

# City of Pembroke Pines, FL

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



## Meeting Agenda

**Wednesday, May 6, 2020**

**6:30 PM**

**6:30 PM Virtual Regular Commission Meeting**

**Commission Chambers**

### **City Commission**

*Mayor Frank Ortis  
Vice Mayor Iris A. Siple  
Commissioner Jay D. Schwartz  
Commissioner Thomas Good, Jr.  
Commissioner Larissa Chanzas*

## **WELCOME TO YOUR CITY COMMISSION**

WE ARE PLEASED THAT YOU HAVE DEMONSTRATED AN INTEREST IN YOUR COMMUNITY BY VIEWING OR COMMENTING ON A CITY COMMISSION MEETING.

## **WHAT IS A CITY COMMISSION MEETING?**

IT IS A FORMAL MEETING OF THE MEMBERS OF THE CITY COMMISSION TO TRANSACT CITY BUSINESS. THIS BUSINESS IS CONDUCTED IN A MANNER PRESCRIBED BY LAWS AND REGULATIONS WHICH REQUIRE CERTAIN FORMAL ACTIONS AND THE FOLLOWING OF SPECIFIED PROCEDURES.

## **CITY HALL IS CURRENTLY CLOSED TO THE PUBLIC DUE TO THE COVID 19 CORONAVIRUS PANDEMIC**

THE CITY COMMISSION OF THE CITY OF PEMBROKE PINES WILL BE CONDUCTING A VIRTUAL COMMISSION MEETING USING COMMUNICATIONS MEDIA TECHNOLOGY ("CMT"). FLORIDA GOVERNOR RON DESANTIS ISSUED EXECUTIVE ORDER NO. 20-69 DATED MARCH 20, 2020, PERTAINING TO CONDUCTING LOCAL GOVERNMENT MEETINGS WHILE UNDER THE PUBLIC HEALTH EMERGENCY RELATED TO THE NOVEL CORONAVIRUS DISEASE 2019 (COVID-19). IN ACCORDANCE WITH THIS ORDER, AND DUE TO PROHIBITION ON PUBLIC ACCESS TO CITY HALL BECAUSE OF THE RISK TO PUBLIC HEALTH, THE CITY WILL BE HOLDING THE MEETING VIRTUALLY.

## **PUBLIC ACCESS**

CITY HALL IS CLOSED TO THE PUBLIC. PUBLIC ACCESS TO THIS VIRTUAL MEETING CAN BE ACCOMPLISHED AS FOLLOWS:

- JOIN MEETING BY LIVE STREAM – [WWW.PPINES.COM](http://WWW.PPINES.COM)
- CABLE TELEVISION (PEG TV) – COMCAST AND ATT

## **PUBLIC COMMENT**

ALL REGULAR CITY COMMISSION MEETINGS AND PUBLIC HEARINGS PROVIDE TIME FOR THE PUBLIC TO EXPRESS THEIR VIEWS CONCERNING ITEMS ON THE AGENDA.

ANY MEMBER OF THE PUBLIC WISHING TO COMMENT PUBLICLY ON ANY MATTER, INCLUDING ON ITEMS ON THE AGENDA, MAY SUBMIT THEIR COMMENTS BY EMAIL TO THE CITY CLERK AT PUBLICCOMMENTS@PPINES.COM, OR BY USING THE CALL-IN NUMBER 954-885-3390.

ALL COMMENTS SUBMITTED BY EMAIL THAT, IF READ ORALLY, ARE THREE MINUTES OR LESS SHALL BE READ INTO THE RECORD. ALL COMMENTS SUBMITTED BY EMAIL SHALL BE MADE A PART OF THE PUBLIC RECORD. ALL PUBLIC COMMENTS, WHETHER CALLED IN VIA PHONE OR READ FROM AN EMAIL, ARE LIMITED TO 3 MINUTES EACH.

IF ANY MEMBER OF THE PUBLIC REQUIRES ADDITIONAL INFORMATION ABOUT THIS CITY COMMISSION MEETING OR HAS ANY QUESTIONS ABOUT HOW TO SUBMIT A PUBLIC COMMENT AT THE MEETING, PLEASE CONTACT:

MARLENE GRAHAM, CITY CLERK  
CITY OF PEMBROKE PINES  
601 CITY CENTER WAY  
PEMBROKE PINES, FL 33025  
954-450-1060  
PUBLICCOMMENTS@PPINES.COM

### **WHAT IS THE AGENDA?**

THE AGENDA IS A PREPARED SCHEDULE OF THE ITEMS BEING CONSIDERED BY THE CITY COMMISSION FOR ACTION. THE AGENDA AND EXPLANATORY MATERIAL ARE DELIVERED TO EACH CITY COMMISSIONER PRIOR TO EACH MEETING IN ORDER TO GIVE EACH MEMBER TIME TO STUDY.

### **WHO ARE THE CITY COMMISSIONERS?**

THEY ARE ELECTED OFFICIALS WHO ARE THE POLICY FORMULATORS FOR THE CITY. THEY FORMULATE THE LAWS THAT GOVERN OUR COMMUNITY ON A DAILY BASIS.

### **THANK YOU FOR YOUR INTEREST**

IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY ANY OF THE BOARDS WITH RESPECT TO ANY MATTER CONSIDERED AT A 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. (THE ABOVE NOTICE IS REQUIRED BY STATE LAW. ANYONE DESIRING A VERBATIM TRANSCRIPT SHALL HAVE THE RESPONSIBILITY AT HIS/HER OWN EXPENSE TO ARRANGE FOR THE RECORDING AND TRANSCRIPT). IF ANYONE REQUIRES AUXILIARY AIDS FOR COMMUNICATION PLEASE CALL THE CITY CLERK AT LEAST THREE WORKING DAYS PRIOR TO ANY MEETING AT 954-450-1060. IF YOU HAVE QUESTIONS OR DESIRE FURTHER EXPLANATIONS, PLEASE CONTACT THE CITY MANAGER AT 954-450-1040.

**6:30 PM REGULAR MEETING CALLED TO ORDER****ROLL CALL****PLEDGE OF ALLEGIANCE****APPOINTMENT OF VICE MAYOR FOR 2020-2021**

APPT- [20-0354](#) APPOINTMENT OF VICE MAYOR FOR 2020-2021.

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**PRESENTATIONS:**

PRE-1 [20-0358](#) PRESENTATION NO.1: MAYOR ORTIS WILL ANNOUNCE THE WINNERS OF THE 3RD ANNUAL STUDENT ART COMPETITION.

**Attachments:** [1. 3rd Annual Student Art Competition 2020 Winners.pdf](#)

**ANNOUNCEMENT OF ITEMS TO BE PULLED FROM AGENDA****ITEMS AT THE REQUEST OF THE PUBLIC****ANNOUNCEMENT OF BOARD AND COMMITTEE APPOINTMENTS****CONSENT AGENDA:**

1. [20-0331](#) MOTION TO APPROVE REQUEST TO ADVERTISE SOLICITATION(S):

(A) RE- 20-05 "ASPHALT RESURFACING OF LINEAR PARK WALKING PATH"

(B) PD-16-06 "PANASONIC TOUGHBOOKS FOR THE POLICE DEPARTMENT"

**Attachments:** [1. RE- 20-05 Asphalt Resurfacing of Linear Park Walking Path](#)  
[2. PD-20-02 Panasonic Toughbooks for Police Department](#)  
[3. \(B\) Boiler Plate](#)

2. [20-0342](#) MOTION TO ACCEPT AMENDMENT #1 TO EXISTING LETTER OF CREDIT #20008227 FROM TD BANK REDUCING THE AMOUNT FROM \$1,513,560.40 WHICH

WAS POSTED FOR WATER, SEWER, PAVING AND DRAINAGE IMPROVEMENTS TO \$71,407.00 (WHICH IS 20% OF THE CERTIFIED COST FOR THE WATER AND SEWER INFRASTRUCTURE ONLY), ACCEPT THE BILL OF SALE, EASEMENT DEDICATION AND HOLD HARMLESS LETTER FROM CHAPEL GROVE HOME OWNER'S ASSOCIATION, INC.

**Attachments:**

- [1. Copy of Amendment #1 to TD Bank Letter of Credit #20008227.](#)
- [2. Copy of Bill of Sale to be accepted.](#)
- [3. Copy of Easement Dedication to be accepted.](#)
- [4. Winningham & Fradley the Engineer of Record certification letter for water and sewer.](#)
- [5. Environmental Services final inspection letter dated 1.30.2020.](#)
- [6. Chapel Grove HOA Hold Harmless Letter dated 3.10.2020.](#)

3. **20-0360** MOTION TO APPROVE THE FIRST AMENDMENT TO THE ORIGINAL AGREEMENT BETWEEN THE CITY OF PEMBROKE PINES AND FLORIDA TECHNICAL CONSULTANTS, LLC. (FTC), FOR DEVELOPMENT OF THE CITY'S GEOGRAPHIC INFORMATION SYSTEM (GIS) FOR POTABLE WATER AND SANITARY SEWER FOR AN AMOUNT NOT TO EXCEED \$46,800, PURSUANT TO SECTION 35.18(C)(5) OF THE CITY'S CODE OF ORDINANCES.

**Attachments:**

- [1. Original Agreement](#)
- [2. First Amendment](#)
- [3. Original Agreement Commission Approval](#)

4. **20-0363** MOTION TO ACCEPT \$80,017 IN EMERGENCY CORONAVIRUS FUNDING ALLOCATED TO THE CITY BY THE U.S. DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE.

**Attachments:**

- [1. Coronavirus Emergency Supplemental Funding Program Solicitation](#)
- [2. CoronaVirus Allocations - Pembroke Pines](#)
- [3. Coronavirus Funding Application SF-424](#)

5. **20-0367** MOTION TO APPROVE THE RECOMMENDATION FOR A TWO (2) YEAR RENEWAL FOR THE REDFLEX TRAFFIC SYSTEMS, INC. - RED LIGHT TRAFFIC SIGNAL CAMERA ENFORCEMENT SYSTEM ON THE CONTRACTS DATABASE REPORT

- Attachments:**
- [1. Redflex Contract Performance Report Card](#)
  - [2. Redflex Traffic Systems, Inc - Red Light Signal Camera - 1st Amendment \(A](#)
  - [3. Red Light Camera Program - Additional Information](#)
  - [4. RLC Report - 2020 - April](#)

6. **20-0370** MOTION TO APPROVE A ONE (1) YEAR RENEWAL OPTION WITH THE 5-YEAR SRO AGREEMENT BETWEEN THE CITY OF PEMBROKE PINES AND BROWARD COLLEGE, TO PROVIDE TWO (2) POLICE OFFICERS TO SERVE AS SCHOOL RESOURCE OFFICERS AT BROWARD COLLEGE'S JUDSON A. SAMUELS SOUTH CAMPUS.

- Attachments:**
- [1. BC Contract Law Enforcement Srvs ITN-2015-155-ZR \(1\)](#)
  - [2. Renewal Letter 12 months of 1st year](#)

7. **20-0381** MOTION TO APPROVE THE MINUTES OF THE WEDNESDAY, APRIL 15, 2020 VIRTUAL COMMISSION MEETING.

- Attachments:**
- [1. 4-15-2020 Commission Meeting Minutes](#)

8. **20-0173** MOTION TO APPROVE THE AGREEMENT WITH DOWLING CONSTRUCTION COMPANY, PURSUANT TO THE AWARD OF RFP # PL-18-06 "DIGITAL SIGNAGE FABRICATION AND INSTALLATION" FOR AN AMOUNT NOT TO EXCEED \$512,488.08, WHICH INCLUDES AN AMOUNT OF \$11,452 FOR PAYMENT AND PERFORMANCE BONDS, A 5% OWNER'S CONTINGENCY IN THE AMOUNT OF \$23,726.30, AND A 3% PERMIT ALLOWANCE IN THE AMOUNT OF \$14,235.78.

- Attachments:**
- [1. Summary of Digital Signage Locations](#)
  - [2. Location & Pricing Summary](#)
  - [3. Agreement \(Executed by Vendor\)](#)
  - [4. Exhibit A - RFP # PL-18-06](#)
  - [5. Exhibit B - Vendor's Submittal](#)
  - [6. Exhibit C - Sign and Supply Installation Schedule](#)
  - [7. Exhibit D - Payment Schedule](#)
  - [8. Commission Approval to Negotiate an Agreement \(2019-08-07\)](#)

9. **20-0190** MOTION TO APPROVE THE PURCHASE OF A CATERPILLAR DP30N DIESEL PNEUMATIC TIRE LIFT TRUCK FROM KELLY TRACTOR CO. FOR A TOTAL COST

NOT TO EXCEED \$44,600 UTILIZING THE FLORIDA SHERIFFS ASSOCIATION'S (FSA) CONTRACT NUMBER: FSA18-VEH16.0 SPEC. #71 PURSUANT TO SECTION 35.18(C)(5) OF THE CITY'S CODE OF ORDINANCES.

**Attachments:** [1. Sheriffs Bid](#)  
[2. Proposal](#)

10. [20-0335](#) MOTION TO RATIFY THE CITY MANAGER'S APPROVAL FOR THE EMERGENCY PURCHASE OF FOUR (4) REPLACEMENT VALVES FROM FERGUSON ENTERPRISES, INC. FOR A TOTAL AMOUNT NOT TO EXCEED \$55,800, PURSUANT TO SECTION 35.18(C)(1) OF THE CITY'S CODE OF ORDINANCES.

**Attachments:** [1. Invoice](#)  
[2. Invoice](#)  
[3. CM Approval](#)

11. [20-0351](#) MOTION TO APPROVE THE DEPARTMENT RECOMMENDATIONS FOR THE FOLLOWING ITEMS LISTED ON THE CONTRACTS DATABASE REPORT:

(A) A Love for Language - Part-Time Speech Language Pathologist - Renewal

(B) Planet T Uniforms, Inc. - Charter School Uniforms - Renewal

(C) Safeguard Services, Inc. - Business Lease - Renewal

(D) Nalco Company, LLC - Purchase and Delivery of Potassium Phosphate - Renewal

**Attachments:** [1. Contracts Database Report - May 6, 2020](#)  
[2. A Love for Language - Speech Language and Pathology Services Agreement](#)  
[3. Planet T Uniforms - Charter School Uniforms - 1st Amendment \(all backup\)](#)  
[4. Safeguard Services, Inc. - Business Lease Agreement \(all backup\)](#)  
[5. Nalco Company - Purchase of Potassium Phosphate \(all backup\)](#)

12. [20-0353](#) MOTION TO AWARD IFB # CS-19-05 "HOUSING CABINETS AND COUNTER TOPS" TO ABS GENERAL CONTRACTORS, INC., IN THE ANNUAL AMOUNT NOT TO



EXCEED \$197,542.93 FOR THE INSTALLATION OF CABINETS ON AN AS NEEDED BASIS, AND TO AWARD GRANITE TOPS INDUSTRIES IN THE ANNUAL AMOUNT NOT TO EXCEED \$132,457.07 FOR THE INSTALLATION OF QUARTZ COUNTER TOPS ON AN AS NEEDED BASIS, FOR AN INITIAL ONE (1) YEAR PERIOD WITH ONE (1) ADDITIONAL ONE (1) RENEWAL TERM.

**Attachments:**

1. [Agreement w/ ABS General Contractors](#)
2. [Exhibit B - ABS General Contractors Inc Submittal](#)
3. [Agreement w/ Granite Tops Industries](#)
4. [Exhibit B - Granite Tops Industries Submittal](#)
5. [Exhibit A - CS-19-05 Housing Cabinets and Counter Tops](#)
6. [CS-19-05 - Bid Tabulation](#)

13. [20-0368](#) MOTION TO APPROVE THE 2020 AMENDMENT TO THE INTERLOCAL AGREEMENT FOR DISTRIBUTION OF THE ADDITIONAL TAX ON MOTOR FUEL AND THE 2020 AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE DISTRIBUTION OF THE FIFTH CENT ADDITIONAL TAX ON MOTOR FUEL FOR TRANSIT.

**Attachments:**

1. [2020 Gas Tax Memo to Cities](#)
2. [Three Cent Local Option Gas Tax 2020 Amendment](#)
3. [One Cent Local Option Gas Tax 2020 Amendment](#)
4. [Local Option Gas Tax Revenue Overview](#)

14. [20-0376](#) MOTION TO RATIFY THE CITY MANAGER'S APPROVAL FOR THE EMERGENCY REPAIR OF COLLAPSED SEWER PIPING LOCATED AT LIFT STATION 11 FROM TECHNICAL INSPECTIONS, INC. FOR A TOTAL AMOUNT NOT TO EXCEED \$73,000, PURSUANT TO SECTION 35.18(C)(1) OF THE CITY'S CODE OF ORDINANCES.

**Attachments:**

1. [CM Approval](#)
2. [Proposal](#)

15. [20-0377](#) MOTION TO AUTHORIZE SETTLEMENT AGREEMENT REACHED BETWEEN THE CITY OF PEMBROKE PINES AND MATTHEW THORN.

**Attachments:**

1. [Settlement Agreement - Matthew Thorn.pdf](#)

16. [20-0341](#) MOTION TO APPROVE THE 2020-2021 CHARTER SCHOOL

OPT OUT OF DISTRICT MHP FORMS, MENTAL HEALTH SERVICES PLANS, AND MENTAL HEALTH ASSISTANCE PLAN OUTCOME AND EXPENDITURE REPORTS FOR THE CITY OF PEMBROKE PINES CHARTER ELEMENTARY SCHOOLS (LOCATION #5051), MIDDLE SCHOOLS (LOCATION #5081), HIGH SCHOOL (LOCATION #5121) AND FSU ELEMENTARY CHARTER SCHOOL (LOCATION #0351).

- Attachments:**
1. [Exhibit 1. SBBC-Sponsored Charter Schools Opt Out of District MHP](#)
  2. [Exhibit 2. PPCS Mental Health Assistance Allocation Plan Checklists](#)
  3. [Exhibit 3. FY2021 MHAP PPCES 06-5051](#)
  4. [Exhibit 4. FY2021 MHAP PPCMS 06-5081](#)
  5. [Exhibit 5. FY2021 MHAP 06-5121](#)
  6. [Exhibit 6. FY2021 MHAP FSU Broward District 73-0351](#)
  7. [Exhibit 7. PPCS MHP Outcome and Expenditure Reports](#)

17. **20-0046** MOTION TO APPROVE THE NEGOTIATED AGREEMENT WITH CH2M HILL ENGINEERS, INC., PURSUANT TO THE AWARD OF PSUT-18-03 "UTILITIES COMPREHENSIVE MASTER PLAN SERVICES," IN ACCORDANCE WITH FLORIDA STATUTE 287.055, CONSULTANT'S COMPETITIVE NEGOTIATION ACT (CCNA) FOR AN AMOUNT NOT TO EXCEED \$542,628.

- Attachments:**
1. [CAO Memo 2020-001 - CCNA Compliance - Utilities Comprehensive Master P](#)
  2. [Commission Meeting 2018-09-17 - Approval to Negotiate a Contract for Servi](#)
  3. [Commission Meeting 2018-08-22 - Approval to Negotiate a Contract for Servi](#)
  4. [Commission Meeting 2018-06-06 - Request to Advertise](#)
  5. [CH2M Agreement - Utilities Comp Master Plan Svcs FINAL \(VENDOR EXECI](#)

## ORDINANCES AND RESOLUTIONS:

### SECOND READING ORDINANCES:

### RESOLUTIONS:

18. **2020-R-15** MOTION TO ADOPT PROPOSED RESOLUTION 2020-R-15.

PROPOSED RESOLUTION NO. 2020-R-15 IS A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PEMBROKE PINES, FLORIDA, APPROVING A GRANT

FROM THE "URBAN AREA SECURITY INITIATIVE ("UASI") GRANT PROGRAM FY 2019", THROUGH THE STATE OF FLORIDA, DIVISION OF EMERGENCY MANAGEMENT, FOR THE BENEFIT OF THE FORT LAUDERDALE-MIAMI, COMPRISED OF VARIOUS COUNTY AND MUNICIPAL ENTITIES, INCLUDING THE CITY OF PEMBROKE PINES; AUTHORIZING THE EXECUTION OF A MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF MIAMI, AS SPONSORING AGENCY, AND THE CITY OF PEMBROKE PINES AS A PARTICIPATING AGENCY, WHICH PROVIDES FOR THE USE OF THE CITY OF PEMBROKE PINES' SHARE OF THE GRANT PROCEEDS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

**Attachments:** [1. 2020-R-15 \(UASI Grant FY19\) \(00368267xC4B6A\)](#)  
[2. UASI 2019 MOA - PP](#)  
[3. FY2019 City of Miami Agreement R0075](#)

**19. [2020-R-17](#) MOTION TO ADOPT PROPOSED RESOLUTION 2020-R-17.**

PROPOSED RESOLUTION 2020-R-17 IS A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PEMBROKE PINES, FLORIDA, EXPRESSING SUPPORT FOR THE COMPLETE STREETS IMPROVEMENT PROJECTS, INCLUDED IN THE BROWARD METROPOLITAN PLANNING ORGANIZATION'S COMPLETE STREETS MASTER PLAN, ALONG PINES BOULEVARD FROM SW 145/NW 142 AVE. TO FLAMINGO ROAD; PROVIDING FOR CONFLICTS, PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

**Attachments:** [1. MPO Proposed Resolution Pines Blvd SW 145 to NW 142.](#)  
[2. Pines Blvd SW145 NW 142 Appendix E 10](#)

**REGULAR ITEM:**

**20. [20-0382](#) DISCUSSION AND POSSIBLE ACTION TO APPROVE THE CITY OF PEMBROKE PINES EMERGENCY ORDER ISSUED ON APRIL 29, 2020, PROVIDING FOR THE LIMITED RE-OPENING OF CERTAIN FACILITIES.**

- Attachments:**
- [1. Mayor's Emergency Order April 29, 2020](#)
  - [2. Emergency Order 20-08 Broward County](#)
  - [3. CNN Report- US Could be in for ball winter-COVID-19](#)

## REPORTS OF LEAGUE REPRESENTATIVES

## REPORTS OF THE CITY MANAGER AND CITY ATTORNEY

### COMMISSION ITEMS:

21. [20-0374](#) COMMISSIONER JAY D. SCHWARTZ ITEM #1:  
DISCUSSION AND POSSIBLE ACTION TO PLACE TWO  
ITEMS ON THE AUGUST 2020 BALLOT FOR THE  
RESIDENTS OF PEMBROKE PINES FOR APPROVAL.

A. GENERAL OBLIGATION BOND (GO BOND) NOT TO EXCEED \$50M FOR A NEW POLICE HEADQUARTERS TO MEET THE GROWING DEMAND FOR MORE POLICE OFFICERS ON OUR STREETS. THE ITEM, IF APPROVED, WOULD GIVE THE CITY ADMINISTRATION THE OPTION TO SEEK THE GO BOND WITHIN FIVE YEARS OF PASSAGE TO MEET THE FINANCIAL OBLIGATIONS TO THE PUBLIC.

B. SHOULD THE CITY PEMBROKE PINES REMOVE THE RED LIGHT CAMERA PROGRAM WITHIN ITS MUNICIPAL BOUNDARIES?

### NEW BUSINESS:

### OLD BUSINESS:

**ADJOURN - 11:30 P.M.**

**CITY OF PEMBROKE PINES**

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**Marlene D. Graham, CMC**  
**City Clerk**

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION OF THE COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH RECORD INCLUDES TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE SHOULD CONTACT THE CITY CLERK, 450-1050 AT LEAST 48 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATION.