



## CITY OF COCONUT CREEK CITY COMMISSION MINUTES

Government Center  
4800 W. Copans Road  
Coconut Creek, Florida

Date: April 14, 2022  
Time: 7:00 p.m.  
Regular Meeting No. 2022-0414R

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### CALL TO ORDER

Mayor Joshua Rydell called the meeting to order at 7:09 p.m.

### PRESENT UPON ROLL CALL:

Mayor Joshua Rydell  
Vice Mayor Sandra L. Welch  
Commissioner Rebecca A. Tooley  
Commissioner Jacqueline Railey  
City Manager Karen M. Brooks  
Deputy City Attorney Kathy Mehaffey  
Interim City Clerk Marianne Bowers

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

Mayor Rydell noted that the meeting was being conducted live with a quorum physically present, and explained that, in light of the pandemic, accommodations were made to allow the public to provide advanced comments without the need to attend the meeting. Deputy City Attorney Kathy Mehaffey explained the procedures for public participation and comment for the meeting.

### PRESENTATIONS

1. **22-072** A PRESENTATION OF THE COCONUT CREEK YOUTH SOCCER LEAGUE MAYOR'S AWARD.

Colette Okamoto, Parks and Recreation Senior Recreation Programmer, and Mayor Rydell recognized the following eight (8) players, who exemplified outstanding sportsmanship and promoted a positive experience for all participants during league play:

#### 2022 Youth Soccer League Mayor's Award recipients

Under 6 Co-ed Division - Ana Patricia Carpintero-Marins (Vipers team)  
Under 8 Boys Division - Amir Liam Wilson (Raptors team)  
Under 10 Boys Division - Malakhi Brea (FIFA team)  
Under 12 Boys Division - Cole Medley (Knights team)  
Under 15 Boys Division - Eddy Shamaï (The Underdogs team)  
Under 9 Girls Division - Tiffany Martins (Tigers team)  
Under 12 Girls Division - Cheyanne Schaeffer (Strikers team)  
Under 15 Girls Division - Jazmyn Torres (Hurricanes team)

2. **22-057** A PRESENTATION OF THE LIFESAVING COMMENDATION AWARD FOR SERGEANT BRIAN MULLIN.

Police Captain Ryan Marken recognized Sergeant Brian Mullin with a commendation on behalf of the

Police Department for his actions on December 7, 2021.

- 3. 22-058** A PRESENTATION OF THE LIFESAVING COMMENDATION AWARD FOR POLICE OFFICER GAVIN HENRY.

Police Captain Marken recognized Police Officer Gavin Henry with a commendation on behalf of the Police Department for his actions on February 3, 2022.

- 4. 22-085** A PRESENTATION OF THE DISTINGUISHED BUDGET PRESENTATION AWARD FOR THE CITY'S FISCAL YEAR 2022 ANNUAL BUDGET AND FIVE YEAR CAPITAL IMPROVEMENT PROGRAM.

Budget and Grants Manager Kisha Holland presented the Distinguished Budget Presentation Award to Finance staff members Javan Bryan and Adam Bergman. She stated Coconut Creek had received the award for the past 22 years and thanked staff for their efforts.

- 5. 22-061** A PRESENTATION RECOGNIZING SECOND QUARTER EMPLOYEE MILESTONE ANNIVERSARIES FOR FISCAL YEAR 2022.

Human Resources Director Pam Kershaw recognized the following employees, who had reached a milestone anniversary during the second quarter of Fiscal Year 2022.

Five (5) Year Anniversary

Judy Bremner, Group Exercise Instructor, Parks & Recreation  
Diana Bromfield, Group Exercise Instructor, Parks & Recreation  
Cheryl Gomes, Group Exercise Instructor, Parks & Recreation  
Jonna Harris, Group Exercise Instructor, Parks & Recreation  
Marcia Rabinowitz, Group Exercise Instructor, Parks & Recreation  
David Tablada, Police Officer, Police Department  
John Thomas, Utility Service Worker II, Utilities & Engineering

Ten (10) Year Anniversary

Randall Blanchette, Engineering Manager, Utilities & Engineering

Fifteen (15) Year Anniversary

Priya Ragoonanan, Senior Accounting Technician, Finance & Administrative Services  
Jenny Cospers, IT Systems Analyst, Information Technology  
Heather Hughes, Special Events Assistant, Parks & Recreation  
Navindra Singh, Facilities Attendant Lead, Parks & Recreation  
Edwin Almanzar, Police Officer, Police Department  
David Houle, Police Officer, Police Department  
Chris Ku, Police Officer, Police Department  
Obed Saldana, Police Officer, Police Department  
George Vassilakis, Police Officer, Police Department  
Christopher Goldman, Chief Plumbing Inspector, Sustainable Development  
Alicia Copeland, Project Coordinator, Utilities & Engineering

Twenty (20) Year Anniversary

Alejandro Escobar, Police Officer, Police Department

6. **22-092** A PRESENTATION RECOGNIZING THE MEMBERS OF THE COMMUNITY OUTREACH ADVISORY BOARD, EDUCATION ADVISORY BOARD, ENVIRONMENTAL ADVISORY BOARD, PLANNING AND ZONING ADVISORY BOARD, AND THE PUBLIC SAFETY ADVISORY BOARD.

Yvonne Lopez, Community Relations Director, thanked the Community Outreach Advisory Board members for their dedication and recognized the members individually.

Community Outreach Advisory Board

Mikkie Belvedere  
Connie Finley  
Amanda Fishman  
Omar Glenn  
Cheryl Higgins  
Stacy Miller

Bernadette Hughes, Assistant to the City Manager, thanked the Education Advisory Board for their dedication and recognized the members individually.

Education Advisory Board

Louise Ball  
Robert Hurley  
Brian Kenney  
Jeff Realejo  
Susan Sargis  
Jack Vesey

Linda Whitman, Senior Planner, thanked the Environmental Advisory Board for their dedication and recognized the members individually.

Environmental Advisory Board

Alfred Delgado  
Irene Espinosa  
Susi Glatt  
Dan Mackey  
Diane Smith  
Cheryl Stein

Wayne Tobey, Parks and Recreation Director, thanked the Parks and Recreation Advisory Board for their dedication and recognized the members individually.

Parks and Recreation Advisory Board

David Anderson  
Kenneth Forbes  
Randy Johnson  
Benjamin Nazario  
Joel VanHemel  
Dawn Walkowski

Justin Proffitt, Sustainable Development Assistant Director, thanked the Planning and Zoning Board for their dedication and recognized the members individually.

Planning and Zoning Advisory Board

Jeffrey Barker  
Thomas Casey  
Steven Hall  
Colleen LaPlant  
Debra Voorhees  
Doug Young

Jeffery Gary, Fire Chief, thanked the Public Safety Advisory Board for their dedication and recognized the members individually.

Public Safety Advisory Board

Caleb Devore  
Margaret Lackner  
Kevin Sattler  
Leni Smith  
Lucia Ungaro

Mayor Rydell encouraged the members of those Boards to remain active and involved in City government and the upcoming Ambassador Program.

7.     **22-086**         A PROCLAMATION RECOGNIZING THE MONTH OF APRIL 2022 AS  
                          "PARLIAMENTARY LAW MONTH."

Mayor Rydell read the proclamation into the record and presented it to Clifton Eserman, President of the Broward-Palm Beach Parliamentarians, who briefly addressed the Commission regarding the services and value of parliamentarians.

8.     **22-086**         A PROCLAMATION RECOGNIZING APRIL 18-24, 2022 AS "CITY GREEN  
                          WEEK 2022" IN THE CITY OF COCONUT CREEK.

Vice Mayor Welch read the proclamation into the record and presented it to Senior Planner Linda Whitman, who received it on behalf of the Sustainable Development Department.

**INPUT FROM THE PUBLIC**

Interim City Clerk Marianne Bowers stated that no advanced public comments were received for non-agenda or consent agenda items, and no one had signed in to speak.

**CONSENT AGENDA (Items 9-14)**

Mayor Rydell read each of the titles of the Consent Agenda Items into the record.

9.     **22-063**         A MOTION APPROVING THE MINUTES FROM PREVIOUS CITY COMMISSION  
                          MEETING(S). (2022-0310R)
10.    **RES**  
       **2022-069**         A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO  
                          EXECUTE AN AGREEMENT WITH MASTER MECHANICAL SERVICES, INC.  
                          TO PROVIDE HEATING, VENTILATION, AND AIR CONDITIONING (HVAC)  
                          SERVICES PURSUANT TO RFP NO. 02-23-22-10.

11. **RES 2022-073** A RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER, OR DESIGNEE, TO EXECUTE THE ATTACHED INTERLOCAL AGREEMENT BETWEEN BROWARD COUNTY AND THE CITY OF COCONUT CREEK FOR THE PREPARATION, IMPLEMENTATION, AND ADMINISTRATION OF THE STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) PROGRAM FOR FISCAL YEARS 2022-2023, 2023-2024, AND 2024-2025.
12. **RES 2022-074** A RESOLUTION ADOPTING THE BROWARD COUNTY, CITY OF COCONUT CREEK, CITY OF MARGATE, AND CITY OF WESTON FISCAL YEAR 2022-2023, 2023-2024, 2024-2025 LOCAL HOUSING ASSISTANCE PLAN (LHAP), INCORPORATING THE CITY OF COCONUT CREEK INTO THE JOINT BROWARD COUNTY LHAP; PROVIDING FOR ALLOCATION OF FUNDS RECEIVED FROM THE STATE OF FLORIDA UNDER THE STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) PROGRAM; AUTHORIZING TRANSMITTAL OF THE LHAP TO THE FLORIDA HOUSING FINANCE CORPORATION, IN ACCORDANCE WITH SHIP PROGRAM REQUIREMENTS.
13. **RES 2022-087** A RESOLUTION IN SUPPORT OF THE CITY'S REQUEST FOR COMMUNITY PROJECT FUNDING TO COMPLETE THE LYONS ROAD PEDESTRIAN SAFETY LIGHTING PROJECT.
14. **RES 2022-088** A RESOLUTION IN SUPPORT OF THE CITY'S REQUEST FOR COMMUNITY PROJECT FUNDING TO CONTRIBUTE TOWARD THE PURCHASE OF BODY-WORN CAMERAS AND RELATED TECHNOLOGY.

**MOTION:** Tooley/Welch – To approve Consent Agenda Items 9, 10, 11, 12, 13, and 14.

**Upon roll call, the Motion passed by a 4-0 vote.**

## **REGULAR AGENDA**

### **Human Resources**

15. **22-079** A MOTION TO RECOGNIZE LOCAL 3080, METRO-BROWARD PROFESSIONAL FIREFIGHTERS, INTERNATIONAL ASSOCIATION OF FIREFIGHTERS (LOCAL 3080) AS THE EXCLUSIVE COLLECTIVE BARGAINING AGENT FOR SELECT CITY OF COCONUT CREEK UNIFORMED FIRE RESCUE PERSONNEL.

Mayor Rydell read the Motion into the record.

**MOTION:** Tooley/Welch – To approve the Motion.

Human Resources Director Pam Kershaw presented the item, explaining since the Fire Rescue Department had been launched in September 2021, personnel had organized and taken the steps they needed to take to select their bargaining agent.

Vice Mayor Welch inquired as to the next steps following approval of the Motion. Ms. Kershaw explained the steps for submission, review, certification, and subsequent posting. She noted the City would then begin negotiations on the first collective bargaining agreement.

Interim City Clerk Bowers stated that no advanced public comments were received for the item, and no one had signed in to speak.

**Upon roll call, the Motion passed by a 4-0 vote.**

### **Finance and Administrative Services**

16. **RES 2022-082** A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE AN AGREEMENT WITH HUMAN SERVICES NETWORK, INC., D/B/A MEALS ON WHEELS OF SOUTH FLORIDA FOR MEAL ASSISTANCE SERVICES RELATED TO THE COVID-19 EMERGENCY TO AID THE CITY'S COMMUNITY.

Mayor Rydell read the Resolution title into the record.

**MOTION:** Tooley/Railey – To approve Resolution No. 2022-082.

Budget and Grants Manager Kisha Holland presented the item. She explained 41 Coconut Creek seniors, who were previously on a waiting list, had been assisted through the agreement signed in 2020. She explained the new agreement would assist 40 seniors with three (3) meals a day for five (5) months.

Mark Adler, Executive Director of Meals on Wheels South Florida, shared additional details on the impacts of the agreement, both to assist the community and as an example for other cities to provide essential funding. He discussed the program briefly and thanked the City for its efforts.

Discussion ensued regarding the need to provide a nutritious diet to homebound seniors and funding opportunities. Mayor Rydell asked the number of people that remain on the waiting list in Coconut Creek, and Mr. Adler stated it was 53. Mayor Rydell commented that members of the community may also be able to assist with residents on the waiting list. Mr. Adler discussed the value of volunteers visiting the home.

Budget and Grants Manager Holland explained the amount in the agreement was a not to exceed amount, so the City could fund the 53 residents currently on the list until the money was depleted, rather than the 40 residents for five (5) months. Discussion continued regarding finding ways to fill the need.

Interim City Clerk Bowers stated that no advanced public comments were received for the item, and no one had signed in to speak.

**Upon roll call, the Resolution passed by a 4-0 vote.**

### **City Manager**

17. **RES 2022-072** A RESOLUTION APPOINTING ONE (1) REGULAR MEMBER TO THE SEMINOLE COCONUT CREEK EDUCATION FOUNDATION, INC., PURSUANT TO THE COCONUT CREEK FEE TO TRUST LANDS MITIGATION AGREEMENT AND THE BYLAWS OF THE SEMINOLE COCONUT CREEK EDUCATION FOUNDATION.

Mayor Rydell read the Resolution title into the record.

**MOTION:** Welch/Tooley – To approve Resolution No. 2022-072.

City Manager Brooks presented the item, explaining the background on the Seminole Coconut Creek Education Foundation and the make-up of the Board. She explained Mary Blasi would be willing to continue to serve on the Board.

Commissioner Tooley stated Mary Blasi had been a catalyst in moving the Board forward, so she thought she should continue on the Board. City Manager Brooks discussed the work of the Foundation moving forward.

Vice Mayor Welch asked about efforts to address the deficit of tutoring in the schools, and City Manager Brooks responded briefly.

Interim City Clerk Bowers stated that no advanced public comments were received on the item, and no one had signed in to speak.

**Upon roll call, the Resolution passed by a 4-0 vote.**

#### City Attorney

18. **ORD 2022-005** AN ORDINANCE AMENDING THE CITY'S CODE OF ORDINANCES, BY AMENDING CHAPTER 2, "ADMINISTRATION," ARTICLE II, "CITY COMMISSION," SECTION 2-25, "DECLARATION OF CITY-WIDE STATE OF EMERGENCY," TO PROVIDE A DEFINITION OF PUBLIC HEALTH EMERGENCY, UPDATE NOTICE REQUIREMENTS, CLARIFY AUTHORITY CONSISTENT WITH PRACTICES AND EMERGENCY NEEDS, AND REVISE THE PERMITTED DURATION OF CERTAIN EMERGENCY MEASURES, WHICH LIMIT THE RIGHTS OR LIBERTIES OF INDIVIDUALS OR BUSINESSES WITHIN THE CITY TO SEVEN (7) DAY PERIODS WITH RENEWALS NOT TO EXCEED FORTY-TWO (42) DAYS PURSUANT TO STATE LAW. (FIRST READING)

Deputy City Attorney Mehaffey read the Ordinance title into the record.

**MOTION:** Railey/Welch – To approve Ordinance No. 2022-005 on first reading.

Deputy City Attorney Mehaffey presented the item, explaining the proposed amendment was in response to changes made by the State Legislature which limited emergency orders. She noted a proposed revision was made at the request of the City Manager to revise who would make emergency declarations, with the Police Chief and City Manager making declarations, depending on the type of emergency.

Mayor Rydell asserted that he believed the Mayor should be making emergency declarations, despite the City Manager/Commission form of government in place. He stated he was fine with the other changes, but it was important to the community that the responsibility lay with an elected official.

Vice Mayor Welch asked City Manager Brooks to explain the reason for the change. City Manager Brooks explained she had suggested the change because in the form of government, it is the City Manager and their staff who implement activities throughout the City. She added that in a strong mayor form of government, the Mayor has those responsibilities.

Commissioner Railey clarified that the only change required by State law was the time element, and Deputy City Attorney Mehaffey confirmed this was correct.

Discussion continued regarding who should have the authority to address an emergency.

Mayor Rydell passed the gavel to Vice Mayor Welch and made a motion to amend the Ordinance to place the authority to declare a City-wide state of emergency with the Mayor, except in the case of violence to be addressed by the Chief of Police. The motion was not seconded, and Mayor Rydell withdrew the motion.

City Manager Brooks explained certain types of emergencies also have to come before the Commission to extend beyond seven (7) days. Mayor Rydell passed the gavel.

**MOTION:** Rydell/Tooley – To table Ordinance No. 2022-005 to the May 12 meeting.

**Upon roll call, the Ordinance was tabled to the May 12, 2022, Commission Meeting by a 4-0 vote.**

## **CITY MANAGER REPORT**

City Manager Brooks discussed proposed changes to allocations of the American Rescue Plan Act (ARPA) funds. She asked for consensus regarding the changes, including additional funding for everyone who applied for the small business grants, increases to meal assistance programs, reduction to mental health assistance, reduction to housing facilities, and addition of funds for software for more effective community engagement.

Commissioner Tooley asked if the mental health assistance could be increased later, and City Manager Brooks stated there were funds that would be allocated if programs were identified.

Vice Mayor Welch inquired about job training programs, and City Manager Brooks explained the contributions currently in process.

Consensus was to move forward with the changes to the ARPA allocations as outlined, with the addition of an increase to the job training line item.

## **CITY ATTORNEY REPORT**

Deputy City Attorney Mehaffey noted that Commissioners could reach out to her with any needs while City Attorney Pyburn was out of the office.

## **COMMISSION COMMUNICATIONS**

Commissioner Tooley stated she had attended the event for the “Spirit of the Caring” sculpture at Broward Health Coral Springs. She shared her experiences from the event and passed on thanks from the parents of the victims of the Marjory Stoneman Douglas High School shooting. Continuing, Commissioner Tooley discussed the Tip-a-Hero event, Relay for Life, the Farmers Market, and an event in support of autism safety awareness. She stated that the Broward League of Cities had a dinner on April 21 where they would be honoring scholarship winners. Commissioner Tooley stated Deerfield Beach had divested from all investments having to do with Russia and asked other municipalities to follow suit. She reported on the Solid Waste Working Group meeting and stated she wanted to make



sure the large cities did not push the medium and small cities out. She noted there was progress being made.

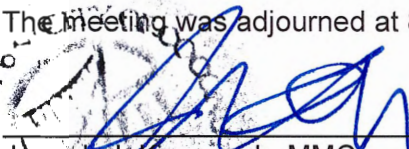
Commissioner Railey stated she was also in attendance at most of the events referenced by Commissioner Tooley and thanked the organizers for putting on great events. She thanked the Coconut Creek Police Department and Fire Rescue Department for always being at the right place at the right time.

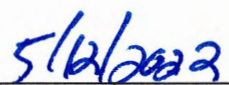
Vice Mayor Welch discussed the Teen Political Forum and stated it had been canceled due to a lack of student engagement. She shared that the next season would be in person and encouraged everyone to stay tuned. She thanked staff for an addition to the newsletter. She stated she had met with the administrators of the assisted living facilities in the City in advance of hurricane season to check in and shared a brief update.

Mayor Rydell followed up on the issues with the Teen Political Forum and noted it had been difficult for children to engage through COVID-19. He thanked the Police Department for addressing texting while driving. Mayor Rydell spoke on the deadline for applications to fill the open Commission seat and stated he believed the applications should be placed on the City website to make the process transparent to the public. Discussion ensued regarding the applications being shared in addition to the agenda backup for the next Commission meeting. Mayor Rydell thanked Fire Chief Gary for his positive use of social media earlier in the week.

**ADJOURNMENT**

The meeting was adjourned at 8:56 p.m.

  
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Joseph J. Kavanagh, MMC  
City Clerk

  
\_\_\_\_\_  
Date