 2025 FORD EXPLORER SUV 4X2  
FOUR (4) 2025 FORD EXPLORER SUV 4X2

**A motion was made to approve on the Consent Agenda**

12. MOTION TO AWARD IFB # PSPW-25-01 "ROOF REPLACEMENT FOR VARIOUS CITY BUILDINGS" TO THE MOST RESPONSIVE/RESPONSIBLE BIDDERS, TRIPLE J ROOFING, INC., IN THE AMOUNT NOT TO EXCEED \$133,648.90, WHICH INCLUDES A 10% OWNER'S CONTINGENCY FEE IN THE AMOUNT OF \$12,149.90, AND A-1 PROPERTY SERVICES GROUP, INC., IN THE AMOUNT NOT TO EXCEED \$75,955.81, WHICH INCLUDES A 10% OWNER'S CONTINGENCY FEE IN THE AMOUNT OF \$6,905.07 FOR A TOTAL AMOUNT NOT TO EXCEED OF \$209,604.71.

**A motion was made to approve on the Consent Agenda**

13. **MOTION TO APPROVE THE DEPARTMENT RECOMMENDATIONS FOR THE FOLLOWING ITEMS LISTED ON THE CONTRACTS DATABASE REPORT:**

(A) Baptist Health South Florida, Inc. - Programming to Improve the Health and Wellness of Members of COPP/Senior Center - Renewal

(B) Fox-Mar Photography, Inc. - Photography Services - Charter Schools - Renewal

**ITEMS (C), (D) AND (E) WILL EXPIRE WITH NO RENEWAL TERMS AVAILABLE, THEREFORE, NO COMMISSION ACTION IS REQUIRED AS THEY ARE PRESENTED FOR NOTIFICATION PURPOSES ONLY PURSUANT TO SECTION 35.29 (F) OF THE CITY'S PROCUREMENT CODE:**

(C) Broward County - Community Shuttle Service - Non-Renewal

(D) Elan Lawn and Landscape, Inc. - City-wide Landscape Maintenance - Non-Renewal

(E) Hawkins Water Treatment Group, Inc. - Purchase of Hydrofluosilicic Acid - CO-OP - Non-renewal

**A motion was made to approve on the Consent Agenda**

14. MOTION TO APPROVE THE R L CARRIERS SITE PLAN FOR DEVELOPMENT WITHIN A PLANNED ZONING DISTRICT, AS RECOMMENDED BY THE PLANNING AND ZONING BOARD GENERALLY LOCATED NORTH OF JOHNSON STREET AND EAST OF 209TH AVENUE.

**QUASI CONSENT AGENDA ITEM**

**Approval of the Consent Agenda**

**A motion was made by Commissioner Good Jr., seconded by Vice Mayor Hernandez, to approve the Consent Agenda. The motion carried by the following vote:**

**Aye** 5 - Mayor Castillo, Vice Mayor Hernandez, Commissioner Good Jr., Commissioner Rodriguez, and Commissioner Schwartz

**Nay** 0

1. MOTION TO RESCIND THE AWARD OF IFB # RE-24-09 "SHADE STRUCTURES AT MAXWELL PARK AND JOSIAS DOG PARK", FROM SHADE AMERICA, INC. IN THE AMOUNT OF \$49,137, AND TO AWARD THE MOST RESPONSIVE/RESPONSIBLE BIDDER, INDUSTRIAL SHADE PORT, INC., IN AN AMOUNT NOT TO EXCEED \$58,863.20, WHICH INCLUDES AN OWNER'S CONTINGENCY IN THE AMOUNT OF \$5,351.20.

**A motion was made by Vice Mayor Hernandez, seconded by Commissioner Rodriguez, to approve Item 1. The motion carried by the following vote:**

**Aye** 5 - Mayor Castillo, Vice Mayor Hernandez, Commissioner Good Jr., Commissioner Rodriguez, and Commissioner Schwartz

**Nay** 0

PRIOR TO THE VOTE BEING TAKEN:

Vice Mayor Hernandez read Item 1 into the record by title and expressed his support for the item. He referenced the response provided in the Monday night memo to his earlier inquiry and voiced concerns regarding the awarding of contracts to vendors who did not meet all requirements, which had resulted in project delays. He requested a memo explaining how to prevent such issues in the future.

City Manager Dodge referred to the Monday night memo and responded that the matter would be addressed further in a memo to the Mayor.

Commissioner Good discussed the practice of rescinding contract awards and highlighted a vendor's failure to meet insurance requirements necessary to complete projects. He inquired about measures to prevent vendors who cannot honor their bids from submitting future proposals, suggesting that a mechanism be established as an incentive to avoid future occurrences.

Mayor Castillo compared the situation to the IRS process for submitting tax forms and offered suggestions to prevent future issues. He emphasized that the primary goal is to complete projects efficiently for the benefit of the children.

Commissioner Schwartz recommended incorporating a scoring criterion that factors in a vendor's past failure to perform on bids with the city or other municipalities. He also spoke about the importance of enforcing performance bonds. Commissioner Schwartz opposed the 10% owner's contingency and advocated for a mechanism allowing adjustments without requiring the item to return for Commission approval.

Mayor Castillo clarified that contingency funds are not specifically allocated ("tagged") but are necessary to accelerate project completion. He stressed the importance of staff providing regular reports on the use of contingency funds.



9. MOTION TO APPROVE THE CHANGE ORDER FOR THE PURCHASE OF FIFTY (50) ADDITIONAL POINT BLANK BALLISTIC SHIELDS AND TRANSPORT BAGS FOR THE POLICE DEPARTMENT FROM FEDERAL EASTERN INTERNATIONAL, LLC., IN THE AMOUNT NOT TO EXCEED \$346,150, UTILIZING THE STATE OF FLORIDA ALTERNATE SOURCE CONTRACT # 46151500-NASPO-21-ACS, PURSUANT TO SECTION 35.18(C)(5) OF THE CITY'S CODE OF ORDINANCES.

**A motion was made by Vice Mayor Hernandez, seconded by Commissioner Rodriguez, to approve Item 9. The motion carried by the following vote:**

**Aye** 5 - Mayor Castillo, Vice Mayor Hernandez, Commissioner Good Jr., Commissioner Rodriguez, and Commissioner Schwartz

**Nay** 0

PRIOR TO THE VOTE BEING TAKEN:

Vice Mayor Hernandez read Item 9 into the record by title and expressed his support for the item. He inquired if there was a more effective method that could be implemented to forecast purchases during planning along with the projected costs.

City Manager Dodge responded that such forecasting would be possible by reviewing the warranties associated with the ballistic shields and making projections accordingly. Those estimates could then be provided to the Commission for review and approval.

Vice Mayor Hernandez requested that this type of information be included at the beginning of the summary section of the Agenda Request Form (ARF).

Commissioner Rodriguez referenced the Monday night memo, which explained that the ballistic shields have expiration dates. She noted that this information helps streamline future procurement processes and expressed agreement with ensuring the Commission is kept informed of upcoming needs.

Mayor Castillo also commented on the matter, stating that these details could be appropriately addressed in the summary explanation of the Agenda Request Form.

Commissioner Schwartz reiterated that the ballistic shields have expiration dates, as noted in the Monday night memo. The Commissioner encouraged his fellow colleagues to work with the Police Department and participate in a police detail shift to gain further understanding.

- 10.** MOTION TO APPROVE THE CHANGE ORDER FOR THE PURCHASE OF SEVENTY-THREE (73) ADDITIONAL POINT BLANK BALLISTIC HELMETS WITH UPGRADED PADDING FOR THE POLICE DEPARTMENT FROM GALLS, LLC., IN THE AMOUNT NOT TO EXCEED \$27,010, UTILIZING THE STATE OF FLORIDA ALTERNATE SOURCE CONTRACT # 46151500-NASPO-21-ACS, PURSUANT TO SECTION 35.18(C)(5) OF THE CITY'S CODE OF ORDINANCES.

**A motion was made by Vice Mayor Hernandez, seconded by Commissioner Good Jr., to approve Item 10. The motion carried by the following vote:**

**Aye** 5 - Mayor Castillo, Vice Mayor Hernandez, Commissioner Good Jr., Commissioner Rodriguez, and Commissioner Schwartz

**Nay** 0

**PRIOR TO THE VOTE BEING TAKEN:**

Vice Mayor Hernandez read Item 10 into the record by title and expressed his support for the item. He emphasized the importance of forecasting future needs and including projected costs to accommodate anticipated needs.

Commissioner Good addressed the use of the term "change order" and discussed the process of purchasing necessary items. He inquired whether blanket purchase orders could be used instead of change orders for items that require regular replenishment.

City Manager Dodge asked for clarification on the request.

Commissioner Good clarified that items with known expiration dates could be included under a blanket purchase order, allowing the City to procure replacements as needed without initiating change order purchase requests each time.

Mayor Castillo directed the City Manager to bring back options to address the matter and explore potential alternatives to the current process.

Commissioner Schwartz spoke about frequently used items that require regular replenishment and suggested exploring a revision of terminology in procurement documentation, possibly replacing the term "change order" with more appropriate language.

Vice Mayor Hernandez concluded the discussion by thanking the Procurement Department for securing consistent pricing for the ballistic helmets.

**QUASI JUDICIAL CONSENT AGENDA:****ORDINANCES AND RESOLUTIONS:****SECOND READING ORDINANCES:**

**FIRST READING ORDINANCES:****RESOLUTIONS:**

15. MOTION TO ADOPT PROPOSED RESOLUTION NO. 2025-R-16.

PROPOSED RESOLUTION NO. 2025-R-16 IS A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PEMBROKE PINES, FLORIDA; APPROVING AND GRANTING A NON-EXCLUSIVE UNDERGROUND EASEMENT TO FLORIDA POWER & LIGHT COMPANY TO PROVIDE FOR UNDERGROUNDING OF ELECTRIC UTILITY FACILITIES AND CONNECTION TO THE CITY'S WATER TREATMENT PLANT, FLETCHER PARK, AND CERTAIN RESIDENTIAL AREAS TO THE EAST OF FLETCHER PARK; AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXECUTE THE UNDERGROUND EASEMENT DOCUMENTS AND RELATED FORMS; PROVIDING FOR RECORDATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

**A motion was made by Commissioner Good Jr., seconded by Vice Mayor Hernandez, to adopt Proposed Resolution 2025-R-16. The motion carried by the following vote:**

**Aye** 5 - Mayor Castillo, Vice Mayor Hernandez, Commissioner Good Jr., Commissioner Rodriguez, and Commissioner Schwartz

**Nay** 0

Enactment No: 3906

**PRIOR TO THE VOTE BEING TAKEN:**

Assistant City Attorney Horowitz read Proposed Resolution 2025-R-16 into the record by title.

**REGULAR AGENDA:**

16. DISCUSSION AND POSSIBLE ACTION REGARDING THE CITY'S CURRENT MEETING MINUTES FORMAT.

PRIOR TO THE VOTE BEING TAKEN:

Mayor Castillo opened the discussion on Item 16 and invited City Manager Dodge to present the item.

City Manager Dodge read Item 16 into the record and provided background on how Commission minutes have historically been formatted. He noted that video recordings of meetings are available online and explained the three formatting options for the Commission's consideration: discussion minutes, action minutes, or verbatim minutes. Mr. Dodge also addressed the challenges experienced in transcribing the minutes from the April 16, 2025, Workshop Meeting due to poor audio quality, as the meeting was recorded using a tablet via the Cisco Webex platform.

Mayor Castillo inquired whether meeting minutes are required to be transcribed by law.

Assistant City Attorney Horowitz confirmed that under Florida's Sunshine Law, minutes are required to be maintained.

Mayor Castillo clarified that the video recording constitutes the record of the proceedings and noted how scrivener's errors have traditionally been tracked. He acknowledged that occasional misstatements are human error and reiterated that state law requires the transcription of minutes. He expressed his opposition to verbatim minutes and opened the matter for Commission discussion.

Commissioner Schwartz reflected on the historical approach to minute-keeping and voiced support for action minutes only, citing the challenges of distinguishing intent from spoken words. The Commissioner recommended that the minutes be concise, listing only the motion made, who seconded it, and the names of members of the public who spoke on the item.

Mayor Castillo asked if the City Manager and City Attorney use the minutes for reference.

City Manager Dodge responded that he took his own notes and reviewed the Commission direction with staff afterwards. Mr. Dodge said he rarely used the minutes and would review the video if necessary.

Assistant City Attorney Horowitz responded the minutes were used on occasion but they go back and reference the video when necessary.

Commissioner Good expressed support for action minutes and noted that the audio quality of the Workshop Meeting was poor. He recommended that direction provided by the Commission to staff be clearly included as part of the official record.

City Manager Dodge added that the City's "Spotlight" feature could be utilized to help review video links of meetings. He acknowledged the audio issues during the Webex-recorded meeting and stated that future recordings would use the City's standard recording system to ensure better sound quality.

Assistant City Attorney Horowitz explained that minutes are brought back to the Commission for approval.

Commissioner Rodriguez expressed disagreement with the preference for action minutes. She stated her support for discussion minutes, noting that they provide a valuable balance of Commission actions along with contextual information for herself and for residents who seek a summary of the meeting proceedings. She also thanked the City Clerk for including a list of pros and cons in the Agenda Request Form for the Commission's consideration.

Mayor Castillo asked Commissioner Rodriguez to meet with the City Manager and City Clerk to further discuss the matter. He noted that there was no need for a formal vote at that time but emphasized that the decision regarding the format of the minutes should be unanimous.

Commissioner Rodriguez requested input from her colleagues in order to better understand the direction of the Commission.

Mayor Castillo responded that the general direction of the Commission leaned toward adopting action minutes that include direction given to City staff.

**17. MOTION TO APPROVE THE MINUTES OF THE MAY 07, 2025, REGULAR COMMISSION MEETING.**

**A motion was made by Commissioner Good Jr., seconded by Vice Mayor Hernandez, to approve the minutes of May 7, 2025. The motion carried by the following vote:**

**Aye** 5 - Mayor Castillo, Vice Mayor Hernandez, Commissioner Good Jr., Commissioner Rodriguez, and Commissioner Schwartz

**Nay** 0

PRIOR TO THE VOTE BEING TAKEN:

Assistant City Attorney Horowitz read Item 17 into the record by title.

**REPORTS OF LEAGUE AND MPO REPRESENTATIVES**



Commissioner Rodriguez provided a report on the most recent Broward League of Cities General Meeting she attended, where Broward County Property Appraiser Marty Kiar was present. Mr. Kiar provided updates on current legislative efforts related to property taxes and indicated that further information would be made available at the end of the legislative session.

Commissioner Rodriguez also shared information she received from Lisa Chong, which had been requested by State Representative Marie Woodson. The report included a breakdown of the City's budget, comparing revenues from property taxes with overall expenditures. She emphasized that property tax revenues constitute a significant portion of municipal funding and are primarily used to support public safety.

The Commissioner noted that for Fiscal Year 2024-2025, the City's adopted budget included approximately \$100 million in property tax revenue, which represents about 37% of the City's total annual budget. Approximately \$166 million is allocated to public safety, and Commissioner Rodriguez highlighted the importance of property tax revenues in maintaining critical services for residents.

Commissioner Rodriguez also mentioned the Property Appraiser's ongoing outreach efforts, including services offered to residents at City Hall and the office's annual presentation to the City Commission.

Mayor Castillo directed the City Clerk to contact the Broward County Property Appraiser's Office to determine when they would be available to attend a future Commission meeting to provide updates.

Commissioner Schwartz commented on a cancellation notice he received via email regarding the Broward League of Cities General Meeting. He noted that he is currently working with the City's IT Director, as there may be a potential compromise to his phone. Commissioner Schwartz requested that the record reflect his comments made on the May 21, 2025, Commission Meeting were based on the cancellation notice received on his device. He confirmed his intent to attend the upcoming meeting scheduled for June 5, 2025, in Hollywood, FL.

Mayor Castillo asked the City Manager to further investigate the matter and to report the findings back to the Commission.

Commissioner Good spoke about the budgetary details reported by Commissioner Rodriguez, asking whether the figures reflected the city's entire budget. He also inquired whether special city programs, such as the housing program, were included in the report to ensure that the general fund remained consistent with typical practices in other cities.

City Manager Dodge clarified that the information shared with the state representative was based solely on the city's ad valorem taxes within the general fund. He noted that the report did not include any other funds managed by the city and was specifically focused on how general fund resources were allocated to public safety. He added that the structure and calculation of the general fund budget were in line with those of other municipalities.

## **REPORTS OF THE CITY MANAGER AND CITY ATTORNEY**

Assistant City Attorney Cirullo provided an update on the Large User litigation scheduled for June 3, 2025. He reported that the city's special counsel had addressed the supplemental issue related to the case and the City Attorney's office submitted a memorandum indicating that the matter may be resolved without the need for a hearing. Assistant City Attorney Cirullo explained that the matter only pertained to the supplemental portion of the settlement and is separate from the main appeal.

**The Executive Session for Chapter 447 commenced immediately after the 6:30PM Regular Commission Meeting.**

## **COMMISSION ITEMS:**

**Commission Agenda Q&A to be forthcoming, as / if / and when available via the following link: <https://tinyurl.com/mtkmvsud>**

**NEW BUSINESS:**

**OLD BUSINESS:**

**ADJOURN - 9:00 P.M.**

**CITY OF PEMBROKE PINES**

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**Debra E. Rogers, CMC**  
**City Clerk**