



**COUNCIL MEETING**  
Wednesday March 30<sup>th</sup>, 2016  
Belize City Hall Council Chambers

**Members to be attending**

- |                                   |            |
|-----------------------------------|------------|
| 1. Mr. Darrell Bradley            | Mayor      |
| 2. Mr. Jason Edwards              | Councillor |
| 3. Mrs. Alifa Elrington Hyde      | Councillor |
| 4. Dr. Alain Gonzalez             | Councillor |
| 5. Mrs. Hyacinth Latchman Cuellar | Councillor |
| 6. Mr. Kevin Singh                | Councillor |
| 7. Mr. Michael Theus              | Councillor |
| 8. Mr. Dion Leslie                | Councillor |
| 9. Mr. Philip Willoughby          | Councillor |
| 10. Mr. Bernard Pitts             | Councillor |
| 11. Mr. Dean Samuels              | Councillor |

12. Candice Burke, City Administrator

**Persons to be attending by invitation**

1. Floyd Williams, City Engineer
2. Marilyn Ordonez, Director of Finance
3. Sharlene Rudon, Director of Administration
4. Margaret McKenzie, Legal Counsel
5. Marilyn Garvin, Audit

**Agenda Items**

1. Prayer
2. Mayor's matters:
  - a. Commercial Center
  - b. Street Works
  - c. Heritage Loan Facilities
3. Motions relating to Council business or sitting
4. Adjournment
5. Setting the date for the next Council meeting



**MINUTES OF ORDINARY CLOSED COUNCIL MEETING**  
**Tuesday March 30<sup>th</sup>, 2016**  
**Belize City Hall Mayor's Office**

**Present:**

- |                              |                        |
|------------------------------|------------------------|
| 1. Mr. Darrell Bradley       | Mayor                  |
| 2. Mr. Dean Samuels          | Deputy Mayor           |
| 3. Mr. Michael Theus         | Councilor              |
| 4. Mr. Kevin Singh           | Councilor              |
| 5. Mr. Philip Willoughby     | Councilor              |
| 6. Mr. Jason Edwards         | Councilor              |
| 7. Mrs. Alifa Elrington Hyde | Councilor              |
| 8. Dr. Alain Gonzalez        | Councilor              |
| 9. Mr. Bernard Pitts         | Councilor              |
| 10. Mr. Dion Leslie          | Councilor              |
|                              |                        |
| 1. Ms. Candice Miller        | City Administrator     |
| 2. Mr. Jermaine Hyde         | Administrative Officer |
| 3. Mrs. Lesbeth Butler       | Administrative Officer |

**Present by invitation:**

- |                          |                         |
|--------------------------|-------------------------|
| 1. Mr. Floyd Williams    | City Engineer           |
| 2. Ms. Margaret McKenzie | Director Legal Services |
| 3. Mrs. Marilyn Garvin   | Chief Internal Auditor  |
| 4. Ms. Sharlene Rudon    | Director HR/PR          |

**Absent with explanation:**

1. Mrs. Hyacinth Latchman Cuellar - Councilor

**Minutes of Meeting**

The meeting was called to order at 12:05 pm.

Councilor Alifa Elrington Hyde opened the meeting with a prayer.

Being that the meeting was an emergency meeting the minutes of the previous minutes was not reviewed.

## **Mayor Darrell Bradley**

1. The Mayor opened the meeting by stating the purpose for which it was called. There was 3 main items that he wanted Council to discuss and make resolution on. The items were:
  - a. Cementing of 10 street by RJB
  - b. Renovation of Commercial Center
  - c. Heritage Bank Loan Facility
2. The Mayor expressed that the plans for the loan facility is to retire the ligation debts (Benson Ramclam, SEL, BML) and renovate the Commercial Center. This will also save the Council money. Currently, approximately \$100K is paid out monthly. With the current proposal this would be cut to \$20K monthly until 2019. The proposal is to use \$1.8M for the Commercial Center and \$2.2M to retire the ligation debts.
3. There was a lengthy discussion on the amount owing to Benson Ramclam and what is the interest payment. The Mayor requested that Mrs. Ordonez clarified the litigation amounts.
4. Mrs. Ordonez informed that the amount owing to Benson Ramclam is \$475K, \$1.69M to BML and \$207K to SEL (Barrow & Williams) the Social Security debt is paid off.
5. Councilor Elrington Hyde had 2 main concerns: i. that there is no agreement with Mr. Ramclam and ii. That the Council ensures that the loan is enough to pay of the litigations. Hence the reason she wanted the Council to verify the debt amounts.
6. The Mayor requested that Councilor Elrington Hyde verify the amount owing to Mr. Ramclam with Ms. Lisa Shoman.
7. Councilor Elrington Hyde left to call Ms. Shoman. When she returned she informed the Council that with interest the loan is \$700K which includes 6% interest from 2008 to present and 10% until judgment is paid.
8. Ms. Miller and Mrs. Ordonez stated that the original debt with interest was approximately \$525K.

9. Mayor requested that Councilor Elrington Hyde confirmed the exact figure with Ms. Shoman.
10. Ms. Miller informed that she had called Ms. Lisa to discuss making a lump sum payment. She said that Ms. Lisa indicated that she is willing to discuss with Mr. Ramclam taking a lesser amount if a lump sum payment was made to settle the litigation.
11. Councilor Elrington Hyde express that there is no formal agreement and monies paid to Ms. Shoman was for her legal fees and not cost.
12. Both Ms. Miller and Mrs. Ordonez confirmed that Ms. Lisa was paid cost.
13. The Mayor stated that a separate meeting needs to be held to discuss Mr. Ramclam's loan. As the discussion on Mr. Ramclam litigation was not part of the current meeting.
14. Councilor Elrington Hyde committed to discuss the loan with Ms. Shoman and provide an update by the next meeting. The Mayor requested that she also discuss a settlement for taking a lesser amount if a lump sum payment is made.
15. Councilor Elrington Hyde asked if she is free to decide on the amount. The Mayor stated the she would need to present to Council and decision made at a meeting.
16. The Mayor reiterated that the purpose of the meeting was to discuss funding and streets.

**i. Cementing of Streets**

11. The Mayor updated on the first item to be discussed and pass a resolution on, which is the cementing of streets to be done by RJB. Listed below are the conditions:
12. No interest rate will be applied.
13. Payments will be for a period of 24 months with monthly payments and a balloon payment.

14. The below are the streets to be cemented at a cost of \$1.6M

- i. Cinderella Plaza
- ii. St Joseph Street
- iii. Eyre Street
- iv. Baymen Ave (remaining portion)
- v. East Canal (Bishop St to Regent St)
- vi. West Canal
- vii. Dolphin Dr (Buttonwood Bay)
- viii. University Dr
- ix. Fabers Road (remaining portion)
- x. Queen Street (remaining portion)

15. RJB will use the labor intensive method.

16. Councilor Theus asked that the drainage from West Canal flowing down to the Canal be addressed as the flooding situation is bad.

17. Councilor Elrington Hyde said that she believes that a retention fee should be retained for repairs as well as a warranty for a period.

18. Councilor Elrington Hyde said several of the streets are in need of repair which is not being done.

19. It was confirmed that a 5% retention fee is kept for a period of 1 year. This is the standard for retainer.

20. Ms. Miller asked Mayor if he saw Muscle Street; she informed that it was completed and looked good.

21. The Mayor requested the Councilors to authorize a resolution for approving the works, approving the payment plan and authorizing the Mayor, City Administrator and the Director of Finance to finalize the payment arrangements and authorize that the Council seal be affix to the contract. Councilors voted unanimously to proceed with the cementing of the specified streets by RJB **MOTION CARRIED**

22. The Mayor requested that Deputy Mayor Samuels, who is responsible for works, as well as the other Councilors make visits to the areas work is being done to observe and give feedback on status.

23. Councilor Pitts stressed that follow up must be done to ensure that standards are met.

## **ii. Renovation of Commercial Center**

24. The Mayor then moved to the proposal for the Commercial Center.
25. Ms Rudon shared the IE estimate as well as 2 quotes for rental space from Dinesh.
26. The Mayor asked if quote included works on the electrical. Ms. Rudon stated that it was quoted but was basic. However, some electrical work is included.
27. Councilor Pitts requested that another quotation be source.
28. Ms. Miller informed that in order to get another quote a plan would need to be presented and that would be a significant cost. She express that another estimate may be cheaper but the cost incurred will be significant. The cost for estimate is usually 2% of the cost of the quotation.
29. The Mayor said the Commercial Center would be the New City Hall and that the ground floor would be commercial property.
30. The Mayor stated that the Council has been on this renovation for over 2 years and with potential litigations increasing due to condition of the building, electrical being an issue, space for staff needed and Cariled project group also needs space it is imperative that it be done.
31. The general consensus was that options have been exhausted and work should proceed.
32. The Mayor asked if notice was already given to the bar which is at the back and Ms. Rudon said notice was not yet given.
33. The Mayor informed that lease can be terminated with 30 days notice.
34. The Mayor informed that it should take 8 months to complete the renovation.
35. Mayor requested that a vote be taken to authorize the City Administrator and the Mayor to finalize the detail of the contract for the renovation of the Commercial Center and affix the Council Seal. All Councilors voted in favor. **MOTION CARRIED**
36. The Mayor informed that the invoice and ancillary work will be completed by the end of this business week or early the week of April 4<sup>th</sup>, 2016.

37. Ms. Rudon presented the quote for rental of a building next door from Danish. The building is to house staff that will need to be relocated. She said that Ms. McKenzie and the City Engineer visited the location and approve of the building. The building has one floor.
38. Ms. Miller requested that Mr. Williams be given additional time to review the different buildings and make a recommendation.
39. The concern that approval will be needed to move the court from the Commercial Center to the rental location was discussed.
40. The Mayor informed that both the Chief Magistrate and Chief Justice need to be consulted and give approval on moving a court. The Mayor requested that Councilor Elrington Hyde, Ms. McKenzie and Deputy Mayor Samuels be assigned to consult on this.
41. The Mayor also express that the location needs to be convenient to the public.
42. The Mayor stated that he would like the renovation to be finish by the end of the year.
43. It was mentioned that staff needed to be relocated however preparatory work can proceed.
44. Ms. Miller stated that rental space will be needed for Audit, Special Constable and Court Staff only as the Sanitation Staff can be moved to the building at 4 miles.
45. Ms. Rudon was asked to deal with the below:
  - i. Bar at the back
  - ii. Drums on the compound
  - iii. Finalize the plans for the ground floor
46. The Mayor requested that an area be included in the ground floor which can accommodate Council meetings and also be used for members of the public to attend meetings. It would be set as a conference room.

### *iii. Heritage Loan Facility*

47. The Mayor informed that the 3<sup>rd</sup> item to discuss was to take a vote on the \$4M loan from Heritage Bank. The same interest payment would be maintained the same interest rate of 10% until 2019.
48. Mayor Requested that Council gives a resolution authorizing a negotiating team comprised of Ms. Miller, Mrs. Ordonez, Deputy Samuels and himself to conduct negotiations on the loan facility. He added that the Mayor and City Administrator will conclude the agreement and affix seal when finalized. Councilors voted unanimously in favor to proceed. **MOTION CARRIED.**

#### **Other Business**

49. Councilor Dion Leslie updated that the Social Security Loan will be taken to the Board on March 31<sup>st</sup>, 2016 for approval. He requested that Mrs. Ordonez follow up on this.
50. Councilor Leslie also informed that the interest will be 6% and not 5% as was previously indicated.
51. A resolution was made authorizing a negotiating team comprising of Mrs. Ordonez, Councilor Leslie and Councilor Theus and that the interest rate be fixed to not more than 6%. Councilors voted unanimously to proceed with the loan. **MOTION CARRIED.**
52. The Mayor expressed that Councilor Willoughby requested and update on the recent issue with the 4 stolen guns from Special Constable. He asked Ms. Miller to give an update.
53. Ms. Miller updated that 4 guns and ammunitions that was locked in the iron safe with a combination lock which is housed in the Special Constable Office at the Commercial Center were stolen sometime between March 29<sup>th</sup> 6 pm and March 30<sup>th</sup> 7 am. She updated that the shutter into the Commercial Center was not tampered with, which indicated that the person either had a key or the shutter was left open. The only office tampered with is the Special Constable Office. The thief(s) pried open burglar bar door plus the iron safe which the police believe would have taken 2 to 3 hours with some level of noise.
54. Ms. Miller also informed that a thorough investigation was being done and all the Special Constables are being questioned. She mentioned that the robbery seems to be an inside job.



55. Ms. Miller said that only 2 sets of fingerprints should be on the safe and that is Mr. Evelyn and Mr. Lopez as the guns are handed to them for storage. She also clarified that only 1 gun is used for night operation.
56. Mrs. Ordonez express that she believe the hiring process for Special Constable should be properly screened.
57. Ms. Miller said that is done via the interview process and also the vetting process for Special Constable is a 20 page document from the Police Department. She also stated that the Diane Finnegan Apprentice Program is finish.
58. Ms. Miller informed that she will meet with the officer after the Police is finish with the entire process.
59. Ms. McKenzie suggested that the Special Constable guns be kept in a room at the Police Station and not at the Commercial Center. She also commented that the police are actively working on this case. She also suggested that Special Constable not use the Commercial Center at night.
60. Ms. Miller was asked what will be done with the shutters at the Commercial Center and she said the keys will need to be changed.
61. Councilor Pitts requested that everything be done to investigate.
62. The Mayor stated that a full review of the procedures needs to be done. He also stated that it would be tragic if someone go shot with one of these guns.
63. Elvis Lopez, Special Constable, would need to consult this with Assistant Commissioner of Police, Chester Williams for storage of guns at the Police station.
64. The Mayor asked for a report on the stolen guns that at the next Council Meeting.
65. Councilor Elrington Hyde brought up a concern about Sit & Sip on 2<sup>nd</sup> Street and C Street. The Mayor said this would be discussed at the next Council meeting.

66. Mayor moved for a motion to adjourn the meeting. Councilor Kevin Singh motioned that the meeting stands adjourned; Councilor Dion Leslie seconded the motion. **MOTION CARRIED**
67. All Councilors present voted in favor to adjourn the meeting. Meeting was adjourned at 1:30 pm.



**DARREL BRADLEY, Mayor**

**CANDICE BURKE, City Administrator**



**Belize City Council  
RESOLUTION NO. 18 of 2016**

**A RESOLUTION TO FINALIZE NEGOTIATIONS FOR A LOAN FACILITY**

**WHEREAS**, the Belize City Council, is a body corporate established by Sec 3 (1) of the Belize City Council Act, CAP 85 of the Substantive Laws of Belize, Revised Edition 2000,

**Whereas**, the Belize City Council is a duly elected body by the residents of Belize City mandated to serve the citizenry and is entrusted with the general rule and good governance of Belize City,

**Whereas**, the Belize City Council is desirous of completing a project to replace and repair all damaged manhole covers within Belize City,

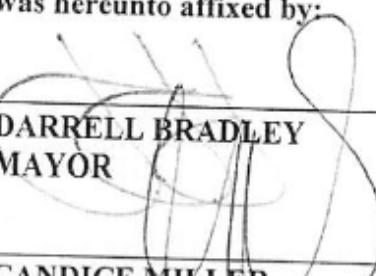
**Whereas**, the Belize City Council has engaged the Social Security Board Ltd. in discussions for a loan facility,


**Whereas**, the Belize City Council appointed a delegation comprised of Councilor Leslie, Councilor Theus, Ms. Candice Miller (City Administrator), Mr. Floyd Williams (City Engineer), Mrs. Marilyn Ordonez (Director of Finance) to conduct negotiations with representatives of the Belize Social Security Board for a loan facility,

**Now therefore, be it resolved** that the Council appoints, supports and confirms

- The delegation to conclude and finalize the terms of the facility being \$3,000,000.00 at an interest of not more than 6%,

**In pursuance of an order of the Belize City Council made on the 30 day of March 2016, the Common Seal was hereunto affixed by:**

  
\_\_\_\_\_  
**DARRELL BRADLEY  
MAYOR**

  
\_\_\_\_\_  
**CANDICE MILLER  
CITY ADMINISTRATOR**





**Belize City Council**  
**RESOLUTION NO. 17 of 2016**

**A RESOLUTION TO FINALIZE NEGOTIATIONS FOR A LOAN FACILITY HERITAGE BANK**

**WHEREAS**, the Belize City Council, is a body corporate established by Sec 3 (1) of the Belize City Council Act, CAP 85 of the Substantive Laws of Belize, Revised Edition 2000,

**Whereas**, the Belize City Council is a duly elected body by the residents of Belize City mandated to serve the citizenry and is entrusted with the general rule and good governance of Belize City,

**Whereas**, the Belize City Council has engaged the Heritage Bank Ltd. in discussions for a loan facility,

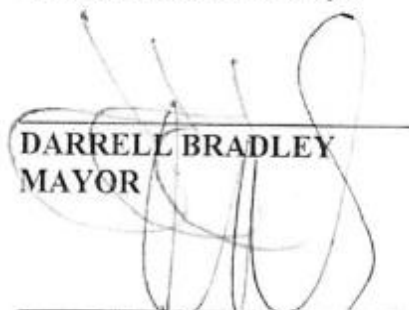
**Whereas**, the Belize City Council is desirous of retiring litigation debts and renovating the Commercial Center in Belize City,


**Whereas**, the Belize City Council appointed a delegation comprised of Mayor Bradley, Deputy Samuels, Ms. Candice Miller (City Administrator), Mrs. Marilyn Ordonez (Director of Finance) to conduct negotiations with representatives of the Heritage Bank for a loan facility of \$4,000,000.00 at an interest rate of 10% until 2019,

**Now therefore, be it resolved** that the Council appoints, supports and confirms

- **Mayor Bradley and Ms. Candice Miller (City Administrator)** to conclude agreement and affix the Council's seal when finalized.

**In pursuance of an order of the Belize City Council made on the 30 day of March 2016, the Common Seal was hereunto affixed by:**

  
**DARRELL BRADLEY**  
**MAYOR**

  
**CANDICE MILLER**  
**CITY ADMINISTRATOR**





**Belize City Council  
RESOLUTION NO. 16 of 2016**

**A RESOLUTION TO AUTHORIZE THE CITY ADMINISTRATOR AND MAYOR TO FINALIZE  
THE AGREEMENT FOR THE RENOVATION OF CITY HALL**

**WHEREAS**, the Belize City Council, is a body corporate established by Sec 3 (1) of the Belize City Council Act, CAP 85 of the Substantive Laws of Belize, Revised Edition 2000,

**Whereas**, the Belize City Council is a duly elected body by the residents of Belize City mandated to serve the citizenry and is entrusted with the general rule and good governance of Belize City,

**Whereas**, the Belize City Council Act CAP 85 SEC 29 (f) of the substantive laws of Belize entrusted the Council with the general rule, power and good government of Belize City, to erect and maintain any City Hall or other building required for public purposes,

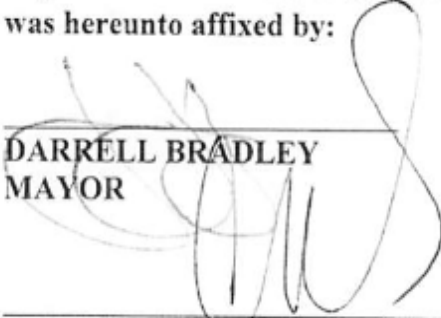
**Whereas**, the Belize City Council is desirous of renovating the Commercial Center in Belize City and making it Belize City Hall,

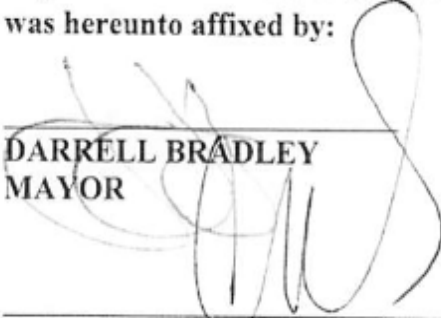
**Whereas**, the Belize City Council has engaged IE Ltd in discussions to renovate and complete the Commercial Center hereinafter called "**City Hall**"

**Now therefore, be it resolved** that the Council approves, supports and authorizes

- The City Administrator and the Mayor to finalize the details of the contract for the renovation of City Hall and affix the Council seal on the contract.

**In pursuance of an order of the Belize City Council made on the 30 day of March 2016, the Common Seal was hereunto affixed by:**

  
\_\_\_\_\_  
**DARRELL BRADLEY  
MAYOR**

  
\_\_\_\_\_  
**CANDICE MILLER  
CITY ADMINISTRATOR**





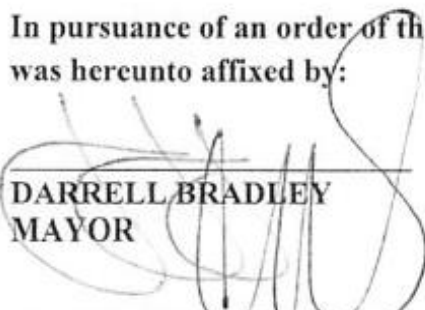
**Belize City Council**  
**RESOLUTION NO. 15 of 2016**  
**A RESOLUTION TO APPROVE THE CEMENTING OF STREETS BY RJB**

**WHEREAS**, the Belize City Council, is a body corporate established by Sec 3 (1) of the Belize City Council Act, CAP 85 of the Substantive Laws of Belize, Revised Edition 2000,  
**Whereas**, the Belize City Council is a duly elected body by the residents of Belize City mandated to serve the citizenry and is entrusted with the general rule and good governance of Belize City,  
**Whereas**, the Belize City Council Act CAP 85 SEC 24 (2) (a) of the substantive laws of Belize empowers the Council to construct, repair, alter or widen all streets with such material and in such manner as the Council thinks fit,  
**Whereas**, the Belize City Council has appointed a delegation comprised of Mayor Bradley, Deputy Samuels, Ms. Candice Miller (City Administrator), Mrs. Marilyn Ordonez (Director of Finance) to negotiate for and on behalf of the Council,  
**Whereas**, the Belize City Council through a duly appointed delegation has engaged RJB Construction in discussions to cement ten streets.

**Now therefore, be it resolved** that the Council approves, supports and authorizes

- The commencement of an infrastructure project to cement Cinderella Plaza, St. Joseph Street, Eyre Street, Baymen Avenue, East Canal, West Canal, Dolphin Drive, University Drive
- The completion of Fabers Road and Queen Street
- A payment plan of 24 monthly payments and 1 final balloon payment, without interest
- Negotiating team to affix the Council's seal on the engagement contract with RJB Construction.

**In pursuance of an order of the Belize City Council made on the 30 day of March 2016, the Common Seal was hereunto affixed by:**

  
\_\_\_\_\_  
**DARRELL BRADLEY**  
**MAYOR**

\_\_\_\_\_  
**CANDICE MILLER**  
**CITY ADMINISTRATOR**





**Belize City Council  
RESOLUTION NO. 14 of 2016**

**A RESOLUTION TO APPOINT A DELEGATION TO CONDUCT NEGOTIATIONS ON BEHALF OF  
COUNCIL FOR INFRASTRUCTURE PROJECT**

**WHEREAS**, the Belize City Council, is a body corporate established by Sec 3 (1) of the Belize City Council Act, CAP 85 of the Substantive Laws of Belize, Revised Edition 2000,

**Whereas**, the Belize City Council is a duly elected body by the residents of Belize City mandated to serve the citizenry and is entrusted with the general rule and good governance of Belize City,

**Whereas**, the Belize City Council Act CAP 85 SEC 24 (2) (a) of the substantive laws of Belize empowers the Council to construct, repair, alter or widen all streets with such material and in such manner as the Council thinks fit,

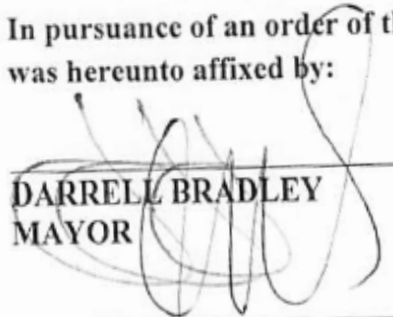
**Whereas**, the Belize City Council is desirous of upgrading streets within Belize City with asphalt and concrete,

**Whereas**, the Belize City Council has engaged two reputable contractors in discussions to complete an infrastructure project,

**Now therefore, be it resolved** that the Council appoints, supports and confirms

- **Mayor Bradley, Deputy Samuels, Ms. Candice Miller (City Administrator), Mrs. Marilyn Ordonez (Director of Finance)** to conduct negotiations on behalf of the Council with select contractors to conclude the terms of payment and scope of works

**In pursuance of an order of the Belize City Council made on the 15 day of March 2016, the Common Seal was hereunto affixed by:**

  
**DARRELL BRADLEY  
MAYOR**

**CANDICE MILLER  
CITY ADMINISTRATOR**

