



CITY OF COCONUT CREEK CITY COMMISSION WORKSHOP MINUTES

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

**Date: March 25, 2025
Time: 6:00 p.m.
Meeting No. 2025-0325WS**

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
Deputy City Attorney Kathy Mehaffey
City Clerk Joseph J. Kavanagh

Mayor Welch asked all to rise for the Pledge of Allegiance. She noted that the meeting was being conducted live with a quorum physically present and being broadcast live.

DISCUSSION – FISCAL YEAR 2026 BUDGET STRATEGIC PLANNING

City Manager Rose provided a brief introduction to the workshop, explaining this was the first step in the budget process. She stated this would be a high-level discussion that would provide the Commission an opportunity to weigh in before departments prepared their budget requests. She noted there was a need to discuss and review the language of the City's goals in light of the current administration.

Finance and Administrative Services Director Peta-Gay Lake outlined the workshop format. She and Budget and Grants Manager Veronica Munoz shared a *PowerPoint* presentation with an overview of the City's Fiscal Year 2026 (FY26) budget process, including alignment with the City's Vision 2030 Strategic Plan, prioritization and collaboration, and the timeline for adoption.

Ms. Lake discussed recent accomplishments and reviewed the proposed FY26 initiatives, programs, and projects by key areas of focus. She highlighted a need to evaluate current staffing levels, increase efficiency, and leverage outside resources when requesting new programming. She discussed the impact of changes to the Homestead exemption, property tax proposals in the legislature, and the development of the Governor's DOGE project. She stated as a result, staff was taking a cautious, responsible approach to the FY26 budget and would continue to monitor changes and adjust, as needed. She discussed a system for categorization of requests and noted it was the same system used in FY25. Ms. Lake reviewed long term plans to be considered in the budget process, including the ten (10) year Capital Improvement Plan (CIP) schedule, the Parks and Recreation Master Plan scheduled improvements, and other long-term plans. She highlighted major capital investments approved or initiated in FY25 that would carry forward into FY26, including Fire Station 113. She advised that staff had evaluated options for the project and selected a design-bid-build construction method, with an anticipated construction start date of March 2027.

Mayor Welch and Commissioner Rydell asked for clarification on the bid process and selection of the construction method. City Manager Rose advised that the options had been evaluated closely over the past year, and because of the scale of the project and the intricate needs of the Fire Department, the process had been initiated months earlier. Public Works Director Harry Mautte shared that the construction delivery method was a balance of control, time, risk, and cost. He stated this option would require more time, but during that process the City would have the opportunity to fully decide what the Fire Station would look like with the design team. He discussed the process, criteria, proven experience, and prequalification of firms, and responded to questions regarding keeping costs down. City Manager Rose added that staff could provide information on recent Fire Stations in other municipalities and the procurement methods used. Mayor Welch asked that the information include whether they were or were not locked in to the dollar amount, and limitations on change orders. She stated they needed to look at past experiences with clear and open eyes and ensure that, to the best of their ability, they did not go down the same road again. Commissioner Rydell agreed.

Ms. Lake continued to review major capital investments that would carry over into FY26, including renovation of the Police Station, a redundant fiber optic ring, MainStreet civic space and parking garage, Recreation Complex building improvements, and the Government Center courtyard and parking lot renovations.

Commissioner Wasserman asked if the renovations to the Government Center would include an increase to the number of handicap parking spaces. City Manager Rose advised that the number of handicap parking spaces was a percentage of the full number of spaces so there would be an increase, but if there was a need to go beyond what was required by Code, that could be considered. Consensus was to review the number and location of handicap spaces.

Mayor Welch asked if there would be additional electric vehicle (EV) charging stations included. City Manager Rose stated Mr. Mautte was investigating opportunities to increase EV stations. She noted the existing spaces were utilized all the time.

Ms. Lake stated that staff continued to pursue grant opportunities to offset the cost of projects listed in the ten (10) year CIP. City Manager Rose noted that a focused grant process was being implemented.

Ms. Lake reviewed Parks and Recreation Master Plan scheduled improvements and stated that the City remained committed to investing in Parks and Recreation projects with future funding dependent on other competing priorities and the availability of financial resources. Discussion ensued briefly regarding improvements to Oak Trails Park.

Continuing, Ms. Lake discussed the MainStreet project and explained that staff remained focused on moving the project forward while ensuring thoughtful planning and strategic partnerships. She stated a Request for Proposals (RFP) for the creation of a comprehensive economic development strategy would be brought to the Commission in the coming weeks. City Manager Rose provided additional details on the scope and components of the plan. Commissioner Rydell asked if the intent was to outsource economic development. City Manager Rose stated the intent was to outsource the creation of a master plan to be implemented in-house. Commissioner Rydell commented on the need for an in-house Economic Development Coordinator in this budget cycle and asserted creating a plan without staffing would be putting the cart before the horse. Discussion continued.

Ms. Lake reviewed a list of active capital projects. Discussion ensued regarding the South Creek Neighborhood Improvements and related partnership with the City of Margate.

Commissioner Wasserman stated he was uncomfortable with the planned Commission Chamber renovations and believed the money could be better spent elsewhere. Commissioner Brodie commented

that the equipment was dated and subject to failure and asked that the technology piece of the project be carved out. City Manager Rose advised that if the architectural improvements were not a priority, staff could come up with a plan for technological upgrades.

Ms. Lake shared a list of capital budget requests that had been previously submitted and asked the Commission to assist in categorizing the items for future funding considerations and long-term planning.

Mayor Welch highlighted the request for landscaping along the Wynmoor wall and stated that the Township Community Master Association (TCMA) board had asked about being held to landscaping requirements along Lyons Road when there was no similar landscaping requirement along the Wynmoor wall. She stated when following up on the question, she had learned that the City owns and maintains the area adjacent to the Wynmoor wall. She noted she had not intended for it to go forward as a capital project.

Mayor Welch requested a placeholder in the budget to continue to oppose the landfill expansion should it be needed. Discussion ensued regarding the budget for outside counsel, the appropriate amount to budget, and other cases.

Ms. Lake reviewed non-capital budget requests that had been previously submitted.

Vice Mayor Railey commented on opportunities to compost grass clippings and other landscaping waste. Commissioner Rydell shared that there had been discussion at the Solid Waste Authority meeting recently regarding an agreement that North Broward Preparatory School had to dedicate food waste and landscaping waste in exchange for soil and mulch. He stated the City should be a leader in composting and advised he was a huge supporter. He suggested a focus on commercial composting.

Commissioner Brodie discussed the composting program where he grew up and stated it was possible, and he was in full support of getting it rolling. Discussion continued regarding recycling and composting. Consensus was to move forward with a composting program. Commissioner Rydell suggested modifications to the ordinance banning clothing drop-off boxes to allow for a textile drop-off at the current recycling drop-off location.

Ms. Lake reviewed Commission requests, including an additional recycling drop-off location, priority access for residents at the Butterfly Festival, road improvements and fencing to address the drop-off area at Lyons Creek Middle School, and additional Social Media and Code Enforcement staff.

Commissioner Wasserman stated Code Enforcement had been a hot topic in South Creek and asserted he did not support additional staff without additional input from the community. Discussion continued. Commissioner Rydell suggested a town hall to discuss the issue.

Mayor Welch recommended space be dedicated at the equestrian park in the Vinkemulder neighborhood for the canine handlers with a structure to keep them out of the heat. Commissioner Brodie agreed. He noted it would be good to have more people in the neighborhood. City Manager Rose advised that the park was deed restricted for passive recreation, so that use would need to be maintained, but a portion of the property could be established for canine recreation. She stated staff would bring forward a plan with the budget.

Ms. Lake stated staff was reviewing survey data and expected to present a proposal for a modest increase to Commission compensation. She explained that the priorities discussed would be assembled for Commission review and ranking. She reviewed the chart of rates and fees briefly, highlighting water and wastewater increases passed on from Broward County due to PFAS regulations. She stated an ordinance change would be proposed to accommodate the increases. Discussion continued regarding

the financial position of the Water and Wastewater Fund, ongoing monitoring of changes, and associated education. Commissioner Brodie commented that he had conversations regarding the PFAS regulations while he was in Tallahassee and there may be a disconnect between Broward County and the Florida Department of Environmental Protection, as only studies had been approved at this time. City Manager Rose provided additional clarification.

Commissioner Rydell stated he did not support a higher increase than allowed under the current ordinance based on the Broward County increase, as there was not enough time to educate residents. He asserted a robust education campaign was needed, as well as an opposition effort against Broward County's actions on the matter. Discussion continued.

Mayor Welch called for a recess at 7:45 p.m., and the meeting reconvened at 7:51 p.m.

City Manager Rose stated Utilities and Engineering Director Osama Elshami had shared that the Federal Environmental Protection Agency had required all utilities to upgrade to address the PFAS issue by 2029. She suggested a white paper to detail all of the issues to allow for an informed decision.

Deputy City Attorney Kathy Mehaffey revisited the issue of outside legal fees for opposition to the landfill expansion briefly. Consensus was to allocate \$2 million.

Commissioner Brodie asked about the demand crosswalk at Winston Park. City Manager Rose advised that the warrants were not met for a crosswalk at the location; however, the Traffic Management Team had met and identified a clear issue with line of sight for left turn movements, and Broward County was now doing an expedited review of the intersection.

Vice Mayor Railey stated she would like to do something to make Coconut Creek High School more appealing, including addressing potholes in the parking lot. Discussion ensued.

Vice Mayor Railey noted a red arrow turning into Wynmoor with timing that could be addressed and suggested a no turn on solid red sign. She asked that the budget include promotion of public transit. Mayor Welch shared her recent experience with the Tri-Rail. Discussion continued.

ADJOURNMENT

The meeting was adjourned at 8:07 p.m.

Joseph J. Kavanagh, MMC
City Clerk

Date