

***The Crossroads of South Florida,
We envision a sustainable economy, Let Us Grow
Together***

***CITY OF SOUTH BAY
CITY COMMISSION MEETING AGENDA
COMMISSION CHAMBER
335 SW 2ND AVENUE, SOUTH BAY FL 33493***

***TUESDAY, MARCH 19, 2019
7:00 P.M.***

***www.southbaycity.com
Phone: 561-996-6751 Fax: 561-996-7950***

Mayor:	Joe Kyles Sr.
Vice Mayor:	John Wilson
Commissioner:	Esther Berry
Commissioner:	Taranza McKelvin
Commissioner:	Betty Barnard
City Manager:	Leondrae D. Camel
City Attorney:	Burnadette Norris-Weeks
Interim City Clerk:	Vicky Del Bosquez

RULES OF PROCEDURE

WHO MAY SPEAK

Meetings of the City Commission are open to the public. They are not; however, public forums. Any resident who wishes to address the commission on any subject within the scope of the Commission's authority may do so, providing it is accomplished in an orderly manner and in accordance with the procedures outlined below.

SPEAKING ON AGENDA ITEM

- **Consent Agenda Item** – These are items, which the Commission does not need to discuss individually, and which are voted on as a group. Any Commissioner who wishes to discuss any individual item on the consent agenda may request the Mayor to pull such item from the consent agenda. Those items pulled will be discussed and voted upon individually.
- **Regular Agenda Items** – These are items, which the Commission will discuss individually in the order listed on the agenda. By majority vote, the City Commission may permit any person to be heard on an item at a non-public hearing.
- **Public Hearing Items** – This portion of the agenda is to obtain input from the public on some ordinances, resolutions and zoning applications. The chair will permit any person to be heard on the item during formal public hearings.

SPEAKING ON SUBJECTS NOT ON THE AGENDA

Any resident may address the Commission on any items pertaining to City business during the Opportunity For The Public To Address the Commission portion of the agenda. Persons wishing to speak must sign in with the City Clerk before the start of the meeting.

ADDRESSING THE COMMISSION, MANNER AND TIME

By majority vote the City Commission may invite citizen discussion on any agenda item. In every case where a citizen is recognized by the Mayor to discuss an agenda item, the citizen shall step to the podium/microphone, state his or her name and address for the benefit of the city clerk, identify any group or organization he or she represents and shall then succinctly state his or her position regarding the item before the city commission. Any question, shall be related to the business of the City and deemed appropriate by the Mayor, shall be directed to the Mayor and the Mayor shall then re-direct the question to the appropriate Commissioner or City Staff to answer the citizen question which shall be related to the business of the City.

All comments or questions of the public are to be directed to the Mayor as presiding officer only. There shall be no cross conversations or questions of any other persons. The length of time each individual may speak should be limited in the interest or order and conduct of the business at hand. Comments to the Commission by individual citizens shall be limited to three (3) minutes during the citizens request period. The City clerk shall be charged with the responsibility of notifying each citizen thirty (30) seconds before said time shall elapse and when said time limit has expired.

APPEALS

If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

DECORUM

If a member of the audience becomes unruly, the Mayor has the right to require the person to leave the room. If a crowd becomes unruly, the Mayor may recess or adjourn the meeting. Please silence all cell phones and pagers.

CONTACT INFORMATION

If anyone has questions or comments about anything on the meeting agenda, please contact the City Manager at 561-996-6751.

AMERICANS WITH DISABILITY ACT

In accordance with the Americans with Disability Act and Florida Statute 286.26, persons with disabilities needing special accommodations to participate in this proceeding should contact the city clerk no later than three (3) days prior to the meeting at 561-996-6751 for assistance.

**AGENDA
CITY OF SOUTH BAY
CITY WORKSHOP
CITY COMMISSION CHAMBERS
MARCH 19, 2019 @ 6:30 P.M.**

*South Bay, the Crossroads of South Florida,
We envision a sustainable economy, Let Us Grow Together*

NOTICE: If any person decides to appeal any decision of the City Commission at this meeting, he/she will need a record of the proceedings and for that purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, pursuant to F.S. 286.01055. The City of South Bay does not prepare or provide such records.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. DISCUSSION**
 - 3a. Agenda Items-March 19, 2019**
- 4. ADJOURNMENT**

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Any citizen of the audience wishing to appear before the City Commission to speak with reference to any agenda item must complete their "Request for Appearance and Comment" card and present completed form to the City Clerk.

- A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE THE ATTACHED LOBBYING SERVICES AGREEMENT BETWEEN MEJ CONSULTING, LLC AND THE CITY OF SOUTH BAY, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE.**

7. ORDINANCE

8. ROSENWALD ELEMENTARY SCHOOL

9. FINANCE REPORT

9a. Accounts payable report

10. CITY CLERK REPORT

10a. Next Commission Meeting – April 2, 2019 (Workshop at 6:30 p.m. – Regular Meeting at 7:00 p.m.)

10b. League Meeting Notification

10c. City Clerk Search Status

11. CITY MANAGER REPORT

11a. Health Insurance Renewal Report

11b. Commercial Vehicle Trucks - Resident Exemption Permit

12. CITY ATTORNEY REPORT

13. FUTURE AGENDA ITEMS

14. COMMISSIONER COMMENTS/FOR THE GOOD OF THE ORDER

15. ADJOURNMENT

A City Workshop of the City Commission of the City of South Bay, Florida was called to order by Mayor Joe Kyles in the Commission Chambers at 335 S.W. 2nd Avenue, South Bay, Florida on February 05, 2019 at 6:30 p.m.

Present:

Mayor Joe Kyles
Vice-Mayor Wilson
Commissioner Esther E. Berry
Commissioner Betty Barnard

Staff:

Burnadette Norris-Weeks, City Attorney
Leondrae Camel, City Manager
Jessica Figueroa, City Clerk
Massih Saadatmand, Finance Director

Mayor Kyles mentioned discussion of Strategic Planning Budget.

Commissioner Berry mentioned in regards to the Strategic Planning Budget; a tentative request for an operational budget for Twenty-Thousand Dollars (\$20,000) will be submitted. She stated, 75% of the amount will be used for Capital Improvement project and 25% will be used for Economic Development Initiative. She stated the budget will focus on the 3 goals that were identified during the Community Economic Development Survey, which was mailed out in the summer of the year of 2018. She emphasis that she will ask; under the direction from the Commission, that the City Manager develop the operational side of the budget, she will ask the Finance Director to develop the financial specific for the line items budget of Twenty-Thousand Dollars (\$20,000).

Mayor Kyles said, it was already a line item in Capital Improvement in the Budget, and he asked Commissioner Berry was she trying to establish another one. Commissioner Berry stated she envision they will use that to support any additional initiatives through the Strategic Planning Process; we have the goals but we have not identified: objectives, benchmarks as when they will accomplish those things.

Commissioner Barnard asked did she say 25% for Economic Development Initiative. Commissioner Berry said she see the two: supporting improvement designation, providing improvement designation, providing access to the recruitment or marketing for the City. She said, as they market it based on the strategic planning, landscape, economic development will be a significant part of it.

Mayor Kyles asked about youth being part of the 3 goals. She stated it was correct. He asked where they would fall in the reference with the items. She stated she needed to ask staff to review how operations would occur. She said what the goals where, Goal Number 1: Cultural Entertainment or Cultural Festival. Goal Number 2: Developing the 68 acres, Goal Number 3: Infrastructure, streets and sidewalks. She went on to say,

looking at the feedback the City receive from residents and the survey she can envision that youth outreach, youth enhancement, youth empowerment, could become part of the cultural enrichment historical. *(Full discussion/recording available through the City Clerk's Office)*

Mayor Kyles mentioned discussion of agenda items.

Resolution

The City Clerk read Resolution 04-2019 for discussion.

A Resolution of the City Commission of the City of South Bay, Florida, authorizing the lease/purchase of a 2019 Chevrolet Impala Ls 1FL (1GX69) from Stingray Chevrolet, LLC in the amount of Thirty-One Thousand Thirty-Two Dollars (\$31,032.00); Piggybacking the Florida Sheriff's Association Cooperative Purchasing Program Contract Number FSA18-VEL26.0; Providing for an effective date.

The City Manager stated the vehicle is replacing the existing administrated vehicle that is within the City Manager department. He mentioned this is to cover any future maintenance repairs and keep in lie with existing agreement prepared within the City Manager Employment Agreement.

Commissioner Berry asked the City Manager "what are the procedures for disposing of the vehicle that you're using now?" The City manager stated, it is a process in place assessing the existing Capital Items within the County Policy and outlining that vehicle would go to maintenance check and if it needs to be auction or pass down to remain with the existing vehicles. Commissioner Berry stated she would like a report on what will happen to the vehicle.

Mayor Kyles asked the City Manager how many mileages are on the vehicle. The City Manager said it was 138,000 miles on the existing vehicle.

Vice Mayor Wilson asked if they had the money in the budget for it. The City Manager said the money is there, they will need to reallocate it from another department; they looking into another department to transfer it from. Vice Mayor Wilson asked why he needs a new car. The City Manager stated traveling back to Tallahassee it was times that the existing vehicle had stopped and had to take the vehicle to a mechanic shop in Tallahassee for the issues that was occurring with the car in order to have the vehicle repaired at that present moment. *(Full discussion/recording available through the City Clerk's Office)*

Commissioner Barnard made a statement in regards to traveling and how it will have a lot of effect on your car going back and forth and cost you a lot of maintenance. She mentioned the money that is being spent on maintenance which is a lot of money; you will come out better getting a new car.

Finanace Report

Commissioner Berry stated she will meet with the Finance Director Friday and she make a request to pull all the weekly check registers until she meet with him.

City Manager Report

The City Manager mentioned the Lobbyist Item is not on the Agenda because he hasn't received the information for it. He said for the SCOPE of services; has no information that he able to bring to the Commission; he can take into legal review or bring back to the Commission for their consideration.

Commissioner Berry wanted to know where the Marquee is and when it will be installed. She stated it will expedite: Commissioner Barnard request to have the signs put up, marketing on Hwy US 27, events that they anticipate. She mentioned she want it to be addressed so they can move forward expeditiously.

Mayor Kyles mentioned two months ago when the City Manager was talking about the location; it was a problem with DOT because of the amount of area that is in the particular area and they talked about the fountain as well in that particular area. *(Full discussion/recording available through the City Clerk's Office)*

The City Manager stated on February 18th he received an email from the engineer in designers in pilot; the signs are on the truck being delivered to the City. He said he can tell the Commission, within late March the signs will be installed. He said it will be changes made to the signs for it to fit, without changing its look in the existing location in the triangular.

Commission Berry asked will it meet all the code standards. The City Manager stated it will meet all the code standards; FDOT Engineers and the City Engineers have been working together in order to have the marquee sign installed by mid-March. She stated before it happen at the Regular Meeting, she will ask the Mayor to direct staff for the City to have an unveiling of the Digital Marquee. She mentioned South Bay is the only City before you get to Clewiston on 27; people want to know what is happening here. She stated that the Digital Marquee will help the City of South Bay become the designation it should be.

Vice Mayor Wilson asked was the fountain working. The City Manager stated the fountain is not operational; they turn the pumps and the water off from going to the fountain. He mentioned the cost for operating the fountain: is astronomical.

Commissioner Barnard asked a question in regards to the status of the fountain; she wanted to know if it will be removed or not. The City Manager stated right now it will not be removed.

Joe Kyles, Mayor

ATTESTED BY:

Vicky Del Bosquez

A Regular City Meeting of the City Commission of the City of South Bay, Florida was called to order by Mayor Joe Kyles in the Commission Chambers at 335 S.W. 2nd Avenue, South Bay, Florida on February 15, 2019 at 7:00 p.m.

Present:

Mayor Joe Kyles
Vice-Mayor Wilson
Commissioner Esther E. Berry
Commissioner McKelvin
Commissioner Betty Barnard

Staff:

Burnadette Norris-Weeks, City Attorney
Leondrae Camel, City Manager
Jessica Figueroa, City Clerk
Massih Saadatmand, Finance Director

Mayor Kyles called for any voting conflicts; there were none.

Presentations *(Full discussion/recording available through the City Clerk's Office)*

A Proclamation on behalf of Eating Disorder Week was read aloud by the the City Clerk; Proclaiming February 25th 2019 – March 03, 2019 as Eating Disorder Week.

Dr. Jacobs and Lake Shore Middle Pre Law A.V.I.D. Students presented Mayor Kyles a key to room 411 Dr. Jacobs room for investing and believing in them. Dr. Jacobs expressed how thankful she was for all Mayor Kyles did for Lake Shore Middle School and playing part in the roll of her students. She said they're molding them so they can be the future: they must teach them and show them the way.

Mayor Kyles thanked Dr. Jacobs and the Pre Law A.V.I.D. Students for their presentation.

Mr. Eddie Rhodes and the Tri Cities Education Committee presented a Perfect Score Trophy to Mr. Brown who receives the perfect score on his 2018 FSA Math Exam.

Consent Agenda

Mayor Kyles called for approval of the consent agenda, inclusive of the City Workshop and Regular City Meeting Minutes of January 15th, 2019 and February 5th, 2019. The motion to approve the the consent agenda was made by Commissioner Barnard and seconded by Commissioner McKelvin. The vote was unanimously approved.

Mayor Kyles called for approval of the consent agenda, inclusive of the City Workshop and Regular City Meeting Minutes of February 19th, 2019. The motion to approve the the consent agenda was made by Commissioner McKelvin and seconded by Vice Mayor Wilson. The vote was unanimously approved.

Resolutions

The City Clerk read Resolution 04-2019 for the record.

Commissioner Barnard made a motion to approve Resolution 04-2019, a Resolution of the City of South Bay, Florida authorizing the lease the lease/purchase of a 2019 Chevrolet Impala Ls 1FL (1GX69) from Stingray Chevrolet, LLC in the amount of Thirty-One Thousand Thirty-Two Dollars (\$31,032.00); Piggybacking the Florida Sheriff's Association Cooperative Purchasing Program Contract Number FSA18-VEL26.0; Providing for an effective date. The motion was seconded by Commissioner McKelvin. The vote was unanimously approved.

Rosenwald Elementary Report

Commissioner McKelvin mentioned they will be having a parent workshop tomorrow at Rosenwald Elementary from 5:40 p.m. – 7:30 p.m.

Finance Report

Mayor Kyles said at the workshop Commissioner Berry wanted to table 9a, Accounts Payable Report until the next meeting; when she meets with the Finance Director.

Vice Mayor Wilson made a motion to table the Accounts Payable Report. The motion was seconded by Commissioner Barnard. The vote was unanimously approved.

City Clerk Report

The City Clerk announced the next City Commission Meeting on March 19th beginning with a workshop at 6:30 p.m. followed by a Regular Meeting at 7:00 p.m. She also mentioned she will resign after 10 years of being with the City and 6 years serving as the City Clerk of South Bay.

All of the Commissioners and the City Manager gave thanks to the City Clerk for serving their City and wished her good luck on her new journey.

The City Manager Report

The City Manager told the City Commission that they are responsible for the appointment of a Clerk; to think about it and which direction they will like to go into for a job description, reviewing the job description, advertising in order to fulfilled that role. He mentions he is looking to have someone placed in that role as an interim bases; in order to keep the City moving. The City Manager stated he had a conversation with a staff member; Ms. Vicky Del Bosquez is who he had in mind to serve as an Interim City Clerk. *(Full discussion/recording available through the City Clerk's Office)*

Commissioner Berry stated she support the search for a City Clerk for the City of South Bay; she as well support internal search looking at staff.

Commissioner Barnard made a motion to accept Vicky Del Bosquez as the Interim City Clerk for this present time. The motion was seconded by Commissioner McKelvin. The vote was unanimously approved.

The City Manager stated he will provide the City Commission Via Email a draft of the job description before it is advertised and request the advertising period for the Job Description; he will provide everything in the email once it is sent out within the next 2 days.

The City Manager mentioned the City has 2 house fields being considered; the Commission submitted 3 Proposals and 3 Legislatives Priorities for State appropriations. He stated 1 did not have house field designation yet and that was the Community Center. The Following 2: the Flood Control and Waterway Management have received a house field which is house field 2123. He said the bill for house filed 2123 did pass unanimously last week during Committee Meetings; House field 2125 which is the Park of Commerce , the bill for it as well passed unanimously last week as well. He mentioned both of the bills were represented by Representative Polsky which is the City representative.

Commissioner Berry made a comment in regards to the ones that attend City Commission Meetings regularly. She stated they were asked to submit one and she said no they will submit three; they have a possibility they will get two and she bet they will get the third one. She said, when they say that door is open you just keep going through because it is not close. She told the students to keep that in mind when they go forward because they will have doors that will close before they even get to the room. She told the students to remember to use the Commission Meeting as a model. She mentioned she

Mayor Kyles gave thanks to the representative from Polsky office for being the spokesperson for the Glades Area to her and he mentioned they really appreciate it.

Vice Mayor Wilson agreed with Commissioner Berry that it is a great possibility that they will get number three. He said they had the privileged to have a meeting with Senator Rubio and the discussion was about the Community Center; the wording is they need to use a ball out shelter/community center. He mentioned as he explained to the Senator when they have Hurricanes, they have to send the residents all the way to Palm Beach and they need a facility here in the Glades that will accommodate that. He stated that the Senator is really agreeing with that; they have a positive outcome from him.

Future Agenda Items

Commissioner Berry stated to facilitate the implementation of the dynamic strategic planning process. She moved for a Twenty-Thousand Dollars (\$20,000). Budget line item; 75% of that amount will be used for Capital Improvements Projects, 25% will be used for Economic Development. She said she will ask the Mayor to direct the staff to review the strategic planning goals so they can develop as a Commission the objectives. She said she will ask Mayor to direct the Finance Director to develop the line item for that budget and she will bring the results back to the Commission.

Commissioner Berry made a motion for a Twenty-Thousand Dollars (\$20,000) Budget line item, 75% of that amount will be used for Capital Improvements Projects, and 25% will be used for Economic Development. The vote was seconded by Vice Mayor Wilson. The vote was unanimously approved.

Commissioner Comments

Commissioner McKelvin thanked everyone for coming out and participating in their local government.

Commissioner Barnard thanked everyone for coming out, she told them don't let it be their last visit and ask them to come back. She said they will make sure they're advertising and they will make sure their signs are out.

Commissioner Berry thanked everyone for their present and thanked Dr. Jacobs for: the reach out, support, and the love for her students.

Vice Mayor Wilson made a statement in regards to the Logistic Center concerning the Park of Commerce; he wanted to make a motion to give the Logistical Company 60 days to finalize the contract between the City and logistical company. He said if no agreement is made by that time the City has a right to put out another RFP for that land. *(Full discussion/recording available through the City Clerk's Office)*

City Attorney told Vice Mayor Wilson to place it on the Future Agenda Items.

Vice Mayor Wilson said he had some citizens call him about maintenance problems in the new south bay apartments. He wanted some direction as to what to tell them when the call him because they having electrical problems and other issues.

Mayor Kyles stated a few individuals spoke with him about the problems as well; he took the residents' complaints, apartment numbers, and the name of the individual that lived in the particular apartment to the site Manager Ms. Torres. He mentioned she had her maintenance employees to rectify the problem. He told Vice Mayor Wilson if those individuals can go to her, he sure she will be able to rectify the problem. He directed Vice Mayor to ask the residents to go talk to Ms. Torres about the problem and if they continue to have those particular problems he should have a conversation with Ms. Torres. *(Full discussion/recording available through the City Clerk's Office)*

Vice Mayor Wilson asked the City Manager for an update; regarding the Guardrails going down to Villa Lago. The City Manager stated, he is unable to give a update; he have not heard anything regarding the guard rails towards Villa Lago. *(Full discussion/recording available through the City Clerk's Office)*

Vice Mayor Wilson thanked everyone for coming out.

Mayor Kyles told the young students to love their parents; continue to support their parents, continue to listen to their teachers, continue to get their Education because education means everything and once you get it nobody could take it away from you, unless you give it to them. He gave thanks to everyone for coming out and for the individual's that helps keep the Glades and the City of South Bay together. He told the young students before they go to bed tonight to tell their parents they love them. *(Full discussion/recording available through the City Clerk's Office)*

ATTESTED BY:

Joe Kyles, Mayor

Vicky Del Bosquez

City of South Bay
Special Commission Meeting
March 4, 2019

Page 3638

A Special City meeting of the City Commission of the City of South Bay, Florida was called to order by Mayor Joe Kyles in the Commission Chambers at 335 S.W. 2nd Avenue, South Bay, Florida on March 04, 2019 at 6:00 p.m.

Present:

Mayor Joe Kyles
Vice-Mayor Wilson
Commissioner Esther E. Berry
Commissioner Taranza McKelvin
Commissioner Betty Barnard

Staff:

Michelle Austin Pamies, City Attorney
Leondrae Camel, City Manager
Vicky DelBosquez, Interim City Clerk
Massih Saadatmand, Finance Director

Mayor Kyles mentioned discussion of Agenda Items.

Resolution

The City Clerk read Resolution 05-2019 for discussion.

A Resolution of the City Commission of the City of South Bay, Florida authorizes the Mayor and the City Manager to execute the attached Lobbying Services Agreement between MEJ Consulting, LLC and the City of South Bay, Florida; providing for an effective date.

The City Manager stated the City Commission of the City of South Bay hereby authorizes the Mayor and the City Manager to execute the Lobbyist Services Agreement between MEJ Consulting, LLC and the City of South Bay, attached hereto as Exhibit "A." The City Manager is further authorized to take all necessary and expedient action to carry out the aims of this Resolution 05-2019. He said the City Commission of the City of South Bay entering into a 1 (one) Agreement with MEJ Consulting, LLC to provide lobbying services for an amount to not exceed Twenty-Thousand Dollars (\$20,000). *(Full discussion/recording available through the City Clerk's Office)*

Vice Mayor Wilson asked the City Manager to explain to him on page 7 item b. The City Manager stated the retainers shall be paid in installments; it is the actual amount per hour that will be paid to Mr. Jackson per hours worked and documented hours for all the services render. Vice Mayor asked if the One-Hundred Dollars (\$100.00) an hour is part of traveling time. The City Manager stated it is inclusive not to exceed Twenty-Thousand Dollars (\$20,000) Agreement. He mentioned that is inclusive of travel meals and all the services that will be rendering by MEJ Consulting, LLC. Vice Mayor asked approximately how much is the distance from South Bay to Tallahassee. The City Manager said it is a 6 hour drive. Vice Mayor Wilson asked if

that would be Six Hundred Dollars (\$600.00) to go to Tallahassee. The City Manager mentioned it can be calculated that way or it can be calculated by the miles; he not sure. He said Mr. Jackson can speak on how he will bill the City. *(Full discussion/recording available through the City Clerk's Office)*

Mr. Jackson said he really appreciate the opportunity to represent the City of South Bay as a lobbyist during the RFQ process. He stated the Agreement itself as indicated by the City Manager is an all-inclusive Agreement; within 16 years of him doing consulting, he never had an all-inclusive Agreement. He mentioned it becomes a challenge to separate: travel, meals, lodging, and what's being done as a work product. He stated the SCOPE of service is outlined 21 units, 21 different aspects under the SCOPE of service; it's advertised A-U. He mentioned based on that and the amount for payments; he request that the Commission consider that amount because it's very little to get a lot done, especially if it considers the contingency of doing work in Washington D.C. which is an option on the list. He stated 2 flights to Tallahassee, 2 flights to Washington D.C. are minimum compared to over a year period of time; they will only consume maybe a quarter of what's available. He mentioned the liability insurance for the particular contract exceeds the amount made available; he understands it is a budget but it's not sufficient to completing the contract. He wanted to know if there are any additional funds available to successfully execute the contract agreement. *(Full discussion/recording available through the City Clerk's Office)*

Vice Mayor Wilson said when he do the math; with Twenty-Thousand Dollars (\$20,000) and him only taking one trip that One Thousand Dollars (\$1,000), not including food or lodging. He stated it is impossible for Mr. Jackson to go to Tallahassee and Washington every week for a whole year.

Commissioner Berry referred everyone to page 3; she did not understand that would be part of Mr. Jackson SCOPE of work, her understanding based on discussion SCOPE of work would include going to Tallahassee. She said her experience the City cannot afford a Lobbyist however a Consultant as mention on temporarily bases. She requested the Commission table the item until the budget is reviewed; given her time to review all the opportunities and to review each of the elements. She mentioned she don't think the City of South Bay can afford a Lobbyist at a Lobbyist salary; she referred everyone to page 9 item 14, it is a temporary understanding comprehensive liability insurance of a minimum amount of Five Hundred Thousand Dollars (\$500,000.00). Her question was directed to the City Manager; are the City Consultants, provided their own transportation and their own insurance. The City Manager answered yes.

Commissioner Berry referred everyone to page 6 Consultant Responsibilities; SCOPE of service section 1, she wanted to know how Mr. Jackson is interpreting the SCOPE of service. Mr. Jackson said it explains itself; he is responsible and performs the SCOPE of services as outlined. He mentioned section 1 entails a total of 21 elements but if the City desires to seek out a Federal Consultant then it takes away some of those responsibilities. He said the document is a good document; he not sure if it's the one for the particular situation, he emphasis if a budget was in place to support than it would be a fine document. He mentioned it is impossible satisfactory complete the elements that is outlined in the document based on the amount; the insurance that was reference, the insurance amount he would have to carry to cover all the particulars that were mention is an excessive Twenty-Eight Thousand Dollars (\$28,000.00). He said the services for the Contract is Twenty-Thousand Dollars (\$20,000.00); he emphasis to the Commission if they look at it in totality for a year, it is less than minimal wage.

Commissioner Berry asked a question in regards to the budget for this fiscal year is the Twenty-Thousand Dollars (\$20,000) as the designated amount. The City Manager stated it was correct. *(Full discussion/recording available through the City Clerk's Office)*

Commissioner Berry asked a question regarding reports to be submitted to the Commission, the City Manager, and the Mayor on page 3h; preparing for periodically monthly during those months, especially in the Legislative sections that the legislations not in sections, she wanted to know did Mr. Jackson know the Commission direct the action of the Consultant. She mentions that if an issue is not on the legislative agenda, the consultant supposed to promote that and advocate it for the City. Mr. Jackson answered, it is correct as outlined in the SCOPE of the service. Commissioner Berry stated she don't have the wording with her to indicate that it is the direction of the Commission that guides the SCOPE of work for the Consultant; through the City Manager the Consultant would have to present a public form what South Bay Issues are. She emphasis the issues: Lake Okeechobee, major water issues, climate change. She stated a consultant has a very important job; they have to have the materials as well as do the research and be able to present it in a way in a platform so the public understand it. She said they need to revise the language.

The City Manager referred everyone to page 2d; which showed the language is in there what Commissioner Berry made a comment about. He stated the Legislative Process is directed by the City Commission. The City Attorney stated it is an exhausted list, when you look at D it states that it is directed by the Commission, F according to the City Commission, City Manager and other staff. She mentions once you get to H; it's saying the legislative is not in session, it would be good for the Consultant to do additional work and provide information that would be good for the City about things that maybe be occurring at room making hearings, studies that maybe on the way. She stated if Mr. Jackson learns that it will be new legislative composed in the next section, he supposed to keep the City up to speed on topics of interest for the City even when the legislative not in section.

Commissioner Berry wanted to know how the document will flow in terms with; an event: emergency or something that will impact the City Economic Development quality of life. The City Manager stated the working relationship will continue as it is currently operating; the Commission guides the process, have a conversation, make motions, and give directions to the City Manager. He mentioned after, the City Manager will have that relation with the Consultant and explain to him what the Commission is looking for or the Consultant will be in the room knowing it is a topic of discussion or the City Manager will have the conversation prior it coming to the Commission and saying it is an item. He mentioned he is in a position to keep the Commissioners informed of all legislatives matters so it won't be taking it away, it will be an addition. *(Full discussion/recording available through the City Clerk's Office)*

Commissioner Barnard stated the Commissioners don't have a problem with the Agreement; it's just the amount that they're going to pay the Consultant. Mr. Jackson said it's not sufficient to cover all the elements of the Agreement. She mentioned it is a lot to do in the Agreement but they will have to wait and see.

Commissioner McKelvin had a question regarding the Twenty-Thousand Dollars (\$20,000); would it be for the fiscal Year for September 30th or for the entire year from March to March. The City Manager stated it is a 12 months Agreement but for the fiscal year the funding it will be another set aside as in the Budget beginning October 1st.

Vice Mayor Wilson stated after listening to Mr. Jackson and looking at the SCOPE of work; he think the problem is not in the contract, the problem is the amount of money. He mentioned he thinks they should work out the money details before they go any further with the Contract.

Mayor Kyles stated he is concerned about something that Mr. Jackson stated; on page 10 in reference to the insurance. He said Mr. Jackson said it will cost Twenty-Eight Thousand Dollars (\$28,000.00) by itself in order to carry the insurance on its automobile vehicle by traveling back and forth to Tallahassee; he think those are areas the Commission will need to focus on at the present time and he think they need to table it tonight to get clarity and references of scenarios to see which directions they should go because Mr. Jackson stated he don't have a problem with the Contract but the Budget amount that is being implemented. *(Full discussion/recording available through the City Clerk's Office)*

The City Manager asked Mr. Jackson what SCOPE he would be able to provide the City for the Twenty-Thousand Dollars (\$20,000). Mr. Jackson stated everything that is in the Contract is needed and necessary for their success in Tallahassee; he mentioned he wouldn't take out because it will be very difficult for him to pick out and base it on the Twenty-Thousand Dollars (\$20,000). He said he can assist the manager in specific things he may outlined for the session but it will have to be something separate from the Agreement.

Mayor Kyles stated he will prefer to direct Mr. Camel to meet with the City Manager to see how they will be able to work it out and bring it back before the Commissioners. The City Manager stated session begins tomorrow; they have 3 legislative request, 2 have house fields, 1 without. The City Manager said he is seeking directions from the Commission to work with Mr. Jackson; he want to work with Mr. Jackson for the current 3 request prior to their meeting on March 19th. He mention if it is agreeable with Mr. Jackson, the Commission and legal to Amend Resolution 05-2019 to work with the 3 legislatives proposals; at the current rate proposed and over the next 2 weeks prior to meeting again.

The City Attorney stated the agreement right now that they will execute and it have been notice by the public; it explains that is the Agreement as stated. She do think it is possible to modify it so the SCOPE of services; at the Scope of Services, they can say yes they agree to execution of the agreement provided by the SCOPE of services, it is limited by the City Manager and the Consultant the services that can be provided in Tallahassee this year which is no more than Twenty-Thousand Dollars (\$20,000). She mentioned the list can be amended to have less services provided and they will be able to work it out.

Commissioner Berry stated she is not comfortable with that; she observed the document, it has been published. She said her goal tonight was to move on something based on discussion; she understands part of what the City Attorney talked about but she is not comfortable with the language and how it will be reframed

Commissioner Barnard made a comment about tabling something that the Commission needs support on when they go to Tallahassee. She wanted to know if there was anyway they can work with Mr. Jackson to support the Commission with the 3 legislative priorities issues that is being taken to Tallassee.

Mayor Kyles asked Mr. Jackson, when him and the City Manager get together for the particular Resolution; dealing with the amount that the Commission has already budgeted. Mr. Jackson stated it works for him but it's difficult to agree to something that will be in writing without seen that even if it's on a temporarily bases. He mentioned he don't mind working pro bono until they come back from Tallahassee and until they able to make an decision; he would not be able to attend Tallahassee but he would be able to work from here.

Commissioner Berry made a motion to table Resolution 05-2019 until the next City Commission Meeting on March 19, 2019. The motion was seconded by Vice Mayor Wilson. The vote was unanimously approved.

The City Clerk read Resolution 06-2019 for discussion.

A Resolution of the City Commission of the City of South Bay, Florida authorizes the Mayor and the City Manager to execute the attached Agreement between the City of South Bay and Zahlene Enterprises, Inc. regarding the reconstruction of City of South Bay Roadways Project; providing for an effective date.

The City Manager stated Zahlene Enterprises, Inc. has submitted a proposal to the City as the lowest responsive and responsible bidder in response to Invitation for BID ITB 2018-05, Project FM# 440390-1-54-01, to perform said resurfacing work for the amount of One Million Two Hundred Fifty-Four Thousand Four Hundred Sixty-Four Dollars and Zero Cents (\$1,245,464.16); and the Florida Department of Transportation (FDOT) is in agreement with the bid award to Zahlene Enterprises, Inc. and has written a Bid Concurrence letter to the City dated February 1, 2019 recognizing Zahlene Enterprises, Inc. as the lowest responsible, responsible bidder.

Commissioner Barnard made a motion to approve Resolution 06-2019; a Resolution of the City Commission of the City of South Bay, Florida authorizes the Mayor and the City Manager to execute the attached Agreement between the City of South Bay and Zahlene Enterprises, Inc. regarding the reconstruction of City of South Bay Roadways Project; providing for an effective date. The vote was seconded by Taranza McKelvin. The vote was unanimously approved.

Vice Mayor Wilson asked Mr. Jordan Zahlene would he consider hiring locally. Mr. Zahlene said he would consider hiring locally for non-specialty labor.

Commissioner Mckelvin wanted to know the time frame to complete the job. Mr. Zahlene stated they have until December 31st, 2019.

Vice Mayor Wilson asked who would be the contact person and when will the City know when jobs would be available. Mr. Zahlene said he was going to ask who would be the point of contact for the list of potential employees, if they put a number it would be the number to Zahlene Enterprise Office but usually the project Manager that has been assigned to the project would be the contact person. Mr. Zahlene asks would the City be providing them a list of available neighbors or post up an Ad. The City Manager stated what is typically done for the City road projects; they ask the Contractor for their job site to post the jobs for the labors to come out. Mr. Zahlene said he can have several job applications on site the entire time so if anyone approaches they can take an application with them and don't have to go to their main office.

Commissioner Berry asked would Zahlene have a trailer where people can come in to fill out job applications. Mr. Zhalene said they have not been assigned an area to put a trailer; his formal on site will have several job applications in his pickup truck.

Vice Mayor Wilson wanted to know Mr. Zhalene take on a person that has a felony or been to prison. Mr. Zahlene said he believe in forgiveness and that is his model to run his company; as long as it is no current investigation going on and it been closed, for basic labor everyone deserves a second chance.

Joe Kyles, Mayor

ATTESTED BY:

Vicky Del Bosquez

RESOLUTION NO. 05-2019

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE THE ATTACHED LOBBYING SERVICES AGREEMENT BETWEEN MEJ CONSULTING, LLC AND THE CITY OF SOUTH BAY, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of South Bay ("City") recognizes the importance of monitoring and participating in the state and federal legislative process in order to protect the interests of the City and its residents; and

WHEREAS, MEJ Consulting, LLC is knowledgeable of the City of South Bay and many of its operations; and

WHEREAS, the City Commission of the City of South Bay ("City Commission") is desirous of entering into a one (1) agreement with MEJ Consulting, LLC to provide lobbying services for an amount not to exceed Twenty Thousand Dollars (\$20,000.00); and

WHEREAS, the City Commission ("City Commission") deems this service as vitally important to the residents of the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AS FOLLOWS:

Section 1. **Adoption of Representations.** The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. **Authorization of Mayor and City Manager.** The City Commission of the City of South Bay hereby authorizes the Mayor and City Manager to execute the Lobbyist Services Agreement between MEJ Consulting, LLC and the City of South Bay, attached hereto as Exhibit "A". The City Manager is further authorized to take all necessary and expedient action to carry out the aims of this Resolution.

Section 3. **Effective Date.** This Resolution shall be effective immediately upon its passage and adoption.

PASSED and ADOPTED this 4th day of March 2019.

Joe Kyles, Mayor

Attested

By: _____
Vicky Del Bosquez, Interim City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Burnadette Norris-Week, Esquire
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Barnard	_____ (Yes)	_____ (No)
Commissioner Berry	_____ (Yes)	_____ (No)
Commissioner McKelvin	_____ (Yes)	_____ (No)
Vice-Mayor Wilson	_____ (Yes)	_____ (No)
Mayor Kyles	_____ (Yes)	_____ (No)

CITY OF SOUTH BAY

LOBBYIST SERVICES

THIS AGREEMENT, made as of the _____ day of _____, 2019, by and between the CITY OF SOUTH BAY, Broward County, Florida, a municipal corporation organized and existing under the laws of the State of Florida ("CITY"), and MEJ CONSULTING, LLC ("CONSULTANT").

WITNESSETH:

WHEREAS, CONSULTANT is knowledgeable of the City of South Bay and many of its operations and future plans; and

WHEREAS, the City Commission has determined that it is desirous of entering into a one (1) year agreement with CONSULTANT to provide lobbying services for an amount not to exceed Twenty Thousand Dollars (\$20,000.00); and

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the legal sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **SCOPE OF SERVICES:**

CONSULTANT's services during the term of this Agreement shall include but not be limited to:

STATE GOVERNMENT

- A. Work with the City Commission and City Manager in developing special or general legislation as directed by the Commission.

- B. Attend the State legislative Session on behalf of the City.
- C. Testify and Lobby on behalf of the City, to the Governor and Cabinet, and all state agencies, on behalf of the CITY.
- D. Appear and testify at State agency hearings, rulemaking proceeding and other administrative and legislative meetings, in order to promote and seek passage of legislation affecting the CITY as directed by the City Commission.
- E. Coordinate appointments/meetings between the Mayor, City Commission, and other City staff, upon request, with appropriate State officials /Legislators.
- F. Report regularly to the City Commission, City Manager, and other applicable staff as designated by the CITY, through correspondence, informational bulletins, and personal briefings concerning legislation, rules, policy and program directions. This will include, but not be limited to, forwarding copies of appropriate bills to CITY; informing CITY of various meetings/hearings attended on CITY's behalf; providing CITY with any applicable interim studies prepared by the House or Senate, clippings information from the Florida Administrative Weekly which may be pertinent to the CITY; and individually meeting with or contacting the Mayor and City Commission on issues, as required by the City.
- G. The CONSULTANT shall provide the City Commission and the City Manager's Office with periodic reports during the time that the Florida Legislature has been called into regular and special session. Additionally, the CONSULTANT shall be required to send immediate alerts to the City Manager and Mayor when an immediate action may be required to be taken by the CITY or any action is being contemplated by the Florida Legislature, which will directly impact the CITY. Furthermore, the CONSULTANT shall assist in arranging trips to Tallahassee for

staff or elected officials when required to address specific issues affecting the CITY. Additionally, the CONSULTANT shall enhance the legislative program process by initiating discussions, conferences and meetings with the CITY, by and through its elected representatives and City Manager within forty-eight (48) hours of complete contract execution. A report summarizing the status of the CITY's legislative priorities shall be provided within one week of the closing of the session and a more detailed final written report on specific legislation and new requirements affecting the CITY shall be provided within a reasonable time period, not to exceed thirty days (30) from the close of session.

- H. CONSULTANT shall prepare and submit periodic written reports (at least monthly) during those months that the legislature is not in session, on issues of interest or concern to the CITY. Such information may include, but not limited to action taken at interim committee meetings, rulemaking hearings, status of studies underway, and advance notice of legislation being proposed.
- I. CONSULTANT shall upon request by the CITY, assist the CITY in coordinating applications and obtaining State grants. The CONSULTANT is not expected to prepare grant applications.

FEDERAL GOVERNMENT

CITY intends to engage CONSULTANT on a temporary basis to provide legislative consulting services relating to federal matters before the U.S. Congress, federal administrative agencies and the Executive branch. It is expressly understood between the parties that the City intends to issue an RFP and/or otherwise retain a separate Lobbying Firm for federal lobbying purposes. If the City engages a separate federal lobbyist, the parties agree to reevaluate the terms of this Agreement.

CONSULTANT shall provide the federal lobbying services as set forth below:

- J. CONSULTANT is expected to attend all scheduled, extended, or special legislative sessions and meetings; federal administrative and agency hearings, meetings, or rule making proceedings; and legal and legislative consulting services.
- K. CONSULTANT shall review on a continuing basis all existing and proposed Federal policies, programs and legislation; identify those issues that may affect the CITY or its citizens, and regularly inform the CITY as to these matters, both written and orally; and to provide legal and legislative expertise and consulting services.
- L. CONSULTANT shall assist the City Commission and staff in the coordination and development of the CITY's federal legislative program. These issues may include: public safety, law enforcement, business attraction and retention, infrastructure improvements, telecommunications, transportation, environmental, affordable housing, economic development, revenue enhancement, mandates and other issues as directed by the Commission.
- M. CONSULTANT shall monitor federal legislative committee meetings, agencies hearings and meetings prior to and during the regular and special legislative session(s) at which specific issues within the CITY's adopted legislative program are considered, as well as others that may arise that affect the CITY.
- N. CONSULTANT shall work with the City Commission and staff to develop special or general federal legislation in keeping with, or that are supportive of, the CITY's adopted legislative program.

- O. CONSULTANT shall develop strategies to obtain and maximize funding for all areas of City services including but not limited to public works, law enforcement, transportation infrastructure, water resources, housing, appropriations and grant programs administered by the Federal government;
- P. CONSULTANT shall coordinate funding, legislation and policy related activities with the United States Congress and Federal agencies; Securing appropriate authorizations and funding from the United States Congress and Federal agencies to implement the CITY'S projects;
- Q. CONSULTANT shall maintain direct and frequent contact with key United States Senators and Representatives, and advocate for the CITY'S interests during the United States legislative and regulatory process;
- R. CONSULTANT shall, upon request, coordinate appointments/meetings between the City Commission or other CITY staff, and appropriate federal officials and legislators.

GENERAL

- S. CONSULTANT shall prepare and submit reports that may include but not limited to: personal briefings and information bulletins pertinent to any legislation, rules or regulations, and other federal policies or programs that affect the CITY and its citizens either directly or indirectly. A report summarizing the status of the CITY's legislative priorities shall be provided within one week of the closing of the session and a more detailed final written report on specific legislation and new requirements affecting the CITY shall be provided within a reasonable time period, not to exceed thirty days from the close of session.

T. CONSULTANT shall prepare and submit periodic written reports (at least monthly) during those months that the legislature is not in session, on issues of interest or concern to the CITY. Such information may include, but not limited to action taken at interim committee meetings, rulemaking hearings, status of studies underway, and advance notice of legislation being proposed.

U. CONSULTANT shall upon request by the CITY, assist the CITY in coordinating applications and obtaining Federal grants. The CONSULTANT is not expected to prepare grant applications.

2. **RESPONSIBILITIES OF THE CITY:**

a. CITY shall designate the City Manager as the lead staff person to coordinate with CONSULTANT; however, other individuals may be designated by City Manager.

b. CITY shall have appropriate staff available as required to discuss issues with CONSULTANT. CITY acknowledges that especially during the legislative session, it is important to have the appropriate staff available.

c. CITY shall use its best efforts in cooperating with CONSULTANT in providing the information and documentation necessary to CONSULTANT in the performance of the lobbying services under this agreement.

3. **CONSULTANT RESPONSIBILITIES:**

CONSULTANT shall perform the scope of services, as set out in Section 1 and throughout this Agreement. This list shall not be deemed all-inclusive and may be changed from time to time as authorized by the City Commission. Consultant shall maintain all licenses, certifications and other requirements to be recognized as a lobbyist by all necessary federal and state entities.

4. **RETAINER**

a. The CITY hereby retains the CONSULTANT, and the CONSULTANT hereby accepts a retainer from the CITY in the amount not to exceed Twenty Thousand (\$20,000) Dollars annually ("RETAINER") to perform the services as set forth in the Scope of Services.

b. The retainer shall be paid in installments of ___\$100___ per ___hour___ upon presentation of an invoice outlining services rendered during the preceding month, payable in arrears.

c. The retainer shall cover all out-of-pocket expenses incurred by CONSULTANT.

5. **TERM**: The CONSULTANT is retained for a one (1) year term.

6. **EARLY TERMINATION**: The CITY reserves the right to terminate this Lobbyist undertaking at the CITY's convenience.

7. **OFFICE SPACE**: CONSULTANT agrees to make office space available, to the CITY in Tallahassee during the course of this Agreement, which will be accessible to the CITY and its staff while in Tallahassee, if needed. CONSULTANT shall also provide any staff necessary to assist the CITY and its staff while in the Tallahassee and while the Washington, D.C. area.

8. **COMPLIANCE WITH RULES AND REGULATIONS**: CONSULTANT agrees to abide by any and all CITY ordinances and resolutions that relate to the services provided pursuant to this Agreement.

9. **CONFLICT OF INTEREST**: CONSULTANT agrees that it shall not represent any entity in any form or support a position in opposition to a position of the

CITY, unless the City Commission grants a specific waiver for a specific lobbying activity. The failure to comply with this provision shall result in either or both of the following:

- (i) This Agreement shall be voidable by the CITY or
- (ii) CONSULTANT shall be prohibited for a period of up to ten (10) years as determined by the City Commission in its sole discretion from entering into a lobbying contract with the CITY.

10. **NOTIFICATION:**

a. CONSULTANT shall have the obligation to declare in writing the existence of a conflict and request a waiver, if applicable, within five (5) business days of the discovery of a conflict and after execution of this contract. Consultant shall not lobby the City, its officials or City Manager on any matter during the term of this Agreement.

b. Separate and independent from the above-referenced obligation, CONSULTANT must advise the City Manager, in writing, of any position in opposition that of the CITY, taken by the selected CONSULTANT and at the CITY's discretion, this may require that a request of waiver of such conflict be taken before the City Commission. A position in opposition to a position of the CITY may take the form of an adverse policy position or something having adverse fiscal impact on the CITY, either directly or indirectly. A position in opposition to a position of the CITY is not limited to a position that conflicts with an expressed provision of the legislative package adopted by the City Commission. It may also arise in other areas. Not every CITY interest can be anticipated or enumerated in the CITY's legislative package, and issues arise and change over the course of the legislative process. It is incumbent upon the CONSULTANT to remain mindful of the CITY's policy and fiscal interests and positions. If an actual or perceived conflict arises, CONSULTANT shall advise the City Manager in writing within five business days, and seek a waiver of the conflict before the City Commission, as necessary.

c. Once a conflict waiver has been received by the CITY, the City Manager, in

consultation with the City Attorney, reserves the right to determine whether CONSULTANT may continue representing the CITY and the other party's interest until the City Commission can consider the conflict issue. The City Commission may take, in its sole discretion, any action regarding a waiver request, including but not limited to the following:

(i) Grant a waiver and allow the CONSULTANT to continue to represent the both the CITY and the other party;

(ii) Refuse to grant a waiver and require the CONSULTANT to choose between representing the CITY or the other party, or to discontinue representing the other party;

(iii) Refuse to grant a waiver and void this Agreement;

(iv) Grant a limited waiver and allow the CONSULTANT to continue to represent both the CITY and the other party under whatever limitations or restrictions the CITY, in its sole discretion, determines to be proposed appropriate.

11. **AUDIT:** CONSULTANT shall maintain all records produced as a result of this Agreement for at least three (3) years from the date of final payment. The CITY shall have access to such books, records, and documents for the purpose of inspection or audit during normal business hours at a place convenient and agreeable to the CONSULTANT and the CITY.

12. **KEY PERSONNEL:** CONSULTANT agrees that the key personnel who will be providing services to the CITY is Michael E. Jackson.

13. **INDEMNIFICATION:** CONSULTANT shall indemnify and hold harmless the CITY, its officers, employees, representatives and agents, from any and all liability arising out of claims and litigation related to the services to be provided, including any actions that may arise from allegations regarding determination of appropriateness or inappropriateness of care or any errors or omissions related to the service provided.

14. **INSURANCE:** CONSULTANT shall maintain during the term hereof,

comprehensive automobile liability insurance in the minimum amount of Five Hundred Thousand (\$500,000.00) dollars, combined single-limit for bodily injury and property damage liability to protect CONSULTANT and CITY from claims of damages for bodily and personal injury, including death, as well as from claims for property damage, which may arise from the ownership, use or maintenance of owned and non-owned automobiles, including rented automobiles, whether such operations be by CONSULTANT or anyone directly or indirectly employed by CONSULTANT. As well, CONSULTANT shall maintain, during the term hereof, comprehensive general liability insurance in the amount of Five Hundred Thousand (\$500,000.00) dollars per occurrence, to protect CONSULTANT and CITY from claims for damages for bodily and personal injury including wrongful death, as well as from claims of property damages which may arise from any operations in connection herewith, whether such operations be by CONSULTANT or by anyone directly employed by or contracting with CONSULTANT. All insurance required hereunder be maintained by CONSULTANT shall be subject to the CITY's reasonable approval as to ratings of the insurer, and such policies, as evidenced by a certificate thereof, shall specifically include CITY an additional insured and provide thirty (30) days written notice to CITY prior to any adverse changes, cancellation or non-renewal coverage thereunder.

15. **BAR ON CONTINGENCY FEES:** No remuneration or reimbursement described herein shall be based upon a "contingency factor" connected with the success or failure of the CONSULTANT's efforts.

16. **ATTORNEY'S FEES:** Should any dispute arise hereunder, CITY shall be entitled to recover against CONSULTANT all costs, expenses and attorney's fees incurred by CITY in such dispute, whether or not suit is brought, and such right shall include all of such costs, expenses and attorney's fees through all appeals or other actions.

17. **WAIVER:** No waiver by CITY of any provision of this Agreement shall be

deemed to be a waiver of any other provisions hereof or of any subsequent breach by CONSULTANT of the same, or any other provision or the enforcement thereof. CITY's consent to or approval of any act by CONSULTANT requiring CITY's consent or approval shall not be deemed to render unnecessary the obtaining of CITY's consent to or approval of any subsequent consent or approval of CONSULTANT, whether or not similar to the act so consented to or approved.

18. **NON-ASSIGNABILITY:** This Agreement or any portion hereof shall not be assigned or transferred by either party without the written consent of the other party.

19. **NOTICE:** The delivery of any items and the giving of notice in compliance with the terms of this Agreement shall be accomplished by making same, in writing, and by the delivery thereof to the party intended to receive it or by mailing the same to the address of such party as hereinafter set forth. In the event such notice is made by mail, the same shall be given via U.S. mail, Return Receipt Requested and, unless otherwise provided herein, notice or delivery by mail shall be effective when mailed to:

As to CITY: Leondrae Camel, City Manager
City of South Bay
335 SW 2nd Avenue
South Bay, Florida 33493
Telephone: (561) 996-6751
Facsimile: (561) 996-7950

Copy to: Burnadette Norris-Weeks, City Attorney
401 North Avenue of the Arts
Ft. Lauderdale, Florida 33311
Telephone: (954) 768-9770
Facsimile: (954) 768-9790

CONTRACTOR: MEJ CONSULTING, LLC
430 SE 2nd Avenue

South Bay, Florida 33493
(561) 723-5652
Attention: Michael E. Jackson

20. **PUBLIC RECORDS:** To the extent required by law, Consultant shall comply with the public records laws in accordance with Chapter 119, Florida Statutes. Specifically, Consultant agrees to comply with Section 119.0701, Florida Statutes. Public records shall mean all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business by any agency, as defined in Section 119.011, Florida Statutes, as amended. The City shall make the sole determination of which records, if any, are exempt from inspection.

21. **BINDING EFFECT:** All of the terms and provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto, their respective assigns, successors, legal representatives, heirs and beneficiaries, as applicable.

22. **CONSTRUCTION:** This Agreement and the terms hereof shall be construed in accordance with the laws of the State of Florida and venue for all actions in a court of competent jurisdiction shall lie in Broward County, Florida.

23. **SEVERABILITY:** Should any word, phrase or provision hereof be declared illegal or invalid by a court of competent jurisdiction, such declaration of illegality and/or invalidity shall not affect the remainder hereof.

24. **ENTIRE AGREEMENT; MODIFICATION:** No statements, representations, warranties, either written or oral, from whatever source arising, except as expressly stated in this Agreement, shall have any legal validity between the parties or be binding upon any

of them. The parties acknowledge that this Agreement contains the entire understanding and agreement of the parties. No modifications hereof shall be effective unless made in writing and executed by the parties hereto with the same formalities as this Agreement is executed.

25. **CAPTIONS AND PARAGRAPH HEADINGS:** Captions and paragraph headings contained in this Agreement are for convenience and reference only and in no way define, describe, extend or limit the scope and intent of this Agreement, nor the intent of any provisions hereof.

26. **JOINT PREPARATION:** The preparation of this Agreement has been a joint effort of the parties, and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other. It is the parties' further intention that this Agreement be construed liberally to achieve its intent.

27. **COUNTERPARTS:** This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which shall constitute one and the same agreement.

28. **EXHIBITS ARE INCLUSIONARY:** All exhibits attached hereto or mentioned herein which contain additional terms shall be deemed incorporated herein by reference. Typewritten or handwritten provisions inserted in this form or attached hereto shall control all printed provisions in conflict therewith.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year set forth below their respective signatures.

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first written above.

CITY OF SOUTH BAY

ATTEST:

Vicky Del Bosquez, Interim City Clerk

BY: _____
Joe Kyles, Mayor

APPROVED AS TO FORM

Burnadette Norris-Weeks, City Attorney

Leondrae Camel, City Manager

CONTRACTOR
MEJ CONSULTING, LLC

WITNESSES:

By: _____
MICHAEL E. JACKSON

Date: _____

ATTEST:

SECRETARY

STATE OF FLORIDA)
)
COUNTY OF PALM BEACH)

SS:

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared _____ as _____, of _____, a Florida corporation, and acknowledged executed the foregoing Agreement as the proper official of _____, for the use and purposes mentioned in it and affixed the official seal of the corporation, and that the instrument is the act and deed of that corporation.

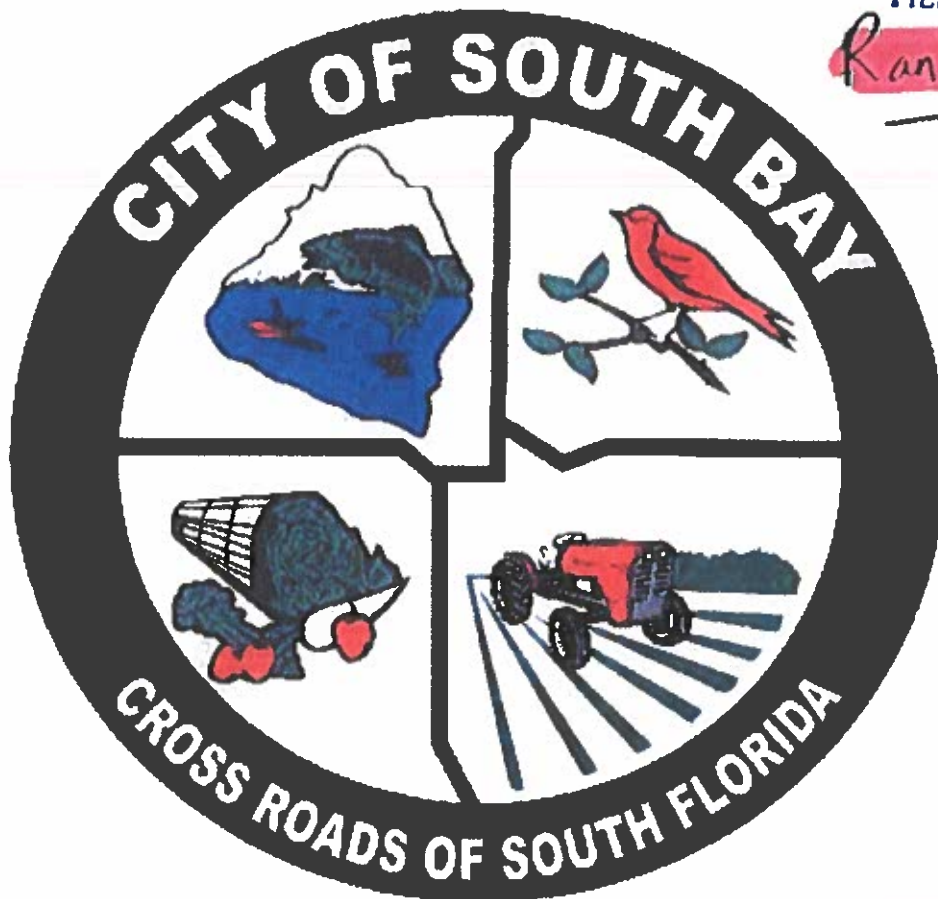
IN WITNESS OF THE FOREGOING, I have set my hand and official seal at _____ in the State and County aforesaid on this __ day of _____, 2019.

NOTARY PUBLIC

My Commission Expires:

FILE COPY

Ranking Packet



RFQ NO: 2019-01

**REQUEST FOR QUALIFICATIONS
LOBBYIST CONSULTANT SERVICES**

CITY OF SOUTH BAY
335 SW 2ND AVENUE,
SOUTH BAY, FLORIDA 33493

**City of South Bay
Legal Notice**

NOTICE IS HEREBY GIVEN that City of South Bay, Florida (City) is accepting sealed proposals for:

**INDIVIDUALS OR FIRMS FOR LOBBYIST SERVICES
Requests for Proposals (RFQ) No. 2019-01**

Complete RFQ details and Information may be found on the City website under the Bids/RFP" tab at www.southbaycity.com or by e- mailing sbcityclerk@southbaycity.com

In order to be considered for an award of contract Proposers shall submit **five (5) completed sealed proposals**, clearly marked "Lobbyist Consultant Services" forwarded or delivered to the City Clerk's Office, City of South Bay, 335 SW 2nd Avenue no later than 11:00 a.m. on Friday, January 18, 2019.

Response Format

One (1) original and four (4) copies of the complete Proposal must be submitted to:

Jessica Figueroa
City Clerk
City of South Bay
335 SW 2nd Avenue
South Bay, Florida 33493

- **RFQ NO.: 2019-01- LOBBYIST CONSULTANT SERVICES**
- **Name of Proposer; and**
- **RFQ Opening Date**

Responses received after that date and time will not be accepted and shall be returned unopened.

Proposals received at any other location than the aforementioned or after the Proposal submission date and time shall be deemed non-responsive.

RFP's will be opened and read aloud in the City of South Bay City Commission Chamber at 11:00 a.m. on Friday, January 18, 2019. An Evaluation Committee will meet in the City of South Bay Commission Chamber at 2:00 p.m. on Friday, January 18, 2019. It is anticipated that a recommendation will be made at a City Commission meeting during the month of February 2019.

The City reserves the right to reject any and all submittals.

Jessica Figueroa
City Clerk
City of South Bay, Florida
Published on: January 4, 2019, Palm Beach Post

**Request for Qualifications
Lobbyist Services for the
City of South Bay**

General Information

City of South Bay (the "City") is seeking qualifications from interested individuals/firms to provide lobbyist services for matters brought before the City of South Bay, City Commission and the various City Departments working under the City Manager. Such services shall include but not limited to attending City of South Bay, City Commission Meetings/Hearings, meetings between The City Manager and Administrative Personnel, as well as meetings with individual City Commissioners.

Background/Purpose and City Agenda Priorities

The City has acknowledged the benefit a consultant/lobbyist would bring to the City given its needed initiatives. First and foremost, the City of South Bay desires to identify funding opportunities for drainage deficiencies on Lakeshore Drive. Our initiatives are varied and require a firm or individual lobbyist who can effectively identify key funding sources for a myriad of initiatives ranging from infrastructure, drainage, and economic development, restoration of open space, bike and walking trails. The City of South Bay is seeking a lobbying firm or individual consultant/lobbyist with a proven track record for successfully accessing legislative influence that will result in favorable decisions on the City's list of agenda priorities at the Local, State and Federal levels. Currently the City is engaged in developing a Master Infrastructure Plan for which funding will need to be secured. The City will look to market the municipality to Investors/Developers along the US Highway 27 Corridor and economic development recognition and support at all levels will be important. The City desires to attract millennial to live, work and recreate in the City and desires to create a destination for all those seeking mixed-use environments as their home. The municipality has almost 30 percent of its population living at or below the poverty rate, making the refurbishment of the existing housing stock increasingly important and the need for funding to support such initiatives a priority. The consultant/lobbyist shall work closely with the City Grants Writer who will prepare and submit the proposals, grant applications and other documentation needed to secure funding based on the agenda priorities listed above.

Scope of Services

The individual lobbyist or firm must exercise their best efforts with respect to providing lawful lobbying services which the City requires to advance the above agenda priorities. The individual lobbyist or firm shall seek to identify and secure favorable consideration of the City's priorities on the City's behalf. Such individual lobbyist or lobbying firm will be responsible for making recommendations to City Commission Members and Administrative Staff regarding strategies for effectively lobbying State

and Federal officials and for making appearances before the State, Federal and Local decision making boards to further the City's agenda priorities. In addition the individual lobbyist or firm shall also work with the City Manager to schedule and meet with applicable State, County and Federal personnel to further the City's agenda priorities. The individual lobbyist or firm shall provide the City Commission with written reports as requested in a presentation format detailing activities and services being provided on behalf of and for the benefit of the City and their outcomes.

Required Elements of RFQ and Submittal Requirements

A signed original and five (5) copies of the proposal must be submitted in a sealed envelope no later than 11:00 a.m. on Friday, January 18, 2019 to the City Clerk's office, City of South Bay, 335 SW 2nd Avenue, South Bay, Florida 33493. Proposals received after the date and time indicated shall not be accepted and shall be returned unopened to the Offeror.

RFQ submittals shall contain the following information:

- 1) A letter of transmittal signed by the individual authorized to bind the Offeror.
- 2) A table of contents listing the material by section and page number.
- 3) A list of current South Florida clients/references for which similar projects were completed by the Offeror.
- 4) General information about the Offeror (i.e., company background, location of offices, years in business, organizational chart, etc.),
- 5) Statement of qualifications and experience of professionals to be utilized on this project by the Offeror
- 6) Provide proof of insurance including general liability, professional liability, automobile insurance as well as worker's compensation coverage for employees
- 7) Sworn Statement on Public Entity Crimes.

It shall be the Offeror's sole responsibility to thoroughly comply with the RFQ specifications as set forth herein. Failure of the Offeror to thoroughly examine this document shall in no way relieve any Offeror of obligations as set forth in this RFQ. Failure by the Offeror to meet any of the submission requirements shall result in the rejection of its proposal.

It shall be the Offeror's sole responsibility to ensure that its proposal reaches the specified place for submittal of such proposals, as outlined above.

The City shall bear no responsibility for any failure of the U.S. Postal service, other Courier Service or City employee to successfully deliver a proposal to the designated delivery location. The City may in its sole discretion reject any and all proposals and/or re-advertise for such proposals using the same or different specifications and terms and conditions.

Warranties -The Offeror, in the submission of its proposal in response to this RFQ, warrants to the City that it shall comply with all applicable Federal, State and local laws, regulations and orders in providing the services under the proposed documents.

In the event that the successful Offeror does not execute a contract within a time frame acceptable to the City, the City may give notice of intent to negotiate with the next most qualified Offeror or to solicit new proposals and may proceed to act accordingly.

Qualifications

Proposing firms responding to the RFQ shall demonstrate their ability to secure funding by providing evidence of experience and expertise specific to the project. Municipal, County and State examples are highly desirable.

The City reserves the right to conduct an independent investigation of the Proposer's firm by contacting listed references, independent parties or accessing public information.

INSURANCE REQUIREMENTS

Offeror must maintain the following insurance coverages in the amounts specified below during the term of the contract and any extensions thereof:

1). Workers' compensation insurance for all employees of the contractor for statutory limits in compliance with applicable state and federal laws. Notwithstanding the number of employees or any other statutory provisions to the contrary, coverage shall extend to all employees of the contractor and all subcontractors. Employers liability limits shall be not less than \$1,000,000.00 each accident; \$1,000,000.00 disease-policy limit; and \$1,000,000.00 disease-each employee.

2). Comprehensive general liability of \$1,000,000.00, per occurrence, premises and operations, independent contractors, products and completed operations, personal and advertising injury, XCU coverage, and a contractual liability endorsement \$2,000,000.00 aggregate.

3). Business auto liability of \$1,000,000.00 per occurrence or combined single limit for bodily injury and property damage liability. This insurance shall be an "any-auto" policy including hired and non-owned auto liability coverage. The City shall be included as an additional named insured under the general liability and automobile liability policies and a waiver of subrogation against the City shall be included in all workers' compensation policies. Current valid insurance policies meeting the requirements herein identified shall be maintained during the term of the contract, and any extensions thereof. A current certificate of insurance issued not more than 30 calendar days prior to the submission of the bid documents demonstrating the required coverages shall be submitted with the offeror's bid documents. There shall be a 30 day notification to the City in the event of cancellation or modification of any stipulated insurance policy. It shall be the responsibility of the contractor to ensure that all subcontractors are adequately insured or covered under their policies.

All certificates of insurance shall be subject to the City's verification and approval as part of the City's evaluation of the bid or proposal. The City may require the contractor to provide a complete certified copy of the insurance policy(ies). If the contractor

includes the installation of machinery and/or equipment into an existing structure, the comprehensive general liability policy must include an endorsement covering same, including installation and transit.

The required insurance coverages shall be issued by an insurance company duly authorized and licensed to do business in the State of Florida with minimum qualifications in accordance with the latest edition of A.M. Best's Insurance Guide: Financial Stability: B+ to A+.

All required insurance shall preclude any underwriter's rights of recovery or subrogation against the City with the express intention of the parties being that the required coverages protect both parties as the primary insurance for any and all losses covered by the above described insurance.

Violation of the terms of such insurance requirements shall constitute a material breach of the contract by the contractor and the City, at its sole discretion, may cancel the contract and all rights, title and interest of the contractor shall thereupon cease and terminate.

Comparative Evaluation Criteria

Criteria:

1. Offeror's experience and years of experience (30%)
2. Similar consultant services experience/examples (30%)
3. Quality and Applicability of references (20%)
4. South Florida Clients (Palm Beach County) (20%)

Comparative Evaluation Criteria

1. Offeror's experience and years of experience (30%)
2. Similar consultant services experience/examples (30%)
3. Quality and Applicability of references (20%)
4. South Florida Clients (Palm Beach County) (20%)

Name of Firm or Individual: _____

By: _____
(Authorized Signature)

Print Name: _____

Title: _____

Date: _____

Michael E. Jackson
P.O. Box 941
430 SE 2nd Avenue
South Bay, FL 33493
MEJConsult@gmail.com
561.723.5652

January 17, 2019

Jessica Figueroa
City Clerk
City of South Bay
335 SW 2nd Avenue
South Bay, FL 33493

RE: Letter of Transmittal - RFQ NO.: 2019-01-LOBBYIST CONSULTANT SERVICES
MICHAEL E JACKSON
JANUARY 18, 2019

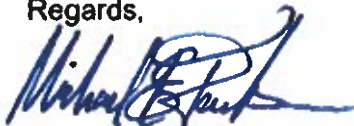
Dear Ms. Figueroa:

I am pleased to transmit the enclosed Request for Qualifications (RFQ), (one original and four copies) to the City of South Bay. This RFQ is for Lobbyist Consultant Services.

I am very excited about the possibility of working with the city's staff and elected officials as a lobbyist/consultant as I firmly believe that I embody the skill sets and experience to successfully satisfy the Scope of Services identified within the construct of this RFQ. It would also be personal and professional privileges to offer my services as I am a life-long resident and former South Bay City Commissioner and City Manager.

If I can provide you any additional information or can answer any question(s) that you may have, please let me know. My contact information is referenced above.

Regards,



Michael E. Jackson
Consultant – Independent Contractor

Enclosure: Request for Qualification Responses – Lobbyist Consultant Services

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List of Current and Relevant Clients

**Palm Beach County School District
Division of Charter Schools
Covenant Arts Academy
Advisor/Founding Partner 2017 – Present**

Duties & Responsibilities: Served as the co-applicant/advisor of a state of Florida newly approved Charter School. Covenant Arts Academy was recently approved by the Palm Beach County School District as a fully recognized charter. The application was in excess of 100 pages and measured the team's abilities to successfully present and convince Palm Beach County School District's Charter School division staff and ultimately 7-member School Board.

My current and immediate duties are fully aligned with the locating of an appropriate physical site for the school within the Glades region, marketing, recruiting, hiring of an administrative staff, teachers, and enrolling students and the overall partnering with the Glades communities/businesses to become active participants in the opening of the K-8 Charter School with a TBD date of either August 2019 or 2020. I am presently in negotiations for the initial 5-year contract with the PBC School District, which includes a multimillion dollar budget. I will remain active as the grant writer for the school in order to adequately fund all interest and activities associated with Covenant Arts Academy.

Reference:

**Jim Pegg
Director
3300 Forest Hill Boulevard
West Palm Beach, FL 33406
561.434.8779**

**Florida Crystals Corporation
Community Liaison and Outreach
2016– Present**

Duties & Responsibilities: Serve as a Consultant/Liaison for the company as the coordinator, facilitator and representative of Florida Crystals in relative meetings/workshops with elected/appointed and senior level staffs and departments of the Cities of South Bay, Pahokee, Belle Glade, Palm Beach County and appropriate regulatory agencies by attending and/or presenting during weekly/bi-weekly/monthly meetings. Additional duties include the development of strategic partnerships with community based and non-profit organizations, local chambers, economic development/workforce entities and educational institutions. I also encourage and promote Economic and Community Development initiatives (using Glades Regional Master and other regional Plans as a guide).

Reference:

**Caroline Villanueva
South Florida External Affairs Manager
1 North Clematis Street – Suite 200
West Palm Beach, FL 33401
561.366.5125**

**Merrick Damon Real Estate
Director of Business Development
2016 – Present**

Duties & Responsibilities: As the director of Business Development my primary duties are aligned with building the business portfolio under the MD Real Estate families of companies' brand to include MD Affiliate Real Estate Offices throughout the states of Florida and Georgia, the MD Real Estate School, the MD Foundation and the MD Fund. As a member of the Leadership Team, I help determine the direction of the family of companies organizational, administrative and fiscal structures.

Reference:
Merrick Williams
Owner/Broker
2435 N. Dixie Highway
Wilton Manors, FL 33305
1.800.516.7550

Street Beat, Inc.
Executive Director
2013 – Present

Duties & Responsibilities: Serve as Chief Executive Officer for local non-profit agency. Street Beat, Inc. (SBI) launch its inaugural programs in 1996 and continues to serve the Glades region youth and families. SBI's Mission is to Train youth to become self-reliant, by focusing on personal development through discipline and the Arts. The average annual budget is approximately \$300,000 with a bulk of the funding coming from local, state and federal grants and foundations. The Executive Director is responsible for budget development, grant writing and all fiscal matters. The organization is governed by a 7-member governing board.

Reference:
Kenneth K. Jackson
Founder/President
205 SE 3rd Avenue
South Bay, FL 33493
561.662.3119

Previous Strategic and Relevant Professional Experiences

Palm Beach County Board of County Commissioners
Tri-City Liaison

Duties & Responsibilities – See accompanied Resume

Reference:
Jess Santamaria – former County Commissioner, District 6
561.512.4196
jessrsantamaria@gmail.com

South Florida Water Management District

Director – Broward County

Duties & Responsibilities – See accompanied Resume

Reference:

**Pamela Brooks-Thomas – former Governing Board Member, Broward County
954-240-0978**

City of South Bay

City Commission & City Manager

Duties & Responsibilities – See accompanied Resume

Reference:

**Clarence E. Anthony – former Mayor City of South Bay – Past President and Executive Director, National
League of Cities
561.310.8877**

Michael E. Jackson
Company / Business General Information Profile

Company Background

Mr. Jackson begin his business/company experiences with L & MJ Consulting in 2005 through 2012 after successful stints as an elected official (City Commissioner) in his hometown of South Bay from 1992 – 1996 and later as its City Manager from 1996 – 2002. He also successfully served as the Service Center Director of Broward County with the South Florida Water Management District, a 16 county state (of Florida) agency, from 2002 – 2005.

After taking a personal leave of absence from work due to multiple consecutive deaths in his immediate family, Mr. Jackson re-entered the workforce as an Independent Contractor from 2013 where he currently serves in this capacity in his current roles as Executive Director for Street Beat, Inc., Community Liaison and Outreach Specialist with Florida Crystals Corporation, Director of Business Development for MerrickDamon Real Estate Companies and Advisor and Founding Partner of Covenant Arts Academy Charter School.

Mr. Jackson range of employment experiences well suits him to fully understand and appreciate the city's desires in satisfying its Agenda Priorities via the parameters defined in RFQ No. 2019-01's Scope of Service. He has a proven track record in successfully accessing legislative influence throughout his professional experiences and most assuredly as a City Commissioner, City Manager and state agency Director with the SFWMD.

MICHAEL JACKSON 430 SE 2ND AVENUE SOUTH BAY, FL 33493 561.723.5652

January 17, 2019

Jessica Figueroa
City Clerk
City of South Bay
335 SW 2nd Avenue
South Bay, FL 33493

Re: RFQ NO.: 2019-01 – Lobbyist Consultant Services

Dear Mrs. Figueroa:

I understand that the city of South Bay is currently seeking a lobbyist with a proven track record for successfully accessing legislative influence that will result in favorable decisions regarding the city's legislative priorities at the local, state and federal levels. Therefore, it is with great interest that I submit my statement of qualifications for your team's consideration.

In reviewing my professional history, you will find that I have appeared before various local, state and federal decision makers with request of gaining financial and positional favor from the same with noticeable success, namely as an elected and appointed official. Many of my previous accomplishments directly correlate to the city's agenda priorities and clearly defined Scope of Services. I am highly educated and trained in the following areas:

*Grant Writer *Fiscal Administrative Strategist *Budget Manager *Legislative Liaison *Municipal Finance Specialist *Municipal Lobbyist *Project Manager

The opportunity to assist the city and implement the asks of this RFQ and the welcomed challenges associated with the same, compelled me to pursue this opportunity. I am confident that I can effectively lead and direct the success of the city's desired goals.

I look forward to your consideration and an opportunity to speak further to you and your team regarding my professional assets and experiences. Thank you in advance for taking the time to review my credentials.

Sincerely,



Michael E. Jackson

Enclosure: Resume

MICHAEL E. JACKSON

430 SE 2ND Avenue * South Bay, FL 33493 * (561) 723.5652 * Mejconsult@gmail.com

PROFILE

Talented, accomplished and experienced Senior Administrator/Executive, with a broad background in directing municipal, governmental and non-profit entities. Exhibit excellent communication, organizational, computer/technical and inter-personal skills with the ability to relate to people of various ethnic, socio-economic, and cultural experiences; Strategic thinker, able to create, develop and communicate vision, using collaborative and team building processes; Ability to see the big picture and determine the necessary steps to achieve it; Effective and efficient at recognizing the strengths and abilities of individuals/teams and motivating them to establish vision and accomplish mission through goal setting; Intelligent, dedicated, highly energetic individual with strong work ethic and moral principles; and Exceptional presentation, leadership and communication skills.

PROFESSIONAL BACKGROUND

Covenant Arts Charter School *TBD 2017 – Present*
Advisor/Founding Partner

- * Secure and Negotiate Site Location
- * Marketing, Planning and Recruitment Manager
- * Grant Administrator/Writer
- * Community Outreach Specialist

Florida Crystals Corporation *Glades Region 2016 – Present*
Community Liaison/Outreach Specialist

- * Facilitate, Coordinate and Present in Community Meetings/Workshops
- * Serve as Municipal Liaison with Tri-Cities (Belle Glade, South Bay, Pahokee)
- * Coordinate with Palm Beach County and appropriate Regulatory Agencies
- * Develop Strategic Partnerships with NPOs, local Chambers, Economic Development/Workforce entities

MerrickDamon Real Estate family of Companies *Wilton Manors, FL 2016 - Present*
Director of Business Development

- * Serves as the Manager for Business Startups and Expansions
- * Direct and Manage Business Affiliates in the states of Florida and Georgia
- * Promote/Market MD Real Estate Schools and Foundation

Street Beat, Inc. *South Bay, FL 2013 – Present*
Executive Director

- * Serve as Chief Executive, Administrative and Fiscal Officer for an Arts' based NPO
- * Manage after and out of school Arts and Mentoring Projects

- * Oversees day to day administrative and management functions
- * Serve as grant writer and administrator
- * Complete Annual Fiscal/Management Accreditation Review
- * Supervise a staff of employees and volunteers
- * Coordinate programs and events with local schools and other entities involved with youth and families

L & MJ Consulting, Inc. *Palm Beach County, FL 2005 – 2012*
Chief Executive Officer / Principal Consultant

- * Serves as Chief Executive and Principal Consultant for company
- * Oversees governmental, private and non-profit projects from implementation phase throughout project completion
- * Assist with the creation and development of business start-ups; manage and recommend economic and comprehensive strategies for business expansions
- * Assist individuals, companies and organizations with permitting, planning and zoning matters
- * Provide fiscal, administrative and management recommendations and strategies to companies and governmental entities throughout the tri-county region
- * Provide leadership training and coaching for middle to senior level executive managers

Board of County Commission – District 6 *West Palm Beach, FL 2007 – 2010 Liaison/Ombudsman*
(Independent Contractor)

- * Coordinated efforts between elected and community representatives of Western Palm Beach County, namely South Bay, Belle Glade, Pahokee and all contiguous unincorporated areas and the District 6 County Commissioner to develop and enhance working relationships
- * Identified and facilitated, with county senior level staff and appropriate regional representatives, the timely completion of municipal capital projects throughout western Palm Beach County
- * Identified and developed plans with municipalities to evaluate redevelopment and revitalization needs and services, from basic infrastructure to social services programs, in order to enhance the quality of life of residents within the region
- * Coordinated with the appropriate county agencies to address affordable/workforce housing within the region through repair, replacement or new housing efforts and the identification of potential funding sources outside of county funding
- * Developed a strategic workforce plan for training and retraining of citizens in the region through cooperative efforts with Workforce Alliance and coordinated efforts with the county's Economic Development Team, Business Development Board and Tourist Development Council to create a plan to improve the tourist and economic base of the region

South Florida Water Management District (SFWMD) *Broward County, FL 2002 - 2005*
Director

- * Supervised and directed a senior professional staff of a regional office in Broward County, FL.
- * Primary responsibilities included but were not limited to, budget development and implementation
- * Assisted in the delivery of regulatory services, water supply planning, land management and monitored SFWMD funded/supported programs

- * Provided direct/indirect financial and or technical assistance to local governments and special water control districts throughout Broward County
- * Served as a communication link between the SFWMD and all municipal and county governmental entities within Broward County
- * Implemented/promoted environmental education/awareness programs
- * Assisted in both internal and external agency coordination
- * Assisted local governments in post hurricane disaster recovery efforts

City of South Bay *South Bay, FL 1996 – 2001*

City Manager

- * Served as Chief Executive and Fiscal Officer for the city of South Bay
- * Primarily responsible as day to day administrative services under the auspices of a Manager-Commission form of government
- * Directed and supervised a multi-disciplined workforce and employees
- * Trained and Directed Department Heads and Senior level Directors/Managers
- * Served as the official administrative spokesman for the city of South Bay
- * Encouraged and promoted Economic and Community Development initiatives
- * Served as the official legislative liaison with County, State and Federal officials/representatives
- * Provided and recommended theoretical framework to an elected body of legislators (Mayor and Commission) for policy development consideration
- * Developed and managed multimillion dollar annual budget

Palm Beach County Schools

Palm Beach County, FL 1987-1988 / 1991-1996

Educator/Teacher

- * Developed and implemented educational initiatives as a state of Florida Certified teacher within the Palm Beach County School system (Lake Shore Middle School, Pahokee High School and West Technical Education Center)
- * Served as a GED Instructor and Educational Counselor within the Correctional Educational School Authority system at the Glades Correctional Institute
- * Served as an Adjunct Social Sciences Professor at a Palm Beach County satellite campus of Bethune-Cookman College

EDUCATION

Master's of Applied Social Sciences (MASS) - Public Administration
Florida Agricultural and Mechanical University, Tallahassee, FL.
Graduated with Honors, earned Dean's Scholarship

Bachelor's of Science (BS) in Political Science
Florida Agricultural and Mechanical University, Tallahassee, FL.

RELATED EXPERIENCES

- * Present and Past Member of several Board of Trustees for local social/civic and non-profit organizations (Street Beat, Inc., Boys and Girls Club, C.L. Brumback Health Center, Palm Beach County Mental Health Services, Glades General Hospital, ARC of the Glades)
- * Serves on the Jackie Robinson Scholarship Committee - Florida Advisory/Selection Committee
- * Served as an inaugural Board Member of the Glades Utility Authority (GUA)
- * Leadership Broward County – Senior Executive Orientation
- * Served as a two term elected official, City Commissioner, for the City of South Bay
- * Candidate for Palm Beach County Commission (2006 & 2010 Primary Election's Runner-up)
- * Elder – Glades Covenant Community Church (Administrator, Finance and Facilities)
- * Directed a mentoring program Life-long Solutions for Students at Lake Shore Middle School
- * Participated in several local, state and federal councils/associations/committees (Palm Beach Community College – Steering Committee, Florida League of Cities, National League of Cities, Florida City and County Management Association – FCCMA and the International City/County Manager's Association – ICMA)
- * Participated in and represented the United States of America, via the National League of Cities (NLC) in a local government leadership exchange initiative in Ghana, West Africa
- * Served as a legislative intern at the Florida State Senate (Senator A. Girardeau) and US Congress (Congressman William Grant)

REFERENCES

Clarence E. Anthony
 Executive Director – National League of Cities
 (561) 310-8877
Anthony@nlc.org

Jess R. Santamaria
 (former) Palm Beach County Commissioner
 (561) 512-4196
jessrsantamaria@gmail.com

Proof of Insurance
RFQ NO.: 2019-01 – Lobbyist Consultant Services

Insurance requirements to be met if and when applicable prior to execution of Contract.

**SWORN STATEMENT UNDER SECTION 287.133 (3) (a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER
OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted for RFQ NO.: 2019-01.
2. This sworn statement is submitted by Michael E. Jackson
Whose business address is: 430 SE 2nd Avenue South Bay, FL 33493
and (if applicable) its Federal Employer Identification Number (FEIN) is N/A
(If entity has no FEIN, include the Social Security Number of the individual signing this sworn
statement: _____)
3. My name is Michael E. Jackson and my relationship to the entity named
above is Consultant - Independent Contractor
4. I understand that a "public entity crime" as defined in Section 287.133(1)(g), Florida Statutes,
means a violation of any state or federal law by a person with respect to and directly related to
the transaction of business with any public entity or with an agency or political subdivision of
any other state or of the United States, including, but not limited to, any bid or contract for
goods or services to be provided to any public entity or an agency or political subdivision of any
other state or of the United States and involving antitrust, fraud, theft, bribery, collusion,
racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in Section 287.133 (1) (b), Florida
Statutes, means a finding of guilt or a conviction of a public entity crime, with or without
adjudication of guilt, in any federal or state trial court of record, relating to charges brought by
indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry
of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Section 287.133(1) (a), Florida Statutes, means: (1)
A predecessor or successor of a person convicted of a public entity crime; or (2) An entity under
the control of any natural person who is active in the management of the entity and who has
been convicted of a public entity crime. The term "affiliate" includes those officers, directors,
executives, partners, shareholders, employees, members, and agents who are active in the
management of an affiliate. The ownership by one person of shares constituting a controlling
interest in another person, or a pooling of equipment or income among persons when not for fair
market value under an arm's length agreement, shall be a prima facie case that one person
controls another person. A person who knowingly enters into a joint venture with a person who
has been convicted of a public entity crime in Florida during the preceding 36 months shall be
considered an affiliate.
7. I understand that a "person" as defined in Section 287.133(1) (e), Florida Statutes, means any
natural person or entity organized under the laws of any state or of the United States with the
legal power to enter into a binding contract and which bids or applies to bid on contracts for the

provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, that statement which I have marked below is true in relation to the entity submitting this sworn statement. [Please indicate which statement applies.]

☒ Neither the entity submitting this sworn statement, nor one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity, has been charged with and convicted of public entity crime subsequent to July 1, 1989.

☐ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. [Please attach a copy of the Final Order.]

☐ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. [Please attach a copy of the Final Order.]

☐ The person or affiliate has not been placed on the convicted vendor list. [Please describe any action taken by or pending with the Department of General Services.]

Date:

1.17.19

Signature:



STATE OF:

Florida

COUNTY OF:

Palm Beach

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who after first being sworn by me, affixed his/her signature in the space provided above on this

17

day of

January

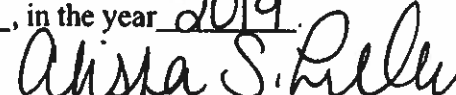
in the year

2019

My commission expires:

7/23/2019

Notary Public



ALISHA S. LUDLUM
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF903107
Expires 7/23/2019

Print, Type, or Stamp of Notary Public

Personally known to me, or Produced Identification:

Florida Driver License

Type of ID



City of South Bay

South Bay City Hall
335 SW 2nd Avenue
South Bay, FL 33493
Telephone: 561-996-6751
Facsimile: 561-996-7950

www.southbaycity.com

Commission

Joe Kyles Sr.
Mayor

John Wilson
Vice Mayor

Esther E. Berry

Betty H. Barnard

Taranza McKelvin

Leondrae Camel,
City Manager

Interim City Clerk
Vicenta Del Bosquez

Bernadette Norris-Weeks
City Attorney

To: Honorable Mayor and Commissioners
From: Massih Saadatmand, Finance Director
Thru: Mr. Leondrae Camel, City Manager
Date: March 14, 2019
Ref: Weekly check register

Enclosed, please find the summary of check register as of March 14, 2019:

General Fund

• Utility:	
Comcast	\$ 557.01
FPL	5,999.31
PBC Water	1,785.29
Earthlink	1,306.48
• CAP Engineering/Government	8,535.25
• Bank of America	281.84
• Civic Plus	3,000.00
• Florida Municipal Ins. Trust	4,733.50
• PB County Sheriff	15,379.58
• Marathon	1,423.34
• Brandon Display	9,120.00
• Aetna	12,164.05
• Ford	1,768.20
• BayFest	6,675.73
• Demps Construction	1,642.00
• Deposit refund	150.00
• Purchased of supplies, materials and parts	3,906.61
• Payment for various services	4,105.57
• Payroll deductions	6,055.74
• Other	14,587.11
Total	\$ 103,176.61

Sanitation Fund

Waste Management \$ 35,905.96

Capital Project Fund

D. Stephenson Construction \$ 184,128.58
Cap Engineering 1,192.50
\$ 185,321.08

W & S Fund

US Water \$ 3,942.43

Revenues:

• Ad Valorem Taxes	\$ 11,996.11
• Local Option gas & Communication	15,460.50
• FP & L (franchise & Utility Tax)	32,909.36
• Other	20,782.69
• Sales Tax & Revenue sharing	64,446.65
Total	\$ 145,595.31

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount	
11492	AMANDA MUNOZ	AMANDA MUNOZ	02/14/2019	150.00	*
11493	AMERICAN MOBILE STAG	AMERICAN MOBILE STAGING INC	02/14/2019	1,425.00	C
11494	DMG INC	ENERGIZED GAME	02/14/2019	1,210.00	L
11495	EARNEST LOVELY	EARNEST LOVELY	02/14/2019	1,300.00	L
11496	FEDERAL EXPRESS	FEDERAL EXPRESS	02/14/2019	91.46	B
11497	JOHN DEERE FINANCIAL	JOHN DEERE FINANCIAL	02/14/2019	496.63	L
11498	KEVIN BROWN, SR	KEVIN BROWN	02/14/2019	400.00	E
11499	KIDSBOUNCE4FUN PART	KIDSBOUNCE4FUN PARTY RENTALS	02/14/2019	528.00	L
11500	LAWNMOWER HEADQUAI	LAWNMOWER HEADQUARTER	02/14/2019	32.43	A
11501	NEPOLEON COLLINS	NEPOLEON COLLINS	02/14/2019	69.00	E
11502	PERFORMANCE NAPA	PERFORMANCE NAPA	02/14/2019	238.22	A
11503	PETTY CASH	CITY OF SOUTH BAY-PETTY CASH	02/14/2019	322.76	D
11504	ROBBIE TIRE	ROBBIE TIRE	02/14/2019	62.06	B
11505	ROLFE & LOBELLO, P.A.	ROLFE & LOBELLO, P.A.	02/14/2019	130.00	C
11506	ROSENWALD ELEMENTAI	ROSENWALD ELEMENTARY	02/14/2019	1,000.00	L
11507	SIGN A RAMA	SIGN A RAMA	02/14/2019	127.50	A
11508	TERRANCE JONES	TERRANCE JONES	02/14/2019	500.00	E
11509	VRC	VRC	02/14/2019	380.00	B
				Non-Electronic Transactions:	8,463.06
				Total Transactions:	8,463.06

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
11510	PETTY CASH	CITY OF SOUTH BAY-PETTY CASH	02/14/2019	300.00
Non-Electronic Transactions:				300.00
Total Transactions:				300.00

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
11511	EL PRADO CUBAN CAFE	EL PRADO CUBAN CAFE	02/19/2019	46.00
Totals:			Total Transactions:	46.00

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount	
11512	ABRAHAM ROA	Abraham Roa	02/22/2019	400.00	E
11513	BELLE GLADE WHOLESAL	BIG LAKE SNACK SALES, INC	02/22/2019	616.23	J
11514	CAP ENGINEERING	CAP ENGINEERING	02/22/2019	5,000.00	
11515	CAP GOVERNMENT	CAP GOVERNMENT	02/22/2019	3,535.25	
11516	CIVICPLUS INC	CIVICPLUS INC	02/22/2019	3,000.00	
11517	COASTAL NETWORK SOL	COASTAL NETWORK SOLUTIONS, LLC	02/22/2019	1,500.00	D
11518	COMCAST	COMCAST	02/22/2019	189.55	
11519	ECONO SIGNS	ECONO SIGNS	02/22/2019	668.24	A
11520	EVERGLADES TRADING	EVERGLADES TRADING	02/22/2019	60.22	L
11521	FLORIDA MUNICIPAL IN	FLORIDA MUNICIPAL INSURANCE TRUST	02/22/2019	4,731.00	
11522	FORD CREDIT DEPT 67-4	FORD CREDIT DEPT 67-434	02/22/2019	899.74	
11523	HOOK'S WELDING	HOOK'S WELDING	02/22/2019	95.00	B
11524	LAKE HARDWARE	LAKE HARDWARE	02/22/2019	162.46	A
11525	MAILFINANCE	MAILFINANCE	02/22/2019	342.00	B
11526	NATIONAL LEAGUE OF C	NATIONAL LEAGUE OF CITIES	02/22/2019	833.27	D
11527	PBC CITY MANAGEMENT	Palm Beach County City Management A	02/22/2019	40.00	L
11528	PBC SHERIFF'S OFFICE	PALM BEACH COUNTY SHERIFF'S OFFICE	02/22/2019	15,379.58	
11529	PERFORMANCE NAPA	PERFORMANCE NAPA	02/22/2019	106.56	A
11530	PRESTON SMITH	PRESTON SMITH	02/22/2019	3,000.00	D
11531	XEROX CORP	XEROX CORPORATION	02/22/2019	228.39	B
Non-Electronic Transactions:				40,787.49	
Total Transactions:				40,787.49	

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount	
11532	ALLY	ALLY	02/28/2019	503.52	B
11533	BANK OF AMERICA, NA	BANK OF AMERICA	02/28/2019	281.84	
11534	BETTY BARNARD	BETTY BARNARD	02/28/2019	577.00	D
11535	BRANDANO DISPLAYS INC	BRANDANO DISPLAYS INC	02/28/2019	9,120.00	
11536	COMMUNITY ASPHALT	OHL COMMUNITY ASPHALT	02/28/2019	551.15	A
11537	DELTACOM 1058	EARTHLINK	02/28/2019	1,306.48	
11538	DEMPS GET IN CONSTRU	DEMPS GET IN CONSTRUCTION, LLC	02/28/2019	1,042.00	
11539	FLORIDA MUNICIPAL IN	FLORIDA MUNICIPAL INSURANCE TRUST	02/28/2019	2.50	
11540	HILTON GARDEN INN TALI	HILTON GARDEN INN TALLAHASSEE FLORIDA	02/28/2019	390.00	D
11541	JERRY SEYMORE	JERRY SEYMORE	02/28/2019	108.00	
11542	JOE KYLES	JOE KYLES	02/28/2019	577.00	
11543	JOHN WILSON	JOHN WILSON	02/28/2019	577.00	
11544	JP ELECTRONIC	JEFF PAULDO D/B/A JP ELECTRONICS &	02/28/2019	94.00	B
11545	KELLY TRACTOR	KELLY TRACTOR	02/28/2019	102.84	A
11546	LAKE HARDWARE	LAKE HARDWARE	02/28/2019	26.69	A
11547	LAWNMOWER HEADQUAI	LAWNMOWER HEADQUARTER	02/28/2019	106.85	
11548	ORIGINAL EQUIPMENT	ORIGINAL EQUIPMENT	02/28/2019	86.48	
11549	ORSENIGO REPAIR	ORSENIGO REPAIR & MAINT. INC	02/28/2019	637.00	B
11550	PERFORMANCE NAPA	PERFORMANCE NAPA	02/28/2019	191.94	A
11551	QUALITY TELEPHONE	QUALITY TELEPHONE	02/28/2019	106.61	B
11552	SEASON TO SEASON, LLC	SEASON TO SEASON, LLC	02/28/2019	175.00	L
11553	WALMART COMMUNITY	WAL-MART COMMUNITY	02/28/2019	216.16	A
Non-Electronic Transactions:				17,380.06	
Total Transactions:				17,380.06	

15,738.06

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
11554	BETTY BARNARD	BETTY BARNARD	02/28/2019	185.00
11555	DEMPS GET IN CONSTRU	DEMPS GET IN CONSTRUCTION, LLC	02/28/2019	1,642.00
11556	TARANZA MCKELVIN	TARANZA MCKELVIN	02/28/2019	185.00
Non-Electronic Transactions:				2,012.00
Total Transactions:				2,012.00

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
11557	ESTHER BERRY	ESTHER BERRY	03/01/2019	326.18
11558	ESTHER BERRY	ESTHER BERRY	03/01/2019	326.19
11559	ESTHER BERRY	ESTHER BERRY	03/01/2019	326.18
Totals:			Total Transactions:	978.55

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount	
11560	AETNA	AETNA	03/06/2019	12,164.05	
11561	AFLAC	AFLAC	03/06/2019	1,556.20	C
11562	COLONIAL LIFE PROCES	COLONIAL LIFE PROCESSING CENTER	03/06/2019	1,009.94	I
11563	COMCAST	COMCAST	03/06/2019	367.46	
11564	COMMUNITY ASPHALT	OHL COMMUNITY ASPHALT	03/06/2019	971.56	A
11565	EVERGLADES FARM EQU	EVERGLADES EQUIPMENT GROUP	03/06/2019	42.97	I
11566	FEDERAL EXPRESS	FEDERAL EXPRESS	03/06/2019	166.90	B
11567	FORD CREDIT DEPT 67-4	FORD CREDIT DEPT 67-434	03/06/2019	506.96	
11569	FPL	FPL	03/06/2019	5,999.31	
11570	IAMAW	IAMAW	03/06/2019	350.16	C
11571	LIBERTY NATIONAL	LIBERTY NATIONAL	03/06/2019	724.69	I
11572	LYONS PRINTING	LYONS PRINTING	03/06/2019	78.00	B
11573	MARATHON/MEX BANK	WEX BANK	03/06/2019	1,423.34	
11574	MARRIOTT WARDMAN PA	MARRIOTT WARDMAN PARK HOTEL	03/06/2019	1,661.03	D
11575	MUTUAL OF OMAHA	MUTUAL OF OMAHA	03/06/2019	316.26	I
11576	NEOFUNDS BY NEOPOST	NEOFUNDS BY NEOPOST	03/06/2019	500.00	B
11577	NEW YORK LIFE INS	NEW YORK LIFE INSURANCE COMPANY	03/06/2019	176.28	C
11578	PBC WATER UTILITIES	PALM BEACH COUNTY WATER UTILITIES	03/06/2019	1,785.29	
11579	PETTY CASH	CITY OF SOUTH BAY-PETTY CASH	03/06/2019	160.00	D
11580	PRIMESTAR DIGITAL NET	PRIMESTAR DIGITAL NETWORK	03/06/2019	149.00	B
11581	ROLFE & LOBELLO, P.A.	ROLFE & LOBELLO, P.A.	03/06/2019	130.00	C
11582	SOLSTICE BENEFITS IN	SOLSTICE MARKETPLACE	03/06/2019	587.33	A
11583	THE SHERWIN WILLIAMS	SHERWIN WILLIAMS CO.	03/06/2019	133.40	A
11584	TRC FARM INDUSTRIAL	TRC FARM & INDUSTRIAL SUPPLY INC	03/06/2019	80.94	I
11585	UNITED SITE SERVICES C	UNITED SITE SERVICES OF FLORIDA INC	03/06/2019	227.50	E
11586	WASHINGTON NATIONAL	WASHINGTON NATIONAL INS. CO.	03/06/2019	391.14	C
Non-Electronic Transactions:				31,659.71	
Total Transactions:				31,659.71	

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
11587	FORD CREDIT DEPT 67-434	FORD CREDIT DEPT 67-434	03/07/2019	361.50
11588	MARRIOTT WARDMAN PARK HOTEL	MARRIOTT WARDMAN PARK HOTEL	03/07/2019	996.62

Non-Electronic Transactions: 1,358.12

Total Transactions: 1,358.12

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
11589	MARRIOTT WARDMAN PA	MARRIOTT WARDMAN PARK HOTEL	03/07/2019	996.62
Non-Electronic Transactions:				996.62
Total Transactions:				996.62

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
11590	HILTON GARDEN INN	HILTON GARDEN INN	03/11/2019	837.00
Non-Electronic Transactions:				837.00
Total Transactions:				837.00

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
184	WASTE MANAGEMENT	WASTE MANAGEMENT INC. OF FLORIDA	02/28/2019	33,474.87
Non-Electronic Transactions:				33,474.87
Total Transactions:				33,474.87

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
185	WASTE MANAGEMENT	WASTE MANAGEMENT INC. OF FLORIDA	03/07/2019	2,431.09
Non-Electronic Transactions:				2,431.09
Total Transactions:				2,431.09

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
131	D.STEPHENSON CONSTR	D.STEPHENSON CONSTRUCTION, INC.	02/28/2019	184,128.58
Totals:			Total Transactions:	184,128.58

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
132	CAP ENGINEERING	CAP ENGINEERING	03/07/2019	1,192.50
Non-Electronic Transactions:				1,192.50
Total Transactions:				1,192.50

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Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
2139	US WATER	U.S. WATER SERVICES CORPORATION	02/28/2019	3,942.43
Non-Electronic Transactions:				3,942.43
Total Transactions:				3,942.43