

MINUTES of CAUCUS MEETING

Caucus Room
Belize City Hall
April 22, 2021

Present:

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| 1. His Worship Bernard Wagner | Mayor |
| 2. Mr. Allan Pollard Jr. | Deputy Mayor |
| 3. Mr. Albert Vaughan | Councilor |
| 4. Mr. Javier Castellanos | Councilor |
| 5. Mr. Micah Goodin | Councilor |
| 6. Ms. Kaya Cattouse | Councilor |
| 7. Mrs. Stephanie Hamilton | Councilor |
| 8. Mr. Edmund Kwan | Councilor |
| 9. Mr. Michael Novelo | Councilor |
| 10. Ms. Natasha Pipersburgh | Councilor |
| 11. Ms. Deannie Requeña | Councilor |

Mrs. Stephanie Lindo-Garbutt, City Administrator

Mr. Eluide Miller, Acting Manager, Office of the Mayor

The meeting was called to order at 10:10 a.m. by Mayor Wagner.

- 1.0** Councilor Vaughan led all in attendance in reciting the Peace Prayer of Saint Francis of Assisi followed by the Belize National Prayer.

- 1.1 Mayor Wagner congratulated Deputy Mayor Pollard and all Councilors for the works they have carried out thus far and gave them a round of applause.
- 1.2 Mayor Wagner stated that he is thankful for the training session carried out by the Order of Distinguished Services and highlighted its importance.
- 1.3 Mayor Wagner announced that he will be meeting with two (2) Councilors every week in order to facilitate better communication and improve the effectiveness of the Council.
- 1.4 Mayor Wagner encouraged all Councilors to stay focused and declared that he is proud of the progress being made.

2.0 Ratification of March 11, 2021 Minutes

- 2.1 Page 6, 5.2.12, the last sentence should read as follows, Deputy Mayor Pollard then shared that he is pleased with the work that has been done and expressed his support for the extension of the City Administrator's contract.
- 2.2 Councilor Hamilton moved for the ratification of the March 11, 2021 minutes of the meeting. Seconded by Councilor Castellanos.

3.0 Matters arising from Minutes

- 3.1 Councilor Vaughan inquired about the status of the procurement of heavy-duty equipment by the Belize City Council.
- 3.2 City Administrator stated that she spoke to Mr. Sampson via telephone as he is currently out of the Country and that the Council is to set a delivery date for the remainder of equipment purchased at which time the remaining balance will be due.
- 3.3 City Administrator recommended that the Council's Legal Counsel draft a formal agreement with Mr. Sampson as it relates to the servicing and warranty of the heavy-duty equipment.
- 3.3 Mayor Wagner suggested that an independent review of the equipment be done and to present this review when the Council meets with Mr. Sampson as it is important that the Council receives value for its monies spent.

4.0 Announcements by Mayor

- 4.1 Mayor Wagner informed Councilors of his appointment to the Steering Committee for the Commonwealth Sustainable Cities Network (CSCN) under the Commonwealth Local Government Forum (CLGF). Mayor Wagner highlighted the importance of the Committee and stated that it allows for better planning, access to funding and helps to build off shared practices across the Commonwealth.
- 4.2 Mayor Wagner announced his election as the President of the Belize Mayors' Association and declared that he intends on taking the Association into a new direction which allows for it to be of better service to its members.
- 4.3 Mayor Wagner highlighted a recent meeting held with Mr. Lopez Ghio, the Country Representative for the Inter-American Development Bank and announced that funding is being sourced for the replacement of the Belize City Swing Bridge. As a result, the Council will need to start consultations with residents.
- 4.4 Mayor Wagner expounded on the importance of the Municipal Bond in driving infrastructure and notified Councilors that the Council is working in conjunction with Alpha Capital to get new investors in order to fund the completion of street works being carried out.
- 4.5 Mayor Wagner announced that he has been invited to be an observer at the Russian Parliamentary Elections to be held in September, 2021 and stated that he requested for Councilor Vaughan to be able to attend. Mayor Wagner then highlighted that it will serve as a great opportunity to get insight into how elections are run in first world countries.
- 4.6 Mayor Wagner highlighted that the Council met its deadline for the submission of its counter proposal of the Collective Bargaining Agreement to the Christian Workers Union. Mayor Wagner thanked the members of the Council's CBA Committee for their commitment to meeting the deadline that was set for March 30, 2021.
- 4.7 As a member of the Council's CBA Committee, Deputy Mayor Pollard stated that the Council has been very reasonable in its counter proposal and that he is of the belief that both the Belize City Council and the Christian Workers Union will be able to come to an agreement in the near future.

5.0 Notices

- 5.1 Councilor Goodin invited all fellow Council members to attend the first Town Hall meeting to be held on April 27, 2021, in the Collet Constituency.
- 5.2 Deputy Mayor Pollard highlighted that several managers are currently partaking in a training for Asset Management. Deputy Mayor Pollard expressed his excitement for the Council as the training allows for the application of certification in Asset Management through the United Nations.

6.0 Petitions

No petitions were tabled.

7.0 Questions

No questions were tabled.

8.0 Presentation of Reports by Councilors

- 8.1 Deputy Mayor Pollard noted that significant planning and maintenance is being carried out by the Works Department in an effort to fulfil its mandate to Belize City Residents. Deputy Mayor Pollard highlighted key projects which included the opening of several streets and the elimination of london bridges.
- 8.2 Councilor Castellanos announced the formation of a Market Committee that will focus on addressing the needs of vendors in the market. Councilor Castellanos then highlighted his efforts to increase the morale of the Special Constable Department.
- 8.3 Councilor Pipersburgh shared that the Ministry of Agriculture has agreed to make contributions to those who will be a part of the Urban Gardens Project that is being carried out by the Belize City Council in conjunction with the Belize Tourism Board. Councilor Pipersburgh then highlighted the importance of training being carried out by UNICEF which will serve in the best interest of women and children across Belize City.

- 8.4 Councilor Vaughan thanked the Mayor and City Administrator for upgrades being made to the Traffic Department. Councilor Vaughan then highlighted training being carried out for traffic officers which will increase the effectiveness of traffic enforcement across Belize City. Councilor Vaughan then expressed that he intends on having the Council become more involved in the functions of the Traffic Department through effective reporting.
- 8.5 Councilor Goodin highlighted his efforts to meet and dialogue with the staff of the Sanitation Department with a view to make it a better working environment. Councilor Goodin announced that the Sanitation Department is planning a monthly cleanup and no littering campaign as he intends on shifting the culture as it relates to the cleanliness of Belize City.
- 8.6 Councilor Cattouse announced that several training sessions have been conducted and mentioned that several training sessions will be carried out all with a view to increase the effectiveness and efficiency of the human resources at the Council. Councilor Cattouse then announced that the Programs Department is working tirelessly to source funding for projects.
- 8.7 Councilor Hamilton shared that she met with the Minister of Tourism, Hon. Anthony Mahler to request partnership and collaborations and mentioned that several proposals are being prepared to be tabled at the next meeting.
- 8.8 Councilor Kwan highlighted the Trade License Board's efforts to ease businesses as they continue to struggle due to the effects of the Covid-19 pandemic. Councilor Kwan announced that efforts are being made to source the funding of equipment for the Belize City Apprenticeship Program.
- 8.9 Councilor Novelo announced that the Cemetery Department is currently embarking on a preventative maintenance campaign in an effort to make the Lord Ridge Cemetery and the Eternal Garden Cemetery more appealing. Councilor Novelo also highlighted that a meeting was held with the vendors at the Digi Park in an effort to address the concerns of vendors.
- 8.10 Councilor Requeña announced the formation of a committee made up of teachers and social workers in an effort to improve after school programs. Councilor Requeña then highlighted that she met with the Ambassador of the Republic of China (Taiwan), His Excellency Ambassador David Kuan-Chou Chen and commended the Public Relations Department for exemplary work done.

9.0 Motions by Councilors

- 9.1 Councilor Vaughan moved a motion to consider the accrued fees of Taxi Associations as an economic relief package to assist taxi operators for the period April 2020 - Jan 2021. Seconded by Councilor Goodin. All unanimously voted in favor. **MOTION PASSED.**
- 9.2 Councilor Vaughan moved a motion to consider a number of streets and reserved parking (annexed) to be gazetted following inspection and consideration of traffic flow. Seconded by Councilor Goodin. All unanimously voted in favor. **MOTION PASSED.**
- 9.3 Councilor Vaughan moved to approve a complete ban on the use of jake brakes and muffler enhancements within Belize City. Seconded by Councilor Cattouse. All unanimously voted in favor. **MOTION PASSED.**
- 9.4 Deputy Mayor Pollard moved a motion to allow for real estate developer, Daniel Matus, to construct 0.6 miles of road in the Belama Phase 4 area to create access to parcel #17.10 and to take into consideration future property fees. Seconded by Councilor Novelo. All unanimously voted in favor. **MOTION PASSED.**
- 9.5 Councilor Cattouse moved a motion to approve that the Council assist the Ahmadiyya Basketball Group by covering the cost of medals for their annual basketball tournament totalling (\$1500.00). Seconded by Councilor Castellanos. All unanimously voted in favor. **MOTION PASSED.**
- 9.6 Councilor Cattouse moved a motion to approve a budget of (\$5,000) for the Belize City Council's Health and Wellness Program. Seconded by Councilor Pipersburgh. All unanimously voted in favor. **MOTION PASSED.**
- 9.7 Councilor Vaughan moved a motion to approve for the Traffic Department to access and confirm the validity of driver licenses issued by the Belize City Council for Compliance-U Limited who will submit licenses for revision for the purpose of providing due diligence to their clients. Seconded by Councilor Hamilton. All unanimously voted in favor. **MOTION PASSED.**

10.0 New Business

- 10.1 Mayor Wagner moved a motion to confirm Erin Garnett to the post of Manager of the Public Relations Department effective April 1, 2021. Seconded by Councilor Hamilton. All unanimously voted in favor. **MOTION PASSED.**
- 10.2 Mayor Wagner moved a motion to appoint Eluide Miller to the post of Manager, Office of the Mayor effective April 1, 2021. Seconded by Councilor Goodin. All unanimously voted in favor. **MOTION PASSED.**
- 10.3 Mayor Wagner moved a motion to appoint Amir Carillo to the post of Director of Finance effective May 1, 2021. Seconded by Deputy Mayor Pollard. All unanimously voted in favor. **MOTION PASSED.**
- 10.4 Mayor Wagner moved a motion to appoint Chris Banner as Legal Counsel effective April 16, 2021. Seconded by Councilor Requeña. All voted in favor. **MOTION PASSED.**
- 10.5 Mayor Wagner moved a motion to approve the renewal of the City Engineer's Contract for a period (1) year. Seconded by Deputy Pollard. All unanimously voted in favor. **MOTION PASSED.** The Caucus approved for the Mayor and City Administrator to determine the conditions of the renewal.
- 10.6 Mayor Wagner moved a motion to approve the renewal of Caribbean Elevator's Contract for the preventative maintenance of the elevator at City Hall for a period of (1) year. Seconded by Councilor Requeña. All unanimously voted in favor. **MOTION PASSED.**
- 10.7 Mayor Wagner moved a motion to reduce the face value of municipal securities to \$100 and integrals thereof with retail investors of up to a maximum of \$2,000 to facilitate the Belize City Council's Retail Municipal Securities Market. Seconded by Councilor Goodin. All unanimously voted in favor. **MOTION PASSED.**
- 10.8 Mayor Wagner moved a motion to approve for the Belize City Council to restrict sales to a minimum lot size of \$2,000.00 and integrals thereof to facilitate the Belize City Council's Retail Municipal Securities Market. Seconded by Councilor Novelo. All unanimously voted in favor. **MOTION PASSED.**

10.9 Mayor Wagner moved a motion to approve the assignment of Heritage Bank Belize Limited as its principal agent for its municipal paper. Seconded by Councilor Castellanos. All unanimously voted in favor. **MOTION PASSED.**

10.10 Mayor Wagner moved a motion to approve the signing of a Memorandum of Understanding between the Belize City Council and the Belmopan City Council to collaborate on Information Technology Management Systems, E-Governance, Transparency and Good Governance, Infrastructural Development and Support Organizations with Diverse Abilities and Special Needs. Seconded by Councilor Requeña. All voted in favor. All unanimously voted in favor. **MOTION PASSED.**

11.0 Submissions from Building Unit

- ❖ Request from Ms. Henrietta Gill for approval to construct a small booth on the Mahogany Street Reserve in front of her property for the purpose of vending fruits. **MOTION PASSED.**
- ❖ Request from Mr. Ravi Nandwani of JRD Holding Ltd. to consolidate his properties Parcel #136, 137 and 140 on the George Price Highway with road access. **MOTION PASSED.**
- ❖ Request from Ms. Reina Ochoa and Ms. Maria Ochoa to demolish wall and install a door between booth #17 and booth #18 at the Michael Finnegan Market. **MOTION PASSED.**
- ❖ Request from Mr. Mario Santos of Santos Poultry Chicken to tile the floor of booths #14 and #15 at the Michael Finnegan Market. **MOTION PASSED.**
- ❖ Request from Mr. Yuhuan Yang to lease a portion of the public reserve on South Creek Road for the purpose of establishing (15) parking spaces. **MOTION PASSED.**
- ❖ Request from Mr. Blayne Coleman to construct an extension to booth #10 at the Digi Park. **MOTION PASSED.**
- ❖ Request from the Central Bank of Belize to alter the median located on Marine Parade behind the Central Bank of Belize to facilitate their new entrance and exit. **MOTION PASSED.**
- ❖ Request from Mr. Edward Broaster for an updated letter to be addressed to the new Land's Commissioner for a request to reclaim a portion of the area immediately in front of his property located at Block 45 Parcel 2079 Port Loyolaville. **MOTION PASSED.**
- ❖ Request from the Inspiration Center for the waiver of the application fee of (\$175.00) and the permit fees of (\$1,183.00) for plans to make additions to existing structure. **MOTION PASSED.**

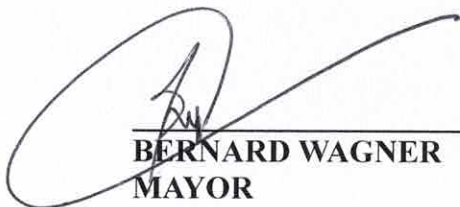
- ❖ Request from Ms. Keila Sawers to transfer lease from Keila Sawers to Ms. Yeymi Guzman for the establishment under the name Belizean/Chinese Fast Food located at 62A Cemetery Road. **MOTION DENIED.** The Council is recommending that Ms. Keila Sawers relinquishes her lease and that Ms. Yeymi Guzman applies for the lease thereafter.
- ❖ Request from Mr. James Young for permission to construct an addition to his existing apartment building without the construction of additional parking spaces. **MOTION DENIED.**
- ❖ Request from Ms. Maritza Villanueva for permission to install a 3-faced billboard on the reserve located on Craig St. measuring 20' by 10'. **MOTION DENIED.**
- ❖ Request from Mr. Kinsley August to lease a portion of the Mahogany Street reserve for his establishment in order to be able to apply for water installation. **MOTION APPROVED.**
- ❖ Request from Ms. Nicole Diego to construct a booth for vending food at the corner of Mahogany Street and Western Avenue. **MOTION DENIED.**

12.0 Other Business

- 12.1 Councilor Novelo raised concerns over the operations at the Cemetery Department and suggested that one point of transaction be set in an effort to reduce confusion as it relates to transactions carried out in the application for burial process.
- 12.2 Councilor Goodin announced that the Ministry of Human Development is moving in a direction that will help those disable persons and suggested that the Belize City Council creates a portfolio for Disability.
- 12.3 Councilor Vaughan rose in support of the addition of the Disability portfolio and encouraged that the Council dedicate a parking space to disabled persons.
- 12.4 Councilor Pipersburgh rose in support of adding the Disability portfolio and accepted that it be assigned to her.

13.0 **Adjournment**

13.1 Councilor Novelo moved for the meeting to be adjourned. Seconded by Councilor Castellanos. Meeting adjourned at 12:58 p.m.



BERNARD WAGNER
MAYOR



STEPHANIE LINDO-GARBUTT
CITY ADMINISTRATOR



Annex

Reserved Parking

1. Baymen Ave -Reserved Parking for Belize Vapor Ltd – Measuring 54 feet.
2. Baymen Ave - Reserved Parking for Family Meats Only– Measuring 27 feet.
3. Gabourel Lane -Reserved Parking Belize Broadcasting Authority – Measuring 40 feet.
4. Blue Marlin Blvd -Reserved Parking for Dr. Moguel Clinic – Measuring 50 feet.
5. Queen Street -Reserved Parking for IT Store Customer only– Measuring 50 feet.
6. Queen Street -Reserved Parking for Independence Hall/ PUP HQ – Measuring 30 feet.
7. Freetown Road -Reserved Parking Quang Kee Customer – Measuring 30 feet.
8. Angel Lane – Reserved Parking for Belize City Council- Monday to Friday from 8:00 am -5:00 pm.
9. Regent Street – Reserved parking for Tourism Police Only – Measuring 30 feet.
10. Freetown Road – Reserved Parking Glass Technology – Measuring 30 feet.
11. George Street – Reserved parking for Totos Store – Measuring 30 feet.
12. Queen Street – Reserved Parking for Hong Yong Ban only –Measuring 30 feet.
13. Queen Street – Reserved Parking for Maya’s Electronics Store – Measuring 30 feet.
14. Newtown Barrack – Reserved parking for Midtown Restaurant Customer Only Measuring 83 Feet.
15. Queen St – Reserved parking for AAA Loans – measuring 25 feet.
16. Queen St – Reserved parking for Celebration Store- measuring 25 feet.
17. Queen St – Reserved parking for Maya Electronic Store measuring 25 feet.
18. Albert Street – Reserved parking for Heritage Bank.
19. Majestic Alley – Reserved parking for Angelus Press Ltd measuring 60 feet.
20. Newtown Barrack – Reserved parking for Mexican Cultural Institute.
21. Daly Street – Reserved parking for Nerie’s Restaurant measuring 25 feet.
22. C Street – Reserved parking for CBC Customer only.
23. Newtown Barrack – Reserved parking for MJ’s only 6pm – 9am.
24. King Street – Reserved parking for Diva and Posh only measuring 50 feet.
25. North Front St – Reserved Parking for Quick Stop Customer Only measuring 20 feet.
26. Church St – Reserved Parking for Sensation Xtreme measuring 25 feet.
27. Church St – Reserved parking for Chic measuring 30 feet.
28. Albert St – Reserved parking for Mirage Store measuring 25 feet.
29. Bishop St – Reserved parking for Belize Family Court #2 measuring 25 feet.
30. Bishop St – Reserved parking for National Forensics Science Service measuring 25 feet.
31. Orange St – Reserved Parking for VIP Store measuring 25 feet.
32. Prince St – Reserved parking for Doony’s Store measuring 25 feet.
33. Phillip Goldson Highway – Parking for Buses only on the right hand side measuring 375 feet.
34. Regent Street – Reserved parking for Belize City Council only in front of City Hall.
35. Regent Street – Reserved parking for Persons with Disability in front of Belize City Council (City Hall).

Taxi Reserved Parking

1. C.A Blvd and Neal Pen - Reserved Parking for BrotherHood Taxi Association.
2. King St - Reserved Parking for King Street Taxi Association – Measuring 107 feet.
3. Newtown Barrack -Reserved Parking for MCC Taxi Association - Measuring 50 feet.
4. Raccoon Street – Reserved for Archie’s Taxi Association.
5. St Thomas – Reserved parking for Belizean Taxi Coop
6. Freetown Road – Reserved parking for Freetown Taxi Stand.
7. Central American Blvd – Reserved parking for Blvd Public Taxi.
8. North Front St – in front of Ocean Fury – Belize Terminal Taxi Service measuring 50 feet.

Prohibited Parking

1. Angel Lane – No Parking from Monday to Friday 8:00 am – 5:00 pm.
2. Faber’s Road on the right hand side from its junction with Central American Blvd to its junction with Caesar Ridge Road.
3. Cor. Albert and King Street Prohibited for truck and bus over 5,000 lbs.
4. Neal Pen Road on the left hand side from its junction with Central American Blvd to its junction with Kraal Road – No Parking Anytime.
5. Iguana Street on the left hand side from its junction with Central American Blvd to its junction with West Collect Canal – No Parking Anytime.
6. Regent Street – No Parking anytime in front of BattleField Park measuring 170 feet.
7. Coney Drive – No Parking school zone in front of Kiddies Campus Daycare and Preschool.
8. St Thomas St – in front of YWCA No Parking measuring 125 feet.
9. North Front St – No parking in front Belize Heritage Plaza measuring 75 feet.
10. Cor. Central American Blvd/ Neal Pen Road in front of 88 shopping center– No Parking Anytime – Measuring 40 feet.
11. Phillip Goldson Highway – No parking anything on the left hand side measuring 500 feet.

One Way Streets

1. Freetown Road and North Front Street – One Way on Mapp Street.
2. Fort Street –Old Marketing Board Area – to North Front St- One way measuring 135 feet. Loading/ Unloading Zones
 1. Barrack Road –Loading/Unloading Zone (Brother Habet) measuring 100 Feet.
 2. Cor. King and George Street – Goods loading and unloading for AG Upholstery.
 3. North Front St in front of Ocean Fury – Goods Loading and unloading zone only, measuring 55 feet.
 4. Freetown Road – Unloading and Loading Zone for Cellular Plus Measuring 50 feet.