



# CITY OF COCONUT CREEK CITY COMMISSION MINUTES

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

**Date: February 24, 2022  
Time: 7:00 p.m.  
Meeting No. 2022-0224R**

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## **CALL TO ORDER**

Mayor Rebecca A. Tooley called the meeting to order at 7:08 p.m.

## **PRESENT UPON ROLL CALL:**

Mayor Rebecca A. Tooley  
Vice Mayor Joshua Rydell  
Commissioner Lou Sarbone  
Commissioner Sandra L. Welch  
Commissioner Jacqueline Railey  
City Manager Karen M. Brooks  
City Attorney Terrill C. Pyburn  
Records Specialist Darnette Grant

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

Mayor Tooley 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. City Attorney Terrill Pyburn explained the procedures for public participation and comment for the meeting.

## **PRESENTATIONS**

- 1. 22-038** A PROCLAMATION RECOGNIZING LESLY AND MARGARET GREGOIRE AS BEAUTIFUL HOME AWARD WINNERS.

Commissioner Welch read the proclamation into the record and presented it to Lesly and Margaret Gregoire.

- 2. 22-035** A PROCLAMATION RECOGNIZING MARCH 14-18, 2022, AS "GOVERNMENT FINANCE PROFESSIONALS WEEK."

Commissioner Sarbone read the proclamation into the record and presented it to Finance and Administrative Services Director Peta-Gay Lake.

- 3. 22-036** A PROCLAMATION RECOGNIZING MARCH 2022, AS "PROCUREMENT MONTH" AND MARCH 9, 2022, AS "PROFESSIONAL BUYER'S DAY."

Vice Mayor Rydell read the proclamation into the record and presented it to Procurement Manager Linda Jeethan.

4. **22-045** A PRESENTATION OF THE CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING FOR THE CITY'S COMPREHENSIVE ANNUAL FINANCIAL REPORT (ANNUAL REPORT) AND THE AWARD FOR OUTSTANDING ACHIEVEMENT IN POPULAR ANNUAL FINANCIAL REPORTING FOR THE CITY'S POPULAR ANNUAL FINANCIAL REPORT (PAFR) FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020.

Finance and Administrative Services Director Peta-Gay Lake presented the award to Assistant Finance Director Karin Lu.

### **INPUT FROM THE PUBLIC**

Records Specialist Darnette Grant stated that no advanced public comments were received, and no one had signed in to speak.

### **CONSENT AGENDA (Items 5 and 8)**

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

*Agenda Item 6 was pulled by Vice Mayor Rydell, and Agenda Item 7 was pulled by Commissioner Sarbone. The items were heard immediately before the Regular Agenda.*

5. **22-039** A MOTION APPROVING THE MINUTES FROM PREVIOUS CITY COMMISSION MEETING(S). (2022-0127R)
8. **RES**  
**2022-034** A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE HEALTHY CONTRIBUTIONS TERMS AND CONDITIONS OF SERVICE TO REPLACE AND SUPERSEDE THE PROGRAM AGREEMENT BETWEEN THE CITY OF COCONUT CREEK AND HEALTHY CONTRIBUTIONS, LCC, DATED DECEMBER 14, 2017, PROVIDING FOR PROCESSING OF THE REIMBURSEMENT OF FITNESS MEMBERSHIP FEES FOR THE OPTUM FITNESS PASSPORT PROGRAMS.

**MOTION:** Rydell/Welch – To approve Consent Agenda Items 5 and 8.

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

### **Finance and Administrative Services**

6. **22-046** A MOTION TO AUTHORIZE A CREDIT IN THE AMOUNT OF \$4,809.40 TO DEERFIELD LAKE MOBILE HOME PARK FOR SEWER SERVICES.

Mayor Tooley read the Motion into the record.

Finance and Administrative Services Director Lake presented the item, explaining the City's Code allowed staff to make adjustments up to six (6) months, and after that, Commission approval was required. She stated the adjustment was for the period from 2010 through 2021 for sewer consumption that was billed incorrectly.

Vice Mayor Rydell stated the item showed the dedication of the staff in self-auditing and making

potential oversights correct.

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

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

7. **RES 2022-031** A RESOLUTION WAIVING THE AUTOMATIC ANNUAL INCREASE FOR WATER AND WASTEWATER CHARGES FOR FISCAL YEAR 2022 EFFECTIVE ON APRIL 1, 2022.

Mayor Tooley read the Resolution title into the record.

Commissioner Sarbone stated each year, staff reviews water usage and costs, and the Commission decides whether to implement the fee increase. He asked how many years in a row they had opted not to make the increase. Director Lake responded that this was the fifth year.

Commissioner Welch noted with the increase in CPI there was a lot to make up, and asked Ms. Lake to outline how the City had been able to move forward without an increase. Director Lake explained it was due to a combination of departmental savings, lower than anticipated fees from Broward County, and cost cutting in capital projects.

**MOTION:** Sarbone/Welch – To approve Resolution No. 2022-031.

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

## REGULAR AGENDA

### Police Department

9. **22-047** A MOTION TO AUTHORIZE THE PURCHASE OF POLICE FIREARMS AND ACCESSORIES WITH TRADE-INS FROM LOU'S POLICE DISTRIBUTORS, INC., USING THE CITY'S P-CARD PURSUANT TO IFB NO. 01-05-22-10.

Mayor Tooley read the Motion into the record.

**MOTION:** Rydell/Railey – To approve the Motion.

Police Lieutenant Scott Slavin presented the item, explaining the purchase would improve the department's weapon sights and discussed the public safety benefits. Vice Mayor Rydell stated this was a nominal purchase to legitimately improve public safety.

Records Specialist Grant stated that no advanced public comments were received, and no one had signed in to speak.

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

### Fire Rescue Department

10. **RES 2022-021** A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE MEMORANDUM OF AGREEMENT (MOA) ALLOWING MEMBERS OF THE COCONUT CREEK FIRE RESCUE DEPARTMENT TO PARTICIPATE WITH

THE CITY OF MIAMI FIRE RESCUE NATIONAL URBAN SEARCH AND  
RESCUE RESPONSE SYSTEM FLORIDA TASK FORCE 2.

Mayor Tooley read the Resolution title into the record.

**MOTION:** Railey/Rydell – To approve Resolution No. 2022-021.

Fire Chief Jeffery Gary presented the item, noting that the Fire Rescue Department currently had two (2) members who had been long-standing with the team, and the MOA would allow for a continuation of participation. He explained the team's response to emergencies such as earthquakes, tornadoes, hurricanes, and flood events, in-state as well as nationally and internationally. He discussed training and the City's right of refusal when a member is activated.

Mayor Tooley stated this was an excellent opportunity and noted the team was nationally recognized.

Records Specialist Grant stated that no advanced public comments were received, and no one had signed in to speak.

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

**Sustainable Development**

11. **RES 2022-037** A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE AN AGREEMENT WITH ALFRED BENESCH & COMPANY TO PREPARE AN IMPACT FEE STUDY RECOMMENDING REVISIONS AND UPDATES TO THE CITY'S EXISTING DEVELOPMENT IMPACT FEE PROGRAM AND REPORT ON THE FEASIBILITY AND IMPLEMENTATION OF NEW IMPACT FEE PROGRAMS PURSUANT TO RFP NO. 07-14-21-10.

Mayor Tooley read the Resolution title into the record.

**MOTION:** Rydell/Railey – To approve Resolution No. 2022-037.

Sustainable Development Director Scott Stoudenmire presented the item, explaining the consultant would evaluate the City's existing impact fees and make recommendations for any changes. He noted the past few legislative sessions had necessitated a review of the fees and associated data analysis to be sure the City is in line with State statutes.

Commissioner Welch asked how often these types of reviews were normally done, and Director Stoudenmire reiterated that it was the activity at the State level, which had necessitated the review, but there was no hardline requiring it. He noted the data supporting the current system is over 10 years old. Commissioner Railey asserted it was to the City's advantage to do a review and stated they did not have to wait 10 years to do another.

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

**CITY MANAGER REPORT**

City Manager Karen Brooks stated she was looking forward to seeing everyone at the Butterfly Festival on Saturday.

**CITY ATTORNEY REPORT**

City Attorney Pyburn had no report.

**COMMISSION COMMUNICATIONS**

Commissioner Sarbone agreed with City Manager Brooks’ comment regarding the Butterfly Festival and stated he looked forward to a big comeback after a two (2) year hiatus due to the pandemic.

Commissioner Welch commended the Police Department on their collaboration to capture of juveniles involved in vehicle burglaries. She stated she hoped the canine officer who was injured in the arrest was well. Continuing, she stated she was disappointed with the recent unanswered calls to 911 and noted the City’s plan to transition to Coral Springs for 911 dispatch services in October could not happen soon enough. Commissioner Welch asserted she was disappointed with the developer on the Mazda dealership in removing three (3) pivotal trees and stated the City would learn lessons from the experience. She discussed progress on the Broward County School Smart Bond projects and fiscal management of the projects, and reported briefly on her service on the selection committee for the new principal at Coconut Creek High School.

Commissioner Railey thanked staff for responding quickly to resident inquiries. She commended the Fire Rescue Department members who choose to engage on the Urban Search and Rescue Task Force and help their local department. Commissioner Railey commented briefly on the Citizen’s Academy and encouraged other residents to consider participating in the future.

Vice Mayor Rydell thanked City Manager Brooks and staff for their support after a resident had reached out to him in tragic circumstances in need of support regarding utility bills. He added to Commissioner Welch’s comments regarding the trees at the Mazda dealership and asked staff if there were certain individuals certified in land clearing. Deputy City Manager Sheila Rose explained they were operating under a permit and needed to use a contractor of the correct type. Vice Mayor Rydell provided an update on the business academy and stated the start of the project would be after the completion of the Citizen’s Academy. He discussed property tax exemptions being discussed in the legislature and stated it was an issue that would impact municipalities and result in budget shortfalls. Vice Mayor Rydell stated he was looking forward to the public outreach at the Butterfly Festival.

Mayor Tooley stated she had listened to the legislative session all day and witnessed a series of hits on cities. She stated everyone who goes to the legislature should be a City Commissioner. She noted the school safety bill passed on third reading and commented briefly on signs regarding smoking in public areas. Mayor Tooley discussed her experience at Coconut Creek Elementary School on February 14 creating positive affirmations, and the induction ceremony of Mentoring Tomorrow’s Leaders at Coconut Creek High School.

**ADJOURNMENT**

The meeting was adjourned at 7:56 p.m.

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Marianne Bowers, CMC  
Interim City Clerk

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Date