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 21, 2025

6:30 PM

Regular Commission Meeting, ADD-1 Presentation was added to the agenda on 5-15-2025.

Commission Chambers

City Commission

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

WELCOME TO YOUR CITY COMMISSION.

WE ARE PLEASED THAT YOU HAVE DEMONSTRATED AN INTEREST IN YOUR COMMUNITY BY ATTENDING A CITY COMMISSION MEETING. WE HOPE THAT YOU WILL ATTEND MORE OF THESE MEETINGS IN THE FUTURE.

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.

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.

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.

CAN YOU SPEAK AT THE MEETING?

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

THE CITY ALSO HAS A PROCEDURAL ORDINANCE FOR CONDUCTING CITY COMMISSION MEETINGS WHICH ALLOWS A TIME AT THE REGULARLY SCHEDULED COMMISSION MEETING FOR ANYONE FROM THE PUBLIC TO EXPRESS THEIR VIEWS ON ANY TOPIC.

TELEVISED

THE PUBLIC CAN LISTEN TO AND VIEW COMMISSION MEETINGS ON TELEVISION AT: COMCAST CHANNEL 78, AND AT&T U-VERSE CHANNEL 99.

WEBSITE ACCESS TO LIVESTREAM:

Online at https://www.ppines.com/135/Watch-Meeting---Live-Stream
Live Stream of the Commission Meeting can also be viewed on Youtube at www.youtube.com.

VIEW AGENDAS:

Agendas may be viewed at https://ppines.legistar.com/Calendar.aspx

ACCOMMODATIONS:

IF ANY MEMBER OF THE PUBLIC REQUIRES ADDITIONAL INFORMATION ABOUT THIS CITY COMMISSION MEETING, PLEASE CONTACT:

DEBRA ROGERS, CITY CLERK CITY OF PEMBROKE PINES 601 CITY CENTER WAY PEMBROKE PINES, FL 33025 954-450-1060 DROGERS@PPINES.COM

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.

FURTHER INFORMATION

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. 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.

THANK YOU.

WE THANK YOU FOR YOUR INTEREST IN ATTENDING THE CITY COMMISSION MEETING AND HOPE YOU WILL JOIN US AGAIN. 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

NATIONAL ANTHEM

ANNOUNCEMENT OF ITEMS TO BE PULLED FROM AGENDA

PRESENTATIONS:

PRE-1 25-1594 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.

Sponsors: Castillo

PRE-2 25-1603 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.

Sponsors: Castillo

<u>Attachments:</u> Flanagan Color Guard

PRE-3 25-1596 PRESENTATION NO. 3: MAYOR CASTILLO WILL PRESENT

A PROCLAMATION TO THE FAMILY OF GLORIA

ROSENBERG.

Sponsors: Good Jr.

Attachments: Gloria - Christmas

PRE-4 25-1602 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.

Sponsors: City Commission and City Manager

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<u>Attachments:</u> 1. PPCHS Robotics and Engineering Team

PRE-5 25-1604 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.

Sponsors: Schwartz

PRE-6 25-1590 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.

Sponsors: Castillo

PRE-7 25-1581 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.

Sponsors: Fire

PRE-8 25-1611 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.

Sponsors: Castillo

<u>Attachments:</u> 1. SOC PPCS West Middle

PRE-9 25-1608 PRESENTATION NO. 9: MAYOR CASTILLO WILL

RECOGNIZE **FLANAGAN** HIGH **SCHOOLS** BUSINESS OF AMERICA **STUDENTS** WHO PROFESSIONAL PLACED **FIRST** STATE OF **FLORIDA** IN THE AT THE **BPA**

NATIONALS.

Sponsors: Castillo

ADD-1 25-1612 PRESENTATION NO. ADD-1: MAYOR CASTILLO WILL

PRESENT A PROCLAMATION TO RON SURIN RECOGNIZING THE MONTH OF MAY AS HAITIAN

HERITAGE MONTH.

Sponsors:

Castillo

ITEMS AT THE REQUEST OF THE PUBLIC

COMMISSION AUDITOR REPORT:

APPEALS OF BOARD OF ADJUSTMENT DECISIONS:

ANNOUNCEMENT OF BOARD AND COMMITTEE APPOINTMENTS

CONSENT AGENDA:

1. 25-1469 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.

Sponsors: Recreation and Cultural Arts

Attachments: 1. Agreement with Industrial Shadeports, Inc. - RE-24-09 Shade Structure at Ma

2. Exhibit A - IFB # RE-24-09-Shade Structures at Maxwell Park and Josias Dog

3. Exhibit B - Industrial Shadeports - Bid Submittal

4. Rescinded Agenda Approval 12/18/2024

5. Bid Tab IFB RE-24-09 Shade Structures at Maxwell Park and Josias Dog Parl

25-1499 MOTION TO AWARD IFB # RE-25-01 "STAGE LIGHTING

FOR THE SUSAN B. KATZ THEATER OF THE ARTS" TO PERFORMING 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.

Sponsors: Recreation and Cultural Arts

<u>Attachments:</u> <u>1. ASF Productions Inc. - Stage Lighting for the Susan B. Katz (VE)</u>

2. Exhibit A - IFB # RE-25-01 Stage Lighting for the Susan B. Katz Theater of the

3. Exhibit B - ASF Production, Inc - Bid Submittal

4. Bid Tabulation

3. 25-1503 MOTION TO APPROVE THE FIRST AMENDMENT TO THE

PROFESSIONAL SERVICES AGREEMENT WITH M. J. & **FOR SPECIFIC NICHOLS** ASSOCIATES. LLC. SERVICES RELATED ENVIRONMENTAL TO THE CHAPEL TRAIL/HIDDEN LAKE SEEPAGE PUMP STATION PROJECT TO PROVIDE FLOOD PROTECTION TO RESIDENTS AND BUSINESSES IN WESTERN PEMBROKE **PINES** TO THE INCREASE 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.

<u>Sponsors:</u> Engineering Division

<u>Attachments:</u> 1. Original Agreement M. J. Nichols & Associates, LLC - PESS - Seepage

2. M..J. Nichols - PS Agreement - First Amendment.pdf

3. Exhibit C - M.J. Nichols & Associates, LLC Proposal for Additional Sen

4. **25-1564**

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

Sponsors: Police

Attachments: 1. 4th Amendment

2. Preliminary Master Plan - Site Option B

3. Preliminary Master Plan - Site Option A

4. Estimate of Probable Development Costs

5. 3rd Amendment

6. 2nd Amendment

7. 1st Amendment

8. Original Agreement

9. Commission Approval (2017-08-02)

5. <u>25-1578</u>

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

<u>Sponsors:</u> City Clerk

Attachments: 1. 04-16-2025 Visioning Workshop and Regular Commission Meeting Minutes- F

6. **25-1583** MOTION TO ACCEPT THE MEMORANDUM OF **UNDERSTANDING** THE CITY OF PEMBROKE BETWEEN 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 THE WILL **PROVIDE ADMINISTRATIVE SERVICES** COUNTY REQUIRED OF BROWARD AND **FACILITATE** COMPLIANCE WITH THE REQUIRED CONDITIONS OF THE GRANT.

Sponsors: Police

Attachments: 1. JAG FY 2022 MOU Between Pines and BSO

7. <u>25-1485</u> MOTION TO APPROVE REQUEST TO ADVERTISE SOLICITATION(S):

(A) RE-25-06 "ACADEMIC VILLAGE LOCKER ROOM SHOWERS RENOVATION"

Sponsors: Recreation and Cultural Arts and Public Services

<u>Attachments:</u> 1. (A) IFB # RE-25-06 - Academic Village Locker Room Showers Renovation

2. (B) Boiler Plate

8. 25-1587 **APPROVE** THE **PURCHASE** OF MOTION TO **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.

Sponsors: Technology Services Department

Attachments: 1. Quote - Y&S Technologies

2. Quote - DHE

3. Quote - Softchoice

4. Quote - Clutch Solutions

5. Lenovo Authorized Resellers

6. Lenovo Omnia Contract #01-146

 25-1591 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, TO SECTION 35.18(C)(5) OF PURSUANT THE CODE OF ORDINANCES.

Sponsors: Police

Attachments: 1. Ballistic Shield Quote

2. Point Blank Enterprises, Inc. - Original Participating Addendum

10. 25-1592

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.

Sponsors: Police

Attachments: 1. Ballistic Helmets Quote

2. Point Blank Enterprises, Inc. - Original Participating Addendum

11. 25-1579

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

Sponsors: Police

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Attachments:

1. Summary of New Vehicle 2024-2025

2. Vehicles Sent or Marked for Surplus

12. 25-1584

IFB **PSPW-25-01 "ROOF** MOTION TO AWARD # REPLACEMENT FOR VARIOUS CITY BUILDINGS" TO THE RESPONSIVE/RESPONSIBLE BIDDERS, TRIPLE **EXCEED** ROOFING. INC., IN THE AMOUNT NOT TO 10% \$133,648.90. WHICH **INCLUDES** Α 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% CONTINGENCY FEE OWNER'S IN THE **AMOUNT** OF \$6,905.07 FOR A TOTAL AMOUNT NOT TO EXCEED OF \$209,604.71.

Sponsors:

Public Services

Attachments:

- 1. Exhibit A PSPW-25-01 Roof Replacement for Various City Buildings
- 2. A-1 Property Services Vendor Executed Agreement
- 3. Exhibit B A-1 Property Services Group, Inc Bid Submittal
- 4. Triple J Roofing Vendor Executed Agreement
- 5. Exhibit B Triple J. Roofing Bid Submittal
- 6. Bid Tabulation

13. 25-1595

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 THEREFORE, **TERMS** AVAILABLE, NO COMMISSION ACTION IS REQUIRED AS THEY ARE PRESENTED FOR NOTIFICATION **PURPOSES** ONLY **PURSUANT** 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

Sponsors: Finance

<u>Attachments:</u> <u>1. Contract Performance Report Card - May 21st, 2025</u>

- 2. A. Baptist Health SFL Collaboration Agreement (All-Backup)
- 3. B. Fox-Mar School Pictures Agreement Fully Executed Agreement (AB)
- 4. C. Broward County Community Shuttle Service (All-Backup)
- 5. D. Elan Lawn and Landscape Services, Inc. City-wide Landscaping (AB)
- 6. E. Hawkins Hydrofluosilicic CO-OP (AB)

QUASI JUDICIAL CONSENT AGENDA:

14. <u>25-1498</u> 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

Sponsors: Planning and Economic Development Department

Attachments: 1. Commission Consent Agenda Affidavit

2. Unified Development Application

R L Carriers Site Plan
 Subject Site Aerial Photo
 RL Carriers Draft PZB Minutes

ORDINANCES AND RESOLUTIONS:

SECOND READING ORDINANCES:

FIRST READING ORDINANCES:

RESOLUTIONS:

15. <u>2025-R-16</u> MOTION TO ADOPT PROPOSED RESOLUTION NO. 2025-R-16.

PROPOSED RESOLUTION NO. 2025-R-16 IS RESOLUTION OF THE CITY COMMISSION OF THE CITY PEMBROKE PINES. FLORIDA: **APPROVING** AND GRANTING 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.

Sponsors: Engineering Division

Attachments: 1. Reso 2025-16 - Revised - (FPL Driftwood at WTP Easement) 4927-7410-899

Exhibit 1 to Reso 2025-16 4909-8381-9329 1 .pdf
 Exhibit 2 to Reso 2025-16 4933-7719-4305 1 .pdf

REGULAR AGENDA:

16. <u>25-1605</u> DISCUSSION AND POSSIBLE ACTION REGARDING THE CITY'S CURRENT MEETING MINUTES FORMAT.

Sponsors: City Manager

17. <u>25-1610</u> MOTION TO APPROVE THE MINUTES OF THE MAY 07,

2025, REGULAR COMMISSION MEETING.

Sponsors: City Clerk

Attachments: 1. 05-07-2025 Regular Commission Meeting Minutes- Draft

REPORTS OF LEAGUE AND MPO REPRESENTATIVES

REPORTS OF THE CITY MANAGER AND CITY ATTORNEY

COMMISSION ITEMS:

18. 25-1609 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.

Sponsors: Good Jr.

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 - 11:30 P.M.

CITY OF PEMBROKE PINES

Debra E. Rogers, CMC City Clerk