



CITY OF COCONUT CREEK CITY COMMISSION MINUTES

**Government Center
4800 W. Copans Road
Coconut Creek, Florida**

**Date: August 28, 2025
Time: 7:00 p.m.
Meeting No. 2025-0828R**

CALL TO ORDER

Mayor Jacqueline Railey called the meeting to order at 7:05 p.m.

PRESENT UPON ROLL CALL:

Mayor Jacqueline Railey
Vice Mayor Jeffrey R. Wasserman
Commissioner Sandra L. Welch
Commissioner Joshua Rydell
Commissioner John A. Brodie
City Manager Sheila N. Rose
City Attorney Terrill C. Pyburn
City Clerk Joseph J. Kavanagh

Mayor Railey asked all to rise for the Pledge of Allegiance.

City Attorney Pyburn noted that the meeting was being conducted live with a quorum physically present and explained the procedures for the meeting.

Mayor Railey sought and received a consensus to move Agenda Item 10 to the top of the agenda.

PRESENTATION(S)

1. **25-083** A PROCLAMATION RECOGNIZING SEPTEMBER 8, 2025, AS "FLORIDA MISSING CHILDREN'S DAY."

Commissioner Rydell read the proclamation into the record and presented it to Chief of Police Fred Hofer and Sergeant Jason Kohlhorst.

2. **25-156** A PROCLAMATION RECOGNIZING SEPTEMBER 15-21, 2025, AS "NATIONAL DIAPER NEED AWARENESS WEEK."

Vice Mayor Wasserman read the proclamation into the record and presented it to Brittany Wolfe, Executive Director, Greater Fort Lauderdale Diaper Bank.

3. **25-153** A PROCLAMATION RECOGNIZING SEPTEMBER 2025 AS "HUNGER ACTION MONTH."

Mayor Railey read the proclamation into the record and presented it to Tracy Wiggan, Director of Human Resources and Talent, Feeding South Florida.

4. **25-155** A PROCLAMATION RECOGNIZING SEPTEMBER 2025 AS "NATIONAL SERVICE DOG MONTH."

Commissioner Welch read the proclamation into the record and presented it to Amy Perlman and associates, Canine Companions.

5. 25-163 A PRESENTATION BY ETC INSTITUTE, PROVIDING AN ANALYSIS OF COCONUT CREEK'S EMPLOYEE SURVEY RESULTS.

City Manager Rose advised that the City had been working with ETC Institute for three (3) years, including an analysis of the 2023 study. She noted that when the City conducted a Request for Proposals (RFP) to conduct an employee survey, ETC Institute was among the most credentialed responders. She shared that she could not be more pleased with the analytical data received and the change in culture reflected in the report.

Ryan Murray, Assistant Director of Community Research, ETC Institute, provided a brief presentation on the parameters and results of the employee survey. He stated Coconut Creek employees were more satisfied than average, and reviewed benchmarks and opportunities for improvement in the areas of compensation and benefits and career growth and development.

Mayor Railey stated the presentation was impressive and a great testament to the City's leadership.

Commissioner Brodie commented that there were no surprises in the improvement of the survey results under the leadership of City Manager Rose. He stated the change could be felt when walking into the building. He commented that he was disappointed that the survey did not include open-ended questions and sought a commitment that another survey would be conducted in two (2) years. City Manager Rose stated there had been discussion of another survey in two (2) years, but a formal determination had not been made. She added that there was extensive discussion regarding open-ended questions and the impact on the data. Discussion ensued. Commissioner Brodie stated that he did not support the use of focus groups. He commended staff and the employees.

Vice Mayor Wasserman commented that he understood the idea of having a dialogue or a type-in box but did not believe it would bring any good. He stated the environment was not what it used to be, and people should be comfortable speaking with their supervisor rather than hiding behind a survey. He added that the survey data was great and showed the progress made.

Commissioner Rydell agreed that people should be able to add specific feedback, but in a way that would prevent misuse. He asked about best practices for the most efficient frequency of employee surveys. He noted conducting a survey at the end of the City Manager's contract in two (2) years did not make sense, but requiring a survey six (6) months after any significant change in leadership may serve as a litmus test. Human Resources Director Pam Kershaw stated every two (2) years was the most frequent she would recommend. Mr. Murray advised that every three (3) to five (5) years was best practice, with a focus on staff needs rather than elected official desires. Discussion ensued. Commissioner Rydell commended City Manager Rose on her leadership and stated the survey results were amazing.

Commissioner Welch noted the comments had differentiated the City's need and frequency for a survey as a municipality versus private industry. She stated the results showed that everything captured in the last survey that could be dealt with was dealt with. She reiterated that the current City Manager had come into the role with a strategic plan for much of the City and quickly acted on it, and she could not be prouder. She highlighted the improvements in responses related to trust and thanked City Manager Rose and her staff for their efforts to make improvements. City Manager Rose thanked Ms. Kershaw and Government Affairs Manager Bernadette Hughes for their work on the survey.

Mayor Railey thanked the staff, City Manager Rose, and employees for their efforts. She commented

that she was thrilled with the results. She acknowledged the improvement areas with benefits and noted the funding challenges. She agreed that the way the survey was conducted was productive.

Commissioner Brodie commented that he was agreeable to conducting the next survey in three (3) years but wanted a commitment that this would not fall off the radar. Commissioner Rydell suggested the survey was tied to the renewal of City Manager contracts. Discussion continued. Consensus was to revisit the conversation ninety (90) days before the end of the City Manager's contract.

INPUT FROM THE PUBLIC

City Clerk Kavanagh advised that no one had signed in to speak on Non-agenda or Consent Agenda Items.

CONSENT AGENDA (*Item 6*)

Agenda Item 7 was pulled from the Consent Agenda by Commissioner Rydell and heard before the Regular Agenda.

Mayor Railey read each of the titles of the Consent Agenda into the record.

6. RES 2025-124 A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AMENDMENT ONE TO THE GRANT AGREEMENT WITH THE FLORIDA DEPARTMENT OF COMMERCE FOR SUNSHINE DRIVE PARK IMPROVEMENTS TO PROVIDE FOR A SIX (6) MONTH EXTENSION.

MOTION: Welch/Wasserman – To approve Consent Agenda Item 6.

Upon roll call, the Resolution passed by a 5-0 vote.

Public Works Department

7. RES 2025-123 A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO APPROVE A CHANGE ORDER IN THE AMOUNT OF \$153,875.00 FOR MILLER LEGG & ASSOCIATES, INC. TO COMPLETE POST DESIGN SERVICES FOR THE OAK TRAILS PARK EXPANSION PROJECT.

City Manager Rose explained that the City had an existing contract with Miller Legg & Associates, Inc. for design services related to Oak Trails Park that was ongoing, and in the interim, electrical work had been added for lighting. She stated this change order was for additional post design services.

Public Works Assistant Director Brian Rosen provided a brief overview of the change order, explaining that post-design services had not been included in the original agreement due to uncertainty related to the grant funds. He noted that as design services were nearing completion, the post-design would assist with construction administration and additional services to close out the project.

Commissioner Welch asked staff to reiterate the hours of operation for the park. Mr. Rosen stated the hours were dawn to dusk, clarifying that there would be no change to park hours.

MOTION: Wasserman/Rydell – To approve Resolution No. 2025-123.

Upon roll call, the Resolution passed by a 5-0 vote.

REGULAR AGENDA

Sustainable Development

8. **RES 2025-113** A RESOLUTION APPROVING THE GINGER TREE HOMEOWNERS ASSOCIATION APPLICATION FOR GRANT FUNDS FROM THE TREE CANOPY REPLACEMENT GRANT FUNDS FROM THE TREE CANOPY REPLACEMENT GRANT PROGRAM FOR A MULTI-CATEGORY REPLACEMENT PROJECT.

Mayor Railey read the Resolution title into the record.

MOTION: Welch/Rydell – To approve Resolution No. 2025-113.

Sustainable Development Director Justin Proffitt shared that staff was excited to award the first grant under the Tree Canopy Replacement Grant Program. He stated everyone worked very hard to make it happen and the homeowners were patient. He noted applications were open for additional tree canopy replacement projects.

Upon roll call, the Resolution passed by a 5-0 vote.

Tammy Lettieri, 3302 Carambola Circle South, Coconut Creek, thanked the Commission, staff, residents of the Township, and the neighborhood's landscaping contractor. She stated she hoped the City would consider adding more space to the "right tree, right place" model.

9. **RES 2025-128** A RESOLUTION APPROVING THE GOLDEN RAINTREE VI HOMEOWNERS ASSOCIATION APPLICATION FOR MATCHING GRANT FUNDS FROM THE NEIGHBORHOOD ENHANCEMENT GRANT PROGRAM FOR ENERGY CONSERVATION ENHANCEMENTS.

Mayor Railey read the Resolution title into the record.

MOTION: Wasserman/Brodie – To approve Resolution No. 2025-128.

Grants Administrator Dan Nelson provided a brief overview of the Neighborhood Enhancement Grant Program. He stated the Golden Raintree VI project was focused on energy conservation and met the program guidelines.

Commissioner Welch highlighted the new graphics being utilized to advertise the program and stated she hoped they were getting good results.

Mayor Railey inquired as to how many applications had been received. Mr. Nelson advised this was the sixth grant of the year and agreed the advertising campaign had generated activity.

Upon roll call, the Resolution passed by a 5-0 vote.

Dor Lotringer, 3655 Carambola Circle North, Coconut Creek, thanked staff for their assistance

with the grant application. He noted ongoing struggles for residents to pay Homeowners Association (HOA) dues, restricting the board's ability to make improvements, and stated the grant would greatly contribute to the light replacement project and improve safety in the neighborhood.

Commissioner Welch asked staff to speak with Mr. Lotringer about the My Safe Florida program to assist with the HOA's roof replacement project.

Agenda Item 10 was heard prior to Agenda Item 1.

City Manager

10. RES 2025-120 A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE ATTACHED AMENDMENT NO. 2 TO THE PARTNERSHIP AGREEMENT WITH JUNIOR ACHIEVEMENT OF SOUTH FLORIDA, INC. FOR SPONSORSHIP OF TWO (2) COCONUT CREEK GOVERNMENT BIZTOWN STOREFRONTS FOR AN ADDITIONAL THREE (3) YEAR TERM.

Mayor Railey read the Resolution title into the record.

MOTION: Rydell/Brodie – To approve Resolution No. 2025-120.

City Manager Rose shared that the ongoing relationship with Junior Achievement had been positive. She stated the City had access to the facility for formal meetings, and this amendment would add an additional meeting the City could sponsor or host at the facility, as well as allowing the Police and Fire Rescue Departments to use the facility when available at no cost.

Mayor Railey commented on the benefits of the Junior Achievement Program in educating local children.

Laurie Sallarulo, President and CEO, Junior Achievement of South Florida, discussed the programming provided by Junior Achievement and stated they were proud of their partnership with the City. She highlighted plans for expansion of programming.

Commissioner Rydell commented on the value of the program and its direct impact on every child in Coconut Creek. He asserted it was an inherent win-win for all and stated his days there were among his most fulfilling.

Vice Mayor Wasserman asked about the relationship between Junior Achievement and the DECA program and how to complement one another. Ms. Sallarulo discussed local incorporation of the programs into classrooms.

Commissioner Brodie shared his positive experiences participating at the facility and stated this year he would be donating around 2,000 pocket Constitutions to the program in partnership with the 917 Society.

Commissioner Welch highlighted the growing benefits of the partnership.

Upon roll call, the Resolution passed by a 5-0 vote.

Police Department

11. RES 2025-121 A RESOLUTION AUTHORIZING THE USE OF FEDERAL LAW ENFORCEMENT TRUST FUNDS IN THE AMOUNT OF TWENTY-FIVE THOUSAND DOLLARS (\$25,000) FOR THE PURCHASE OF A POLICE SERVICE K-9 AND ALL NECESSARY EQUIPMENT.

Mayor Railey read the Resolution title into the record.

MOTION: Rydell/Welch – To approve Resolution No. 2025-121.

Chief of Police Fred Hofer advised the request was to replace Officer Valenti's K-9, who was recently retired.

Commissioner Rydell asked who the dog would be assigned to, and Chief Hofer stated Officer Kyle Houston was selected as the next K-9 officer.

City Manager Rose noted that the \$25,000 expenditure would cover additional items to support the dog, including a bite suit and veterinary care.

Commissioner Welch asked if there was a consistent veterinarian for all of the K-9s. Chief Hofer explained that aside from occasional changes to due to availability, the same veterinarian was consistently used by the Department.

Commissioner Rydell inquired as to the balance of the Federal Law Enforcement Trust, and Chief Hofer stated the balance was \$508,065.74.

Upon roll call, the Resolution passed by a 5-0 vote.

Public Works Department

12. ORD 2025-032 AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE THE SECOND AMENDMENT TO THE LEASE AGREEMENT WITH NEW CINGULAR WIRELESS PCS, LLC, A WHOLLY OWNED SUBSIDIARY OF AT&T MOBILITY CORPORATION, WHICH PROVIDES FOR MODIFICATION OF THE EQUIPMENT ON THE TOWER AT WINSTON PARK NATURE CENTER. (SECOND READING)(PUBLIC HEARING)

City Attorney Pyburn read the Ordinance title into the record.

MOTION: Welch/Rydell – To adopt Ordinance No. 2025-032.

Public Works Director Harry Mautte presented the item, noting there were no changes since first reading of the ordinance.

There were no questions or comments from the Commission or the public on the item.

Upon roll call, the Ordinance passed by a 5-0 vote.

13. RES 2025-100 A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE AN AGREEMENT WITH CURRIE SOWARDS AGUILA ARCHITECTS, INC. FOR DESIGN SERVICES FOR A NEW PERMANENT FIRE STATION #113

AND FIRE ADMINISTRATION BUILDING PURSUANT TO RFQ NO. 01-22-25-11.

Mayor Railey read the Resolution title into the record.

MOTION: Welch/Brodie – To approve Resolution No. 2025-100.

Mr. Mautte shared a *PowerPoint* presentation, outlining the first steps toward construction of a new permanent Fire Station #113 and Fire Administration Building. He provided a brief overview of current operations for the temporary fire station, location for the new station, scope of services of the design contract, anticipated building specifications, and timeline. He explained the Request for Qualifications (RFQ) process had resulted in 123 electronic invitations sent, 12 responsive submittals, and a short list of five (5) firms before selecting Currie Sowards Aguila Architects, Inc. He reviewed the selection criteria and background of the selected company and shared example images of the firm's prior work. He briefly discussed the Construction Manager At-Risk model and introduced the team present.

Commissioner Welch asked for clarification on the certification of the building and what it would entail. Mr. Mautte advised that LEED certification, or equivalent certification, would be applied to adopt best practices for energy efficiency and low impact on the environment in material choices and operation. He noted the current intent was to achieve LEED Silver, but this would be evaluated through the process. Discussion ensued.

Commissioner Rydell asked staff to walk through the next steps and the time table for post-design. Mr. Mautte explained briefly, noting the Request for Proposals (RFP) for a Construction Manager At-Risk would aim to bring that professional onto the team at thirty percent (30%) design with intermittent progress reviews by the City Commission. Commissioner Rydell stated that during the process for Fire Station 50, built in cooperation with the City of Margate, there had been firefighters on the review committee. He pointed to the importance of including firefighters in the process. Mr. Mautte confirmed the Fire Chief and Assistant Fire Chief had been part of the selection for this agreement, and the process would be joint moving forward.

Commissioner Welch asked about the location of the two (2) story training tower mentioned. Mr. Mautte advised that concepts were being explored to potentially incorporate this into a stairwell.

There were no questions or comments from the public on the item.

Upon roll call, the Resolution passed by a 5-0 vote.

City Attorney

14. ORD 2025-036 AN ORDINANCE ACCEPTING THE CONVEYANCE OF TITLE FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION TO PROPERTIES AND EASEMENTS FOR PORTIONS OF DRAINAGE FACILITIES AND ROAD RIGHT-OF-WAY, SUCH PROPERTIES GENERALLY LOCATED WITHIN THE MAINSTREET PROJECT AREA AND BEING IDENTIFIED IN THE LEGAL DESCRIPTIONS AND SKETCHES ATTACHED HERETO AS EXHIBIT "A." (SECOND READING)(PUBLIC HEARING)

City Attorney Pyburn read the Ordinance title into the record.

MOTION: Welch/Wasserman – To adopt Ordinance No. 2025-036.

There were no updates since first reading of the ordinance and no further questions or comments from the Commission on the item.

Mayor Railey opened the public hearing on the item. There were no questions or comments from the public, and Mayor Railey closed the public hearing.

Upon roll call, the Ordinance passed by a 5-0 vote.

15. ORD 2025-035 AN ORDINANCE APPROVING THE DEVELOPMENT AGREEMENT BETWEEN THE CITY OF COCONUT CREEK AND GSR RE PARTNERS, LLC AND AUTHORIZING THE MAYOR AND CITY MANAGER, OR THEIR DESIGNEES, TO EXECUTE SAME TO PROVIDE FOR A LONG TERM DEVELOPMENT CONTRACT TO GOVERN THE DEVELOPMENT OF THE APPROXIMATELY 200 ACRES LOCATED WEST OF LYONS ROAD AND EAST OF STATE ROAD 7/US 441, BETWEEN WILES ROAD AND SAMPLE ROAD TO BE KNOWN AS THE MAINSTREET @ COCONUT CREEK DEVELOPMENT. (SECOND READING)(SECOND PUBLIC HEARING)

City Attorney Pyburn read the Ordinance title into the record.

MOTION: Welch/Wasserman – To adopt Ordinance No. 2025-035.

City Attorney Pyburn reviewed changes between first and second reading of the ordinance to Exhibit 4, Exhibit M, and Exhibit N. There were no further questions or comments from the Commission on the item.

Mayor Railey opened the public hearing on the item. There were no questions or comments from the public, and Mayor Railey closed the public hearing.

Upon roll call, the Ordinance passed by a 5-0 vote.

16. ORD 2025-034 AN ORDINANCE APPROVING THE EXCHANGE OF REAL PROPERTY AGREEMENT AND APPROVING THE PURCHASE AND SALE OF REAL PROPERTY DESCRIBED THEREIN BY AND BETWEEN THE CITY OF COCONUT CREEK AND GSR RE PARTNERS, LLC, FOR REAL PROPERTY DESCRIBED AS BLOCK 15A OF THE MAINSTREET @ COCONUT CREEK DEVELOPMENT, AS FURTHER DESCRIBED IN EXHIBIT "1" TO EXHIBIT "N," ATTACHED HERETO, WHICH IS COMPRISED OF APPROXIMATELY 6.1355 ACRES TO BE CONVEYED BY CITY TO GSR AND BLOCKS 12A, 12B, 13, AND CIVIC NODE CIRCULATION OF THE MAINSTREET @ COCONUT CREEK DEVELOPMENT, AS FURTHER DESCRIBED IN EXHIBIT "3" TO EXHIBIT "N," ATTACHED HERETO, WHICH IS COMPRISED OF APPROXIMATELY 5.732 ACRES TO BE CONVEYED BY GSR TO CITY AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT. (SECOND READING)(SECOND PUBLIC HEARING)

City Attorney Pyburn read the Ordinance title into the record.

MOTION: Welch/Rydell – To adopt Ordinance No. 2025-034.

City Attorney Pyburn noted that changes between first and second reading of the ordinance were advised as part of Agenda Item 15. There were no further questions or comments from the

Commission on the item.

Mayor Railey opened the public hearing on the item. There were no questions or comments from the public, and Mayor Railey closed the public hearing.

Upon roll call, the Ordinance passed by a 5-0 vote.

CITY MANAGER REPORT

City Manager Rose thanked the Commission for their support in getting the MainStreet @ Coconut Creek Development agreement across the finish line and noted staff would be expediting the plans. She shared that staff was working on a resolution to be placed on the next agenda that would provide for reimbursement of certain capital costs associated with the MainStreet area through a revenue bond.

CITY ATTORNEY REPORT

City Attorney Pyburn stated her department had filed the planned lawsuit against the Florida Department of Transportation (FDOT) the previous day regarding the proposed Turnpike expansion and advised that she would keep the Commission updated as that suit progressed.

COMMISSION COMMUNICATIONS

Commissioner Rydell had no report.

Commissioner Welch recognized Senior Project Manager Michael Righetti and the team that had conducted the traffic study for Coral Tree Circle in conjunction with the conditions for the Mazda Auto Dealership development project. She stated they had done a thorough job and those who attended the community outreach meeting had robust comments and feedback. She noted a communication sent to the Commission from Filthy Organics, regarding the company's contribution over the past year and future plans. Commissioner Welch shared that she had attended the School Advisory Council (SAC) meeting at Dave Thomas Education Center and the topic of school zone speed detection cameras had come up. She asked for an update on the program. Chief Hofer stated that installation was pending the Broward County permit process, and noted the delay was with the RedSpeed engineers. He advised approval was expected in the next week or two (2) and installation would take place one (1) school at a time. Commissioner Welch highlighted a conflict she had with the Solid Waste Authority governing board meeting scheduled for September 19 and stated she would join by phone if able. City Manager Rose stated staff would reach out for a call-in number.

Commissioner Brodie shared that he had attended three (3) veteran-related events in recent weeks and highlighted the event organized by Coral Springs Mayor Scott Brook on the 22nd of each month to raise awareness of veteran suicides. He noted the importance of supporting veterans and veteran events.

Vice Mayor Wasserman thanked the City Clerk's office for assisting him with accommodation to attend the recent Special Meeting remotely. He asked staff for an update on discussions related to a South Creek Business Expo. City Manager Rose provided a brief update on the neighborhood's proposal for a business event and noted Parks and Recreation staff was exploring options for use of City facilities. Mr. Proffitt shared additional details, noting the discussions were preliminary and exploratory for the use of City facilities. Vice Mayor Wasserman asked the date for the Holiday Caravan, and City Manager Rose advised the event was scheduled for Friday, December 12, 2025.

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Mayor Railey recognized the City's first responders, noting the success of the recent Public Safety Night held at City Hall. She shared that, during the Broward County Planning Council meeting held earlier in the day, there had been a presentation regarding ResilientBroward.com and the economic benefits of adopting the climate change and flood risk master plan for Broward County. She advised that she had requested a copy of the presentation and would share it with staff for distribution. She stated she had attended the Bubble Show at the Promenade and was hearing good feedback about what the Promenade was doing for the community. She highlighted the recent luncheon of the Professional Women's Alliance hosted by the Chamber of Commerce.

ADJOURNMENT

The meeting was adjourned at 9:11 p.m.


Joseph J. Kavanagh, MMC
City Clerk

9/25/2025

Date