

#### CITY OF NORTH MIAMI BEACH

City Commission Meeting
City Hall, Commission Chambers, 2nd Floor
17011 N.E. 19th Avenue
North Miami Beach, FL. 33162
Tuesday, May 15, 2018
6:00pm

Vice Mayor Beth E. Spiegel Commissioner Anthony F. DeFillipo Commissioner Barbara Kramer Commissioner Frantz Pierre Commissioner Phyllis S. Smith Commissioner Fortuna Smukler City Manager Ana M. Garcia, ICMA-CM City Attorney Jose Smith City Clerk Pamela L. Latimore, CMC

### **City Commission Regular Meeting Minutes**

#### **ROLL CALL OF THE CITY OFFICIALS**

The meeting was called to order at 6:00pm. Present at the meeting were Vice Mayor Beth E. Spiegel, Commissioner Anthony F. DeFillipo, Commissioner Barbara Kramer, Commissioner Frantz Pierre, Commissioner Phyllis S. Smith, and Commissioner Fortuna Smukler. City Manager Ana M. Garcia, City Attorney Jose Smith, and City Clerk Pamela L. Latimore were also present.

**INVOCATION** by City Clerk Pamela L. Latimore.

PLEDGE OF ALLEGIANCE was led by the Vice Mayor and Commission.

### REQUESTS FOR WITHDRAWALS, DEFERMENTS AND ADDITIONS TO AGENDA

City Clerk Latimore announced that David Templer will be nominated for appointment to the General Employees Pension Board and Jaime Miller will be nominated for appointment to the Police and Fire Pension Board.

Vice Mayor Spiegel opened the meeting for **PUBLIC COMMENT**.

City Clerk Latimore read the rules of public comment into the record and the following person(s) made comments on the record:

- 1. Marilyn Baumoehl 18635 N.E. 20th Ct., North Miami Beach, FL.
- 2. Mubarak Kazan

The meeting was closed for **PUBLIC COMMENT**.

### CONSENT AGENDA

#### Regular Commission Meeting Minutes of March 20, 2018 (Pamela Latimore, City Clerk)

# Resolution 2018-28 Victory Pool Retaining Wall Repair (Julio Magrisso, Assistant Director of Parks and Recreation)

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH MIAMI BEACH, FLORIDA, APPROVING THE AWARD OF INVITATION TO BID NO. 2018-06 "VICTORY POOL PARAPET/RETAINING WALL REPAIR"; AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE AN AGREEMENT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, MARVI BUILDERS LLC, IN AN ESTIMATED BUDGETED AMOUNT OF \$77,400.00.

### Resolution 2018-29 Bollard Replacement (Frank Ruiz, Capital Improvements Project Manager)

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH MIAMI BEACH, FLORIDA, APPROVING AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE AN AGREEMENT WITH THE GORDIAN GROUP FOR THE PURCHASE OF LED BOLLARD LIGHTING IN AN ESTIMATED AMOUNT OF \$54,810.32.

# Resolution 2018-30 Window Replacement City Hall Fourth Floor (Frank Ruiz, Capital Improvements Project Manager)

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH MIAMI BEACH, FLORIDA, APPROVING AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE AN AGREEMENT WITH HOME DEPOT U.S.A., INC. FOR THE PURCHASE OF IMPACT RATED WINDOWS IN AN ESTIMATED AMOUNT OF \$113,000.00.

## Resolution 2018-31 Highland Drive Roundabout ITB Award (Fernando Rodriguez, Director of Public Works)

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH MIAMI BEACH, FLORIDA, APPROVING THE AWARD OF INVITATION TO BID NO. 2018-05 "HIGHLAND DRIVE ROUNDABOUT"; AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE AN AGREEMENT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, R&G ENGINEERING, INC., IN AN ESTIMATED BUDGETED AMOUNT OF \$293,827.02.

# Resolution 2018-32 City Hall, Solid Waste, Fleet Management Painting (Frank Ruiz, Capital Improvements Project Manager)

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH MIAMI BEACH, FLORIDA, APPROVING AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE AN AGREEMENT WITH HOME DEPOT U.S.A., INC. FOR PAINTING SERVICES FOR THE MAIN STAIRWELL IN CITY HALL AND THE SOLID WASTE AND FLEET MANAGEMENT BUILDINGS LOCATED AT 1965 NE 151ST STREET, IN AN ESTIMATED AMOUNT OF \$55,066.40.

# Resolution 2018-34 Amphitheater Canopy Replacement and Structure Paint ITB Award (Julio Magrisso, Assistant Director of Parks and Recreation)

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH MIAMI BEACH, FLORIDA, APPROVING THE AWARD OF INVITATION TO BID NO. 2018-03 "AMPHITHEATER CANOPY REPLACEMENT AND STRUCTURE PAINT AND REFURBISHMENT":

AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE AN AGREEMENT WITH THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, AWNINGS BY DESIGN CORP., IN AN ESTIMATED BUDGETED AMOUNT OF \$138,000.00.

# Resolution 2018-35 Hazel Fazzino Park Utility Easement Agreement Amendment (Fernando Rodriguez, Director of Public Works)

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH MIAMI BEACH, FLORIDA, GRANTING EASEMENTS FOR THE CONSTRUCTION, OPERATION, AND MAINTENANCE OF UTILITY FACILITIES TO BE LOCATED AT HAZEL FAZZINO PARK.

RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH MIAMI BEACH, FLORIDA, AUTHORIZING AND APPROVING THE CITY MANAGER OR DESIGNEE TO EXECUTE AN AGREEMENT WITH GARLAND/DBS INC. FOR CITY HALL ROOF REPAIR AND REPLACEMENT IN AN ESTIMATED AMOUNT OF \$144,000.00.

Motion to approve the Consent Agenda made by Commissioner Kramer, seconded by Commissioner Pierre. MOTION PASSED 6-0.

#### **LEGISLATION**

# Resolution 2018-24 CH2M Hill Work Order Change Orders (Jeffrey Thompson, Director of NMB Water)

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH MIAMI BEACH, FLORIDA, APPROVING CHANGE ORDERS TO WORK ORDER 3, WORK ORDER 6, AND WORK ORDER 8, THEREBY AMENDING THE AGREEMENTS BETWEEN THE CITY OF NORTH MIAMI BEACH AND CH2M HILL ENGINEERING, INC., BY EXTENDING THE TIME FRAMES FOR COMPLETING WORK ORDERS 3, 6, AND 8, AND AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE CHANGE ORDERS, AND TO DO ALL THINGS NECESSARY IN FURTHERANCE OF THE CHANGE ORDERS.

Motion to approve the Resolution 2018-24 made by Commissioner DeFillipo, seconded by Commissioner Kramer.

Director of NMB Water Jeffrey Thompson provided an explanation of Resolution 2018-24 and discussed three work orders that require no-cost change order time extensions due to justifiable reasons.

Voice Vote: MOTION PASSED 6-0.

# Resolution 2018-26 CH2M Hill Agreement Amendments to Exhibits (Jeffrey Thompson, Director of NMB Water)

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH MIAMI BEACH, FLORIDA, APPROVING THE FIRST AMENDMENT TO THE NMB WATER OPERATION, MAINTENANCE, AND PROGRAM MANAGEMENT SERVICES AGREEMENT BETWEEN THE CITY OF NORTH MIAMI BEACH AND CH2M HILL ENGINEERS, INC.; PROVIDING FOR AN UPDATE OF EXHIBITS 16A, 17, 18 AND 29, COMPLETION OF EXHIBITS 19, 22 AND 24, AND AMENDING

EXHIBIT 27; AND AUTHORIZING THE CITY MANAGER, OR DESGINEE, TO EXECUTE THE AMENDMENT TO THE AGREEMENT, AND TO DO ALL THINGS NECESSARY IN FURTHERANCE OF THE AMENDED AGREEMENT.

Motion to approve the Resolution 2018-26 made by Commissioner DeFillipo, seconded by Commissioner Kramer.

Director of NMB Water Jeffrey Thompson provided an explanation of Resolution 2018-26 and discussed the amending of several exhibits contained in the agreement between the City of North Miami Beach and CH2M Hill Engineers, Inc.

Voice Vote: MOTION PASSED 6-0.

### Resolution 2018-33 Closed Captioning Services (Gil Sosa, Senior Information Technology Manager)

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH MIAMI BEACH, FLORIDA, WAIVING COMPETITIVE BIDDING IN THE BEST INTERESTS OF THE CITY AND APPROVING AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE AN AGREEMENT WITH GRANICUS, INC. FOR CLOSED CAPTIONING OF CITY COMMISSION IN AN ESTIMATED AMOUNT OF \$60,000.00 PER YEAR.

Motion to approve the Resolution 2018-33 made by Commissioner DeFillipo, seconded by Commissioner Kramer.

Senior I.T. Manager Gil Sosa and Chief Procurement Officer Donna Rockfeld provided an explanation of Resolution 2018-33 and discussed the implementation of closed captioning services for meetings recorded in the Commission chambers.

Voice Vote: MOTION PASSED 6-0.

# Resolution 2018-37 Fiscal Year 2018 Budget Amendment April Request (Janette Smith, Finance Director)

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH MIAMI BEACH, FLORIDA, APPROVING A BUDGET AMENDMENT TO THE ANNUAL BUDGET FOR FISCAL YEAR OCTOBER 1, 2017 TO SEPTEMBER 30, 2018, FOR THE GENERAL FUND, HANDICAPPED PARKING FINES FUND, AND THE INFORMATION TECHNOLOGY FUND.

Motion to approve the Resolution 2018-37 made by Commissioner DeFillipo, seconded by Commissioner Kramer.

Finance Director Janette Smith provided an explanation of Resolution 2018-37 and discussed the required amendments and modifications to the City's annual adopted budget.

**Motion** to amend to remove the line item regarding the Fulford Fountain Restoration in the amount of \$275,000 made by Commissioner Smith, seconded by Commissioner Smukler. **MOTION PASSED 6-0.** 

Voice Vote: MOTION PASSED 6-0.

Director of Public Works Fernando Rodriguez provided historical background information and explained the restoration process of the Fulford Fountain.

Director of Community Development Richard Lorber discussed the grant that was applied for and received regarding the restoration of the Fulford Fountain.

Chief Procurement Officer Donna Rockfeld provided an explanation regarding the bidding and funding of the Fulford Fountain restoration project.

**Motion** to **approve** the line item regarding the Fulford Fountain Restoration in the amount of \$275,000 made by Commissioner Smith, seconded by Commissioner DeFillipo.

Voice Vote: MOTION PASSED 6-0.

Vice Mayor Spiegel asked City staff to provide the Commission with a progress report concerning the progress of the Fulford Fountain restoration project.

## Ordinance 2018-6 Development Agreement Ordinance (First Reading) (Richard Lorber, Director of Community Development)

AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH MIAMI BEACH, FLORIDA AMENDING THE CODE OF ORDINANCES, CHAPTER XXIV "NORTH MIAMI BEACH ZONING AND LAND DEVELOPMENT CODE," ARTICLE V, "ZONING USE DISTRICTS," SECTIONS 24-58 "MIXED USE (MU) DISTRICT," 24-58.1 "FULFORD MIXED-USE TOWN CENTER DISTRICT (MU/TC)," 24-58.2 "MIXED-USE EMPLOYMENT CENTER DISTRICT (MU/EC)," 24-58.3 "MIXED-USE EMPLOYMENT CENTER DISTRICT (MU/EC)," 24-58.4 "ARCH CREEK MIXED-USE CORRIDOR DISTRICT (MU/C)," 24-58.5 "SOUTHERN MIXED-USE WATERFRONT DISTRICT (MU/SWF)," 24-58.6 "NORTHERN MIXED-USE WATERFRONT DISTRICT (MU/NWF)," 24-58.7 "EASTERN MIXED-USE WATERFRONT DISTRICT (MU/EWF)," AND CREATING ARTICLE XIX "DEVELOPMENT AGREEMENTS" TO PROVIDE FOR THE REQUIRED PROCEDURE, CONTENTS, AND PUBLIC HEARINGS FOR DEVELOPMENT AGREEMENTS; PROVIDING FOR THE REPEAL OF ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; PROVIDING FOR SEVERABILITY; CODIFICATION; AND FOR AN EFFECTIVE DATE.

Motion to approve the Ordinance 2018-6 made by Commissioner DeFillipo, seconded by Commissioner Kramer.

Director of Community Development Richard Lorber provided an explanation of Ordinance 2018-6 and stated that development agreements in the state of Florida permit cities and developers to enter into development agreements to define the roles, responsibilities, costs, public benefits, and timing of development projects.

Deputy City Attorney Sarah Johnston explained that a development agreement allows developers to preserve their rights in exchange for certain public benefits and the City gains control of how those benefits are implemented.

Vice Mayor Spiegel opened the meeting for PUBLIC HEARING.

There were no speakers.

The meeting was closed for PUBLIC HEARING.

#### Roll Call Vote

DeFillipo - Yes, Kramer - Yes, Pierre - Yes, Smith - Yes, Smukler - Yes, Spiegel - Yes. MOTION PASSED 6-0 on First Reading.

# Ordinance 2018-7 Zoning Permitted Uses (First Reading) (Richard Lorber, Director of Community Development)

AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF NORTH MIAMI BEACH, AMENDING THE CODE OF ORDINANCES, CHAPTER XXIV "NORTH MIAMI BEACH ZONING AND LAND DEVELOPMENT CODE", ARTICLE II "DEFINITIONS", SECTION 24-22 "DEFINITIONS" TO ADD DEFINITIONS FOR AUTOMOTIVE SALES AND RENTAL USES, BOAT AND MARINE USES, GAME ROOMS, SPORTS AND AMUSEMENT FACILITIES, LIGHT INDUSTRIAL USES, MECHANICAL AND AUTOMOTIVE EQUIPMENT SALES AND SERVICE, PERSONAL SERVICES USES, GENERAL RETAIL USES, AND WAREHOUSE AND DISTRIBUTION USES; AMENDING ARTICLE V "ZONING USE DISTRICTS" TO STREAMLINE AND CORRECT PERMITTED AND CONDITIONAL USES TO BE CONSISTENT WITH THE DEFINITIONS, ADDING CERTAIN USES TO THE PERMITTED AND CONDITIONAL USES LISTED IN THE B-1 LIMITED BUSINESS DISTRICT, B-2 GENERAL BUSINESS DISTRICT, B-3 INTENSIVE BUSINESS DISTRICT, B-4 DISTRIBUTION BUSINESS DISTRICT, B-5 DISTRIBUTION BUSINESS AND MEDIUM INDUSTRIAL DISTRICT, FULFORD MIXED-USE TOWN CENTER DISTRICT, MIXED-USE EMPLOYMENT CENTER DISTRICT, MIXED-USE NEIGHBORHOOD CENTER DISTRICT, ARCH CREEK MIXED-USE CORRIDOR DISTRICT, SOUTHERN MIXED-USE WATERFRONT DISTRICT, NORTHERN MIXED-USE DISTRICT, AND EASTERN MIXED-USE WATERFRONT DISTRICT; PROVIDING FOR THE REPEAL OF ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; PROVIDING FOR SEVERABILITY; CODIFICATION; AND FOR AN EFFECTIVE DATE.

Motion to approve the Ordinance 2018-7 made by Commissioner Kramer, seconded by Commissioner DeFillipo.

Director of Community Development Richard Lorber provided an explanation of Ordinance 2018-7 and stated that the proposed text amendment to the Zoning and Land Development Code would modernize and update the list of permitted, conditional, and prohibited uses within the City's commercial districts.

Vice Mayor Spiegel opened the meeting for PUBLIC HEARING.

- 1. Terrance Camenzuli 17151 N.E. 17th Ave., North Miami Beach, FL.
- 2. Marilyn Baumoehl

The meeting was closed for PUBLIC HEARING.

#### Roll Call Vote

Kramer - Yes, Pierre - Yes, Smith - Yes, Smukler - Yes, DeFillipo - Yes, Spiegel - Yes. MOTION PASSED 6-0 on First Reading.

# Ordinance 2018-8 Amending "Camping Prohibited" Ordinance (First Reading) (Sarah Johnston, Deputy City Attorney)

AN ORDINANCE OF THE MAYOR AND CITY COMMISSION AMENDING THE CODE OF ORDINANCES OF THE CITY OF NORTH MIAMI BEACH, FLORIDA, BY AMENDING CHAPTER IX OFFENSES AND MISCELLANEOUS PROVISIONS, SPECIFICALLY SECTION 9-35 ENTITLED "CAMPING PROHIBITED" TO REMOVE THE TERM "FIREARM"; PROVIDING FOR THE REPEAL OF ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; PROVIDING FOR SEVERABILITY; CODIFICATION; AND FOR AN EFFECTIVE DATE.

Motion to approve the Ordinance 2018-8 made by Commissioner DeFillipo, seconded by Commissioner Smith.

City Attorney Smith provided an explanation of Ordinance 2018-8 and discussed removing the word 'firearms' from Section 9-35 of the City Code.

Vice Mayor Spiegel opened the meeting for **PUBLIC HEARING**.

Mubarak Kazan

The meeting was closed for PUBLIC HEARING.

#### Roll Call Vote

Pierre - Yes, Smith - Yes, Smukler - Yes, DeFillipo - Yes, Kramer - Yes, Spiegel - Yes. MOTION PASSED 6-0 on First Reading.

### **APPOINTMENTS**

**Motion** to **appoint** David Templer to the General Employees Pension Board made by Commissioner Kramer, seconded by Commissioner Smith.

**MOTION PASSED 6-0.** 

**Motion** to **appoint** Jaime Miller to the Police and Fire Pension Board made by Commissioner DeFillipo, seconded by Commissioner Smith.

MOTION PASSED 6-0.

The City Commission discussed the process of filling the vacancy in Group/Seat 1.

**Motion** to **appoint** Commissioner Kramer as Mayor made by Commissioner DeFillipo. Motion died for lack of a second.

Motion to appoint Vice Mayor Spiegel as Mayor made by Commissioner Smith, seconded by Commissioner Pierre.

#### Roll Call Vote

DeFillipo - No, Kramer - Yes, Pierre - Yes, Smith - Yes, Smukler - Yes, Spiegel - Yes. MOTION PASSED 5-1 with Commissioner DeFillipo opposed.

City Attorney Smith stated that upon being sworn-in as Mayor, Vice Mayor Spiegel automatically vacates her Commission Group/Seat 4 by virtue of the dual office holding provision in the Florida Constitution.

City Clerk Latimore performed the swearing-in of Vice Mayor Spiegel as Mayor.

Mayor Spiegel thanked the City Commission, the City Manager's Office, the City Attorney's Office, and the City Clerk's Office for their support in helping move the City forward.

The Commission discussed the process of filling the vacancy in Group/Seat 4.

Motion to establish a selection and appointment process to fill the vacancy in Commission Group/Seat 4 by inviting all interested individuals to apply and provide qualifying information to the Office of the City Clerk by June 7, 2018 at 5:00pm and the City will schedule and advertise a Special Commission Meeting for June 14, 2018 at 6:00pm made by Commissioner Smith, seconded by Commissioner Smukler.

**MOTION PASSED 6-0.** 

City Clerk Latimore announced that the Regular Commission Meeting scheduled for September 18, 2018 needs to be changed due to Yom Kippur and the City Commission and City staff discussed possible dates and September 25, 2018 was chosen.

#### **CITY MANAGER'S REPORT**

Director of Public Works Fernando Rodriguez presented a mid-year Capital Improvements Projects (CIP) status report and discussed Fiscal Year 2018 encumbered funds to date, challenges and obstacles, and a timeline of projects. CIP Manager Frank Ruiz discussed projects that are in progress in Eastern Shores, Uleta, City Center, Oak Grove, Washington Park, Highland Village, Sunray West, Winward, Monticello, Allen Park, and Sunray East.

City Manager Garcia and Director of Public Works Fernando Rodriguez announced that the City was awarded a 2018 Street Tree Matching Grant by Miami-Dade County.

Assistant City Manager Esmond Scott discussed the upcoming Kids to Parks Day event at Victory Pool on May 19, 2018.

### **CITY ATTORNEY'S REPORT**

City Attorney Smith discussed recent litigation cases involving a slip and fall at the tennis center and an injury at a park; two new forfeiture cases and four closed forfeiture cases; several mortgage foreclosures; new and closed bankruptcy cases; and a public records case and an employment discrimination case.

#### **MAYOR'S DISCUSSION**

Mayor Spiegel thanked the City Commission for their confidence in her, appreciated the response of the residents who attended, and stated that she would do her best to serve the City and move the City forward.

#### **CITY COMMISSION REPORTS**

Commissioner DeFillipo congratulated Mayor Spiegel on her appointment, expressed that the City Commission will continue to move the City forward, congratulated Commissioner Smukler on her appointment, and thanked the City staff for their work.

Commissioner Kramer congratulated Commissioner Smukler and Mayor Spiegel on their appointments, wished for City staff members to enjoy their upcoming vacations, and announced that May is Haitian Heritage Month.

Commissioner Pierre congratulated Mayor Spiegel and Commissioner Smukler on their appointments and stated that the City Commission will work together to move the City forward.

Commissioner Smith congratulated Commissioner Smukler and Mayor Spiegel on their appointments and discussed the upcoming Jewish American Month event at the North Miami Beach Library, the recent Hurricane Expo and Mother's Day Breakfast, Haitian Heritage Month events in Miami-Dade County, and the upcoming 'Check, Please' show featuring restaurants in North Miami Beach, and thanked and appreciated everyone for attending the meeting and encouraged further participation.

Commissioner Smukler congratulated Mayor Spiegel on her appointment and City Manager Garcia for being inducted into the South Miami Senior High School Hall of Fame, discussed the recent Mother's Day Breakfast and Hurricane Expo, encouraged residents to join the Multi-Cultural Committee, wished blessings to those who observe Ramadan, and thanked everyone for attending her swearing-in ceremony.

Mayor Spiegel thanked the City Commission for their confidence in her, praised the Commission on the Status of Women (COSW) and discussed the recent Mother's Day Breakfast and the Prom Closet project to donate dresses and gowns, announced the upcoming Jewish American Month event at the North Miami Beach Library and the Memorial Day Service on May 28, 2018, and wished for peace in the world.

NEXT REGULAR CITY COMMISSION MEETING is Thursday, May 24, 2018.

#### **ADJOURNMENT**

There being no further business to come before the City Commission, the meeting was adjourned at 8:53pm.

ATTEST:

(SEAL)

Pamela L. Latimore, CMC, City Clerk