



CITY OF COCONUT CREEK VIRTUAL CITY COMMISSION MEETING MINUTES

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

**Date: May 14, 2020
Time: 7:00 p.m.
Meeting No. 2020-0514R**

CALL TO ORDER

Mayor Sarbone called the meeting to order at 7:01 p.m.

PRESENT UPON ROLL CALL:

Mayor Lou Sarbone
Vice Mayor Joshua Rydell
Commissioner Rebecca A. Tooley
Commissioner Mikkie Belvedere
Commissioner Sandra L. Welch
City Manager Karen M. Brooks
City Attorney Terrill C. Pyburn
Deputy City Clerk Marianne Bowers

Mayor Sarbone asked all to join in the Pledge of Allegiance.

Mayor Sarbone explained that the City Commission was conducting this meeting using communications media technology pursuant to Governor Ron DeSantis' Executive Order 20-69, as extended by Executive Order 20-112, which provided that local governments may conduct meetings without the requirement to have a quorum physically present or to hold the meeting at a physical location in response to the emergency circumstances resulting from the COVID-19 pandemic.

He further explained that the Governor's Executive Order 20-52, as extended by Executive Order 20-114, and Section 252.38, Florida Statutes, authorized all local governments to waive procedures and formalities otherwise required by both state and local law as necessary to allow local governments to continue to perform public work and take whatever prudent action is necessary to ensure the health, safety, and welfare of the community. He noted that the meeting would be conducted consistent with the virtual meeting procedures adopted by the Commission on April 15, 2020. City Attorney Pyburn explained the procedures for public participation and comment for the virtual meeting.

PRESENTATION(S)

- 1. 20-054** A PROCLAMATION RECOGNIZING MAY 16, 2020, AS "NATIONAL PARKS TO KIDS DAY."

Commissioner Tooley read the proclamation into the record.

- 2. 20-124** A PROCLAMATION RECOGNIZING MAY 2020 AS "MENTAL HEALTH AWARENESS MONTH."

Commissioner Belvedere read the proclamation into the record.

INPUT FROM THE PUBLIC

Deputy City Clerk Bowers noted that there was no input from the public submitted for non-agenda items or consent agenda items.

CITY MANAGER REPORT

City Manager Brooks reported that Governor Ron DeSantis issued an Executive Order earlier in the day that expanded Phase 1 re-opening to Broward and Miami-Dade Counties effective May 18, 2020. She commented that staff was working on an employee return to work plan and that a date had not been set to re-open City Hall, as services continued to be offered online, telephonically, and by appointment. She mentioned that staff was working with the principals from Coconut Creek high schools to host a drive-thru graduation tribute for high school seniors on June 8 and 9. She commented that staff was working to develop a food assistance program through Farm Share.

CITY ATTORNEY REPORT

City Attorney Pyburn received consensus to contact the Governor's Office to request that Executive Order 20-69, as extended by Executive Order 20-112, be extended until Phase 3 re-opening to allow for meetings to continue to be held virtually through Phase 2.

COMMISSION COMMUNICATIONS

Commissioner Welch recognized Deputy City Clerk Bowers for her assistance with the May 13 Special Commission Meeting. She asked about the guidelines for the re-opening of pools during the County's Phase 1 re-opening. City Attorney Pyburn responded that communities that choose to re-open their pool facilities would be required to enforce the Phase 1 restrictions for re-opening, including sanitizing and ensuring the facilities were being used by only residents of the community. She noted that hot tubs, saunas, steam rooms, and shower facilities would remain closed during Phase 1. Commissioner Welch asked if residents should report violations of the re-opening order to the County via their hotline, and City Manager Brooks noted that the City's hotline would remain open also so residents could use either number. Commissioner Welch congratulated Assistant City Manager/Sustainable Development Sheila Rose on her upcoming promotion to Deputy City Manager and Deputy Director of Sustainable Development Scott Stoudenmire on his upcoming promotion to Director of Sustainable Development. She spoke about changes to the annual Arbor Day celebration that was postponed in April. She attended her first Metropolitan Planning Organization (MPO) and recognized Commissioner Belvedere for her service on the MPO over the years. She attended a recent virtual meeting of the Cocomar Water District and advised the board about resident concerns from the Parkwood V neighborhood, regarding canal maintenance responsibility and trees planted in the easement right-of-way. She commented that she looked forward to the upcoming presentation on the progress of the Solid Waste Working Group and Technical Advisory Committee (TAC) scheduled for the May 28 Commission meeting.

Commissioner Tooley congratulated Sheila Rose and Scott Stoudenmire on their upcoming promotions and recognized Deputy City Clerk Bowers for her work on May 13 Special Commission meeting. She spoke about the progress of the Solid Waste Working Group and TAC. She noted that Public Works Assistant Director Alex Tergis would provide an update to the Commission at the next meeting on the committee's work over the last several weeks. She announced that City of Hollywood Commissioner Traci Callari was sworn in as new Broward League of Cities (BLOC) President.

Commissioner Belvedere shared that the Wynmoor community was providing COVID-19 testing for all Wynmoor residents. She noted that Wynmoor was enforcing social distancing and face covering

guidelines and imposing fines for those not observing the guidelines. She spoke about the City's Emergency Economic Development Grant Program and was pleased that small businesses impacted by the COVID-19 pandemic could apply for assistance. She thanked the Police Department for their increased traffic enforcement. She congratulated Sheila Rose and Scott Stoudenmire on their upcoming promotions and all City staff for their efforts in responding to the pandemic.

Vice Mayor Rydell congratulated Sheila Rose and Scott Stoudenmire on their upcoming promotions. He spoke about the Farm Share program and noted that several County partners had offered their support for helping fund the program. He asked if the Commissioners wanted to implement additional restrictions to the County's Order for re-opening and stated that he was not in favor of more restrictive guidelines, but recommended highlighting the importance of continuing to use face coverings. The Commission agreed to not impose additional restrictions to the County's Order and to urge the public to wear face coverings while out in public. Vice Mayor Rydell asked staff to provide a summary of the guidelines provided in the County's Order on social media, including the wearing of face coverings while in public. He praised staff for their work on the City's Emergency Economic Development Program. He mentioned he received an email regarding the recycling of Construction & Demolition (C&D) debris. Public Works Director Jim Berkman explained that the City did not have a high percentage of C&D debris as most developers use their own haulers during construction. Vice Mayor Rydell stated if it was possible to provide for the recycling of C&D debris that would be cost neutral to the City, he would be supportive of it. Discussion ensued regarding issuing a Request for Proposals (RFP) to determine the cost of recycling C&D debris, and there was consensus for staff to prepare an RFP. He mentioned a recent news article about the City of Miramar furloughing employees and asked City Manager Brooks to comment. She explained the City's budget structure, reliance on diversified funds and strategies, and conservative financial approach to help combat emergency circumstances. She commented that the City was projecting a \$1.5 Million loss due to the pandemic, but ended last fiscal year with a cost savings and added to the fund balance. She noted it was important to be cautious moving forward in preparing for next year's budget.

Mayor Sarbone spoke about the City's prudent financial management during the recession in 2008 and expected that the same diligence would be used in managing the City's finances during the COVID-19 emergency. He congratulated Sheila Rose and Scott Stoudenmire on their upcoming promotions and commented that he was supportive of promoting from within the City for continuity of operations. He reported that he spoke with City of Margate Mayor Tommy Ruzzano at the direction of the Commission at the May 13 Special Commission meeting regarding dispatch, and Mayor Ruzzano agreed that he would call a meeting with the Margate City Commission to discuss their willingness to reconsider joining with the City of Coral Springs for dispatch services. He thanked Vice Mayor Rydell for discussing increased opportunities for recycling.

CONSENT AGENDA (Items 3-8)

Mayor Sarbone read each of the titles of the Consent Agenda items into the record.

Agenda Item 9 was pulled by Commissioner Welch and heard prior to the Regular Agenda.

3. **20-117** A MOTION APPROVING THE MINUTES FROM PREVIOUS CITY COMMISSION MEETING(S). (2020-0415SP AND 2020-0423R)

4. **20-086** A MOTION TO ACCEPT FOR FILING AS THE RECORD COPY WITH THE CITY CLERK THE COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) AND THE OTHER INDEPENDENT AUDITOR'S REPORTS FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019.

5. **RES**
 2020-109 A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE 2020 AMENDMENT TO THE INTERLOCAL AGREEMENT WITH BROWARD COUNTY RELATING TO DISTRIBUTION OF THE BROWARD COUNTY THREE CENT ADDITIONAL LOCAL OPTION GAS TAX ON MOTOR FUEL.

6. **RES**
 2020-110 A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE 2020 AMENDMENT TO THE INTERLOCAL AGREEMENT WITH BROWARD COUNTY RELATING TO DISTRIBUTION OF THE BROWARD COUNTY FIFTH CENT ADDITIONAL LOCAL OPTION GAS TAX ON MOTOR FUEL FOR TRANSIT.

7. **RES**
 2020-113 A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE ATTACHED AND ALL FUTURE AGREEMENTS WITH THE STATE OF FLORIDA, DIVISION OF EMERGENCY MANAGEMENT (FDEM) FOR THE REIMBURSEMENT OF EXPENDITURES INCURRED AS A RESULT OF HURRICANE DORIAN.

8. **RES**
 2020-112 A RESOLUTION SUPPORTING THE CITY’S APPLICATION FOR TRANSPORTATION SURTAX FUNDING FOR THE COMPREHENSIVE STREET IMPROVEMENT PROJECT PHASE II REHABILITATION AND MAINTENANCE PROJECT.

MOTION: Rydell/Belvedere – To approve Consent Agenda Item Nos. 3 through 8.

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

The following item was pulled from the Consent Agenda for discussion:

Utilities and Engineering

9. **RES**
 2020-114 A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES BY CPH, INC. TO DESIGN THE WATER, WASTEWATER SYSTEMS AND ROADWAY IMPROVEMENTS ON VINKEMULDER ROAD, NW 43 STREET, AND NW 39 AVENUE; AND TO PROVIDE CONSTRUCTION AND INSPECTION SERVICES PURSUANT TO RFQ NO. 11-07-19-11.

Mayor Sarbone read the Resolution into the record.

MOTION: Tooley/Rydell – To approve Resolution No. 2020-114.

Utilities and Engineering Director Osama Elshami presented the item. He explained that moving forward with the project design would ensure that it was shovel ready should the City be able to obtain grant funding for construction. Discussion ensued.

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

REGULAR AGENDA

Fire Rescue Administration

10. **RES 2020-048** A RESOLUTION RESCINDING RESOLUTION NO. 2020-004 AND THE INTERLOCAL AGREEMENT WITH THE CITY OF CORAL SPRINGS DATED JANUARY 23, 2020; AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE ATTACHED INTERLOCAL AGREEMENT IN ITS PLACE PROVIDING FOR THE DELIVERY OF 911 DISPATCH COMMUNICATION SERVICES.

Mayor Sarbone read the Resolution title into the record.

MOTION: Tooley/Welch – To approve Resolution No. 2020-048.

City Manager Brooks presented the item noting the amended agreement included an adjusted implementation timeline to account for the removal of the City of Margate. Discussion ensued regarding the capacity of the City of Coral Springs dispatch and technology used to locate callers.

Deputy City Clerk Bowers advised that there were no public comments submitted for the item.

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

Sustainable Development

11. **RES 2020-115** A RESOLUTION AUTHORIZING THE 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 2017-2018, 2018-2019, 2019-2020, 2020-2021, AND 2021-2022.

Mayor Sarbone read the Resolution title into the record.

MOTION: Belvedere/Welch – To approve Resolution No. 2020-115.

Assistant City Manager/Sustainable Development Director Sheila Rose presented the item and noted that the City was transitioning from a consultant to Broward County for the administration of its housing programs. Ms. Rose clarified that Americans with Disabilities Act (ADA) accessibility improvements to residential units would continue to be available through the City's umbrella of housing programs.

Deputy City Clerk Bowers advised that there were no public comments submitted for the item.

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

12. **RES 2020-116** A RESOLUTION ADOPTING THE AMENDED BROWARD COUNTY, CITY OF COCONUT CREEK, CITY OF MARGATE, AND CITY OF WESTON FISCAL YEAR (FY) 2016-2017, 2017-2018, 2018-2019 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 AMENDED LHAP TO THE FLORIDA HOUSING FINANCE

CORPORATION, IN ACCORDANCE WITH SHIP PROGRAM
REQUIREMENTS. (PUBLIC HEARING)

Mayor Sarbone read the Resolution title into the record.

MOTION: Rydell/Tooley – To approve Resolution No. 2020-116.

Assistant City Manager/Sustainable Development Director Sheila Rose presented the item.

Mayor Sarbone opened the public hearing. Deputy City Clerk Bowers advised that there were no public comments submitted for the item, and the public hearing was closed.

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

13. **RES 2020-117** A RESOLUTION ADOPTING THE AMENDED BROWARD COUNTY, CITY OF COCONUT CREEK, CITY OF MARGATE, AND CITY OF WESTON FISCAL YEARS (FY) 2019-2020, 2020-2021, 2021-2022 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 AMENDED LHAP TO THE FLORIDA HOUSING FINANCE CORPORATION, IN ACCORDANCE WITH SHIP PROGRAM REQUIREMENTS. (PUBLIC HEARING)

Mayor Sarbone read the Resolution title into the record.

MOTION: Rydell/Tooley – To approve Resolution No. 2020-117.

Deputy Director of Sustainable Development, Scott Stoudenmire, presented the item.

Mayor Sarbone opened the public hearing. Deputy City Clerk Bowers advised that there were no public comments submitted for the item, and the public hearing was closed.

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

City Manager

14. **RES 2020-118** A RESOLUTION AUTHORIZING THE USE OF ECONOMIC DEVELOPMENT FUNDS IN THE AMOUNT OF \$250,000 FOR AN EMERGENCY ECONOMIC DEVELOPMENT INCENTIVE GRANT PROGRAM RELATED TO THE COVID-19 EMERGENCY TO AID THE CITY'S LOCAL BUSINESS COMMUNITY; AND ADOPTING EMERGENCY ECONOMIC DEVELOPMENT INCENTIVE GRANT PROGRAM GUIDELINES.

Mayor Sarbone read the Resolution title into the record.

MOTION: Tooley/Welch – To approve Resolution No. 2020-118.

Assistant City Manager/Sustainable Development Director Sheila Rose presented the item, explaining that the program provided two cycles of grant assistance to businesses located within

the City and that staff received 46 applications for assistance to date. Vice Mayor Rydell requested that additional funds be provided for the program with funding from canceled Parks and Recreation programming. City Manager Brooks noted that additional funding had been added from Parks and Recreation funds to procure the assistance of the Regional Chamber of Commerce in administering the program. There was direction for staff to have an agenda item on the May 28 Commission Meeting to discuss additional funding for the program.

Deputy City Clerk Bowers advised that there were no public comments submitted for the item.

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

City Attorney

15. **ORD 2020-015** AN ORDINANCE PROPOSING AMENDMENTS TO THE CITY CHARTER AS SUBMITTED BY THE 2020 CHARTER REVIEW BOARD AND ADOPTED BY THEM ON APRIL 28, 2020; PROVIDING THAT A MAJORITY OF ELECTORS VOTING IN THE NOVEMBER 3, 2020, GENERAL ELECTION APPROVE SUCH CHANGES. (FIRST READING)

City Attorney Pyburn read the Ordinance title into the record.

MOTION: Tooley/Welch – To approve Ordinance No. 2020-015 on first reading.

City Attorney Pyburn presented the item, noting that the 2020 Charter Review Board voted over the course of 11 meetings to approve 30 changes to the City's Charter consolidated into 18 ballot questions to be voted on at the next General Election being held on November 3, 2020. The City Commission thanked the Charter Review Board for their commitment and work in reviewing the Charter.

Deputy City Clerk Bowers advised that there were no public comments submitted for the item.

Upon roll call, the Ordinance passed on first reading by a 5-0 vote.

City Commission

16. **20-123** A MOTION TO APPOINT A DIRECTOR, ALTERNATE, AND SECOND ALTERNATE TO ATTEND AND VOTE AT ANY 2020-2021 BROWARD LEAGUE OF CITIES BOARD OF DIRECTORS OR GENERAL MEMBERSHIP MEETINGS.

Mayor Sarbone read the Motion into the record. Commissioner Belvedere made a motion to hear the item, seconded by Commissioner Tooley. Mayor Sarbone opened the floor for nominations.

Commissioner Belvedere nominated Commissioner Tooley as the Director, seconded by Commissioner Welch.

Commissioner Rydell nominated Commissioner Welch as the Alternate, seconded by Commissioner Tooley.

Commissioner Welch nominated Commissioner Belvedere as the Second Alternate, seconded by Commissioner Rydell.

MOTION: Belvedere/Rydell – To approve the Motion appointing Commissioner Tooley as Director, Commissioner Welch as Alternate, and Commissioner Belvedere as Second Alternate to attend and vote at any 2020-2021 Broward League of Cities Board of Directors or general membership meetings.

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

ADJOURNMENT

The meeting was adjourned at 9:04 p.m.

Transcribed by: Marianne Bowers

Leslie Wallace May, MMC
City Clerk

Date