



## CITY OF COCONUT CREEK CITY COMMISSION WORKSHOP MINUTES

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

**Date: October 10, 2024  
Time: 6:00 p.m.  
Meeting No. 2024-1010WS**

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### **CALL TO ORDER**

Mayor Sandra L. Welch called the meeting to order at 6:00 p.m.

### **PRESENT UPON ROLL CALL:**

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

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

### **ANNUAL PERFORMANCE REVIEW OF THE CITY ATTORNEY**

City Attorney Pyburn expressed gratitude for her ten (10) years of service, emphasizing how privileged she felt to work with City Manager Rose, Ms. Rose's staff, and her own team. She mentioned the joy of mentoring two (2) summer interns through a grant program and working with the new Assistant City Attorney, which reminded her of the unique and fascinating challenges Coconut Creek offered. City Attorney Pyburn noted how fortunate she felt to work on such a diverse range of issues, and thanked everyone for their support, expressing appreciation for the engaging and rewarding work environment.

Commissioner Rydell commended City Attorney Pyburn for her exceptional legal expertise and leadership on complex issues, such as whistleblower lawsuits, police surveys, and PFAS water concerns. He appreciated her office expansion, budget management, and thoughtful succession planning. Commissioner Rydell also noted the significant number of public records requests she handled over the past year, praising her ability to manage both predictable and unforeseen challenges. He expressed complete satisfaction with her performance, stating that he would rate her as excellent in all areas if asked to complete an evaluation.

Commissioner Wasserman praised City Attorney Pyburn for her approachable and effective communication, making legal matters easier to understand. He highlighted how she removed pressure in meetings, explained things with patience, and represented the City and its residents exceptionally well. Commissioner Wasserman expressed gratitude for her leadership and looked forward to continuing to work with her.

Commissioner Brodie praised City Attorney Pyburn for her thorough and comprehensive approach to her work, emphasizing how her 360-degree view helped him make informed decisions. He admired her responsiveness and dedication, noting that she was always on her game and never seemed to have a bad day. However, he expressed concern about her relentless commitment to her work and urged her to

take breaks to avoid burnout, as he hoped she would stay with the City for many more years. Commissioner Brodie highlighted her integrity, saying that when she provided advice, it could be fully trusted. He concluded by thanking her for her hard work and dedication, acknowledging the sacrifices she made for the Commission and the City.

Vice Mayor Railey expressed agreement on City Attorney Pyburn's excellent performance, emphasizing that her dedication reflected a true passion for her work. She highlighted City Attorney Pyburn's patience, tenacity, and leadership, noting her ability to foster a positive environment and work effectively with others. Vice Mayor Railey commended her for making complex legal matters accessible without causing discomfort and praised her ability to balance responsibilities while leading a strong staff, concluding that the City was fortunate to have her.

Mayor Welch echoed the praise for City Attorney Pyburn, highlighting the 11,143 tasks her office had handled, from cases to contracts. She emphasized that it was not just about the volume of work, but City Attorney Pyburn's excellent communication with both the Commission and residents to find effective solutions. Mayor Welch also praised her leadership, recognition, and the strategic use of internships, expressing gratitude for City Attorney Pyburn's continued dedication since she was hired a decade ago.

Commissioner Rydell addressed the two-pronged approach to her contract, mentioning the possibility of a bonus or salary increase. He stated the fiscal year had been more challenging for the City due to the millage rate increase, noting while he would have typically supported a five percent (5%) increase, he was proposing a three percent (3%) salary increase for the year, with the understanding that the contract would likely top out next year, shifting the focus toward a potential bonus.

Mayor Welch proposed a four percent (4%) salary increase, which received consensus.

City Attorney Pyburn expressed her gratitude, thanking everyone for their continued support. She emphasized that she could not do it without her team. She praised her team as hardworking and dedicated, concluding with her appreciation for their efforts.

## **ADJOURNMENT**

The meeting was adjourned at 6:19 p.m.

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Joseph J. Kavanagh, MMC  
City Clerk

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Date