



**CITY OF COCONUT CREEK  
CODE ENFORCEMENT FINE REDUCTION  
RECOMMENDATION COMMITTEE HEARING MINUTES**

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

**Date: November 4, 2025  
Time: 11:30 a.m.  
Hearing No. 2025-11**

1. The meeting was called to order by Director of Sustainable Development Justin Proffitt 11:35 a.m.

2. Present upon roll call:

Deputy City Manager Scott Stoudenmire  
Director of Finance and Administrative Services Peta-Gay Lake  
Director of Sustainable Development Justin Proffitt  
Deputy City Attorney Kathryn Mehaffey

Also present: Code Compliance Supervisor Briana Capone and Senior Code Compliance Officer Luis Montano-Garcia.

Director of Sustainable Development Justin Proffitt explained that the meeting was being conducted live with a quorum physically present and explained the procedures for public participation and comment for the meeting.

3. Approval of Minutes: Hearing No. 2025-10 October 7, 2025

**Motion:** Director of Finance and Administrative Services Peta-Gay Lake made a motion to approve the Minutes from Hearing No. 2025-10. The motion was seconded by Deputy City Manager Scott Stoudenmire. Upon unanimous voice vote, the Minutes were approved without corrections.

4. Swear In:  
Senior Staff Assistant (Florida Notary Public) Reshma Heraman swore-in persons intending to provide testimony.

5. Explanation of Proceedings:  
Code Compliance Supervisor Briana Capone explained the proceedings.

**6. Cases**

<b>Citation No.</b>	<b>Property Owner/Violator (New Owner) Address Violation</b>	<b>Violation Date</b>
C23110013 Capone	Guerrier, Marc & Nadege 5540 NW 40 Terrace Coconut Creek, FL 33073 Violation Address: 5540 NW 40 Terrace Chapter 13, Section 40-a-1 Failure to complete engineering permit process: Driveway pavers	01/10/24

**FINE \$24,350**

**ADMIN. FEE \$25**

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Code Compliance Supervisor Briana Capone presented a brief timeline for case numbers C23110013 and C23110014. There was a total of 22 staff hours spent on both cases. Code Compliance Supervisor Briana Capone stated the fine for case number C23110013 accrued 487 days at \$50.00 per day with a one-time administrative fee of \$25.00 for a total fine amount of \$24,375.

C23110014	Guerrier, Marc & Nadege	01/10/24
Capone	5540 NW 40 Terrace Coconut Creek, FL 33073 Violation Address: 5540 NW 40 Terrace Chapter 13, Section 38-a Failure to complete permit process: Addition Residential	

**FINE \$21,150**

**ADMIN. FEE \$25**

Code Compliance Supervisor Briana Capone presented a brief timeline for case numbers C23110013 and C23110014. There was a total of 22 staff hours spent on both cases. Code Compliance Supervisor Briana Capone stated the fine for case number C23110014 accrued 423 days at \$50.00 per day with a one-time administrative fee of \$25.00 for a total fine amount of \$21,175.

Marc Guerrier, owner of the property, was present on behalf of case numbers C23110013 and C23110014. He stated he is currently unemployed and unable to pay the imposed Code Enforcement Fines. He is behind on his mortgage and faces an \$11,000 tax obligation for the following year and has listed the property for sale.

**Motion:** After hearing testimony regarding the subject property in case numbers C23110013 and C23110014 Deputy City Manager Scott Stoudenmire made a motion to reduce the aggregated fine of \$45,550.00 to the total amount of \$1,100 inclusive of both one-time administrative fees of \$25.00 each. The motion was seconded by Director of Finance and Administrative Services Peta-Gay Lake.

C24100114	Coconut Creek CP LLC	10/30/24
Montano-Garcia	16950 Jog Road #104 Delray Beach FL 33446 Violation Address: 6750 N State Road 7 Chapter 13, Section 38-a Failure to obtain & complete permit process: PVC Fence	

**FINE \$1,600**

**ADMIN. FEE \$25**

Senior Code Compliance Officer Luis Montano-Garcia presented a brief timeline for case numbers C24100114 and C25010053. There was a total of 19 staff hours spent on both cases. Senior Code Compliance Officer Luis Montano-Garcia stated the fine for case number C24100114 accrued for 32 days at \$50.00 per day with a one-time administrative fee of \$25.00 for a total fine amount of \$1,625.

C25010053	Coconut Creek CP LLC	01/23/25
Montano-Garcia	16950 Jog Road #104 Delray Beach FL 33446 Violation Address: 6750 N State Road 7 Chapter 13, Section 38-a Failure to obtain & complete permit process: Remediation system trailer	

**FINE \$1,600**

**ADMIN. FEE \$25**

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Senior Code Compliance Officer Luis Montano-Garcia presented a brief timeline for case numbers C24100114 and C25010053. There was a total of 19 staff hours spent on both cases. Senior Code Compliance Officer Luis Montano-Garcia stated the fine for case number C25010053 accrued for 32 days at \$50.00 per day with a one-time administrative fee of \$25.00 for total fine amount of \$1,625.

Kurtis McDonald, E.I Engineer for APTIM was present on behalf of the property owner for case numbers C24100114 and C25010053. He explained a subcontractor failed to obtain the permits as required. During the scheduling of required inspections, an oversight occurred. Mr. Kurtis McDonald, E.I., Engineer for APTIM, believed that only certain inspections were necessary and therefore did not schedule all the required inspections. Portions of the work were approved; however, the missed inspections were later identified as necessary to close the permit.

**Motion:** After hearing testimony regarding the subject property for case numbers C24100114 and C25010053 Director of Finance and Administrative Services Peta-Gay Lake made a motion to reduce aggregated fine of \$3,250.00 to the total amount of \$1,000 inclusive of both one-time administrative fees of \$25.00 each. The motion was seconded by Deputy City Manager Scott Stoudenmire.

Upon roll call, the motion passed by a 3-0 vote.

**6. ADJOURNMENT**

The meeting was adjourned by unanimous consent at: 12:03 p.m.

  
Reshma Heraman, Senior Staff Assistant

  
Date