



CITY OF COCONUT CREEK CITY COMMISSION MINUTES

Government Center
4800 W. Copans Road
Coconut Creek, Florida

Date: October 23, 2025
Time: 7:00 p.m.
Meeting No. 2025-1023R

CALL TO ORDER

Mayor Jacqueline Railey called the meeting to order at 7:03 p.m.

PRESENT UPON ROLL CALL:

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

Mayor Railey asked all to rise for the Pledge of Allegiance led by the Young Marines.

City Attorney Pyburn noted that the meeting was being conducted live with a quorum physically present and explained the procedures for the meeting.

PRESENTATION(S)

Agenda Item 1 was heard following Agenda Item 4.

1. **25-180** A SWEARING-IN CEREMONY FOR NEW POLICE OFFICER VINCENT ANTHONY CARDARELLI.

Chief of Police Fred Hofer introduced Police Officer Vincent Anthony Cardarelli, providing a brief overview of his background. City Clerk Kavanagh administered the Oath of Office, followed by the badge pinning ceremony.

2. **25-184** A PROCLAMATION RECOGNIZING OCTOBER 2025 AS "COMMUNITY PLANNING MONTH."

Commissioner Welch read the proclamation into the record and presented it to the members of the Sustainable Development Department Planning Staff and the Planning and Zoning Board.

3. **25-185** A PROCLAMATION RECOGNIZING OCTOBER 23-31, 2025, AS "RED RIBBON WEEK."

Commissioner Brodie read the proclamation into the record and presented it to Young Marines David Gonzales and Timothy Willis.

4. 25-105 A PROCLAMATION RECOGNIZING OCTOBER 23, 2025, AS “COCONUT CREEK PUBLIC SAFETY DAY.”

Commissioner Rydell read the proclamation into the record and presented it to Chief of Police Fred Hofer and Deputy Chief of Police Henry Cabrera, as well as current and retired members of the Police Department, who served as the original public safety officers.

INPUT FROM THE PUBLIC

Tammy Lettieri, 3302 Carambola Circle South, Coconut Creek, spoke regarding Broward County’s plans for municipal waste and the impact on Coconut Creek. She highlighted plans to build a sludge dryer to dry sewage for the creation of fertilizer and asserted the material would be full of contaminants and chemicals. She discussed transportation of methane to the location from the landfill and stated there was risk of explosion and issues with trucks. She asserted the County was picking on Coconut Creek and stated she hoped there would be pushback on the plan. She stated the behavioral change called for in the Broward County Master Plan needed to start with the County Commissioners, as their facilities were inadequate.

Ron Shamai, 4562 San Mellina Drive, Coconut Creek, shared a story about his son’s ninth birthday party and the inclusion of children from SOS Children’s Village. He stated the children of the village should be involved in Parks and Recreation programming but needed transportation. He advised that people were interested in helping, but noted the effort needed to be organized. Continuing, he highlighted a program created a year ago to give volunteer coaches a \$50 discount on their child’s registration fee and stated since implementation, the price had been raised.

Michael Guardino, 3956 NW 56 Street, Coconut Creek, stated that he was the director of a local not-for-profit soccer club and Chair of the Parks and Recreation Advisory Board. He commented that upgrades were needed in the City’s sports programs and shared his experience with field usage and maintenance. He asserted the fields should be primarily for Coconut Creek youth, and programs should be developing those young people. He stated significantly more revenue was available from creating a soccer program than from renting the fields and asked the Commission to consider how the athletic fields should be utilized. City Manager Rose advised that a consultant had been brought in to analyze the sports fields, specifically because of concerns raised related to soccer. She stated the expectation was that a workshop would be scheduled for Commission input and noted that staff recognized that policies were needed.

CONSENT AGENDA (*Items 5, 6, and 7*)

Agenda Item 7 was pulled from the Consent Agenda by Commissioner Rydell and heard before the Regular Agenda.

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

5. 25-183 A MOTION APPROVING THE MINUTES FROM PREVIOUS CITY COMMISSION MEETING(S). (2025-0925SP AND 2025-0925R)

6. RES 2025-147 A RESOLUTION AUTHORIZING AN AGREEMENT WITH EACH OF THE FOLLOWING TEN (10) SHORT-LISTED FIRMS FOR GENERAL PROFESSIONAL ENGINEERING SERVICES PURSUANT TO RFQ NO. 07-09-25-11: (1) CALVIN, GIORDANO & ASSOCIATES, INC.; (2) CARNAHAN, PROCTOR AND CROSS, INC.; (3) CRAVEN THOMPSON & ASSOCIATES,

INC.; (4) CHEN MOORE AND ASSOCIATES; (5) FLYNN ENGINEERING SERVICES, P.A.; (6) H2M ARCHITECTS & ENGINEERS, INC.; (7) KEITH AND ASSOCIATES, INC.; (8) KIMLEY-HORN AND ASSOCIATES, INC.; (9) R.J. BEHAR & COMPANY, INC.; AND (10) SUN-TECH ENGINEERING, INC.

MOTION: Welch/Brodie – To approve Consent Agenda Items 5 and 6.

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

Public Works Department

7. **RES** A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO
 2025-158 EXECUTE THE FIFTH AMENDMENT TO THE INTERLOCAL AGREEMENT
 WITH BROWARD COUNTY FOR COMMUNITY SHUTTLE SERVICE.

Commissioner Rydell moved the item for discussion, seconded by Commissioner Welch.

Commissioner Rydell acknowledged there had been several previous extensions to the agreement and asked for the reason this extension was for two (2) years as opposed to one (1) year. Public Works Director Harry Mautte explained that Broward County had initiated the change to two (2) years. He stated he believed the change was related to the route study to be conducted to make routes more productive. Commissioner Rydell asked City Attorney Pyburn whether there would be an issue amending the contract to one (1) year. City Attorney Pyburn stated it was a Broward County form agreement, so the County may have an issue with modifying the terms. Commissioner Rydell noted other cities had made an investment in micro-transit and Coconut Creek had not, but there may be opportunities to make modifications over the next two (2) years. City Attorney Pyburn advised there may be an opportunity to terminate the agreement early. Discussion ensued briefly regarding early termination of the agreement and utilization of surtax funds for shuttle services and micro-transit.

Commissioner Brodie asked if the funds for the community shuttle service had increased year over year. Mr. Mautte stated the funds had decreased. He explained the City's costs and hours the shuttles were on the road were reviewed to determine the rate. He noted the agreement called for reimbursement but did not set the amount. Discussion continued regarding the benefits of micro-transit, other alternative modes of transit, and County reimbursement.

Commissioner Rydell reiterated his interest in pursuing a one (1) year agreement, highlighting alternative programs in other cities which received County funds. City Manager Rose suggested the item be tabled to the next meeting to allow staff to review alternatives.

Vice Mayor Wasserman asked if the City was losing money providing the community shuttle service to residents. Mr. Mautte stated they were not. Discussion ensued regarding tabling the item to the next meeting to gather additional information.

MOTION: Welch/Wasserman – To table Resolution No. 2025-158.

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

REGULAR AGENDA

Public Works Department

8. **ORD 2025-051** AN ORDINANCE AUTHORIZING THE MAYOR, OR DESIGNEE, TO EXECUTE THE FOURTH AMENDMENT TO THE LEASE AGREEMENT WITH T-MOBILE SOUTH, LLC, WHICH PROVIDES FOR THE CONTINUED LEASING OF CITY LAND FOR A COMMUNICATIONS TOWER AND A MODIFICATION TO THE EQUIPMENT ON THE TOWER, EXPANSION OF THE GROUND LEASE, AND REPLACEMENT OF EQUIPMENT ON THE GROUND. (FIRST READING)

City Attorney Pyburn read the Ordinance title into the record.

MOTION: Brodie/Rydell – To approve Ordinance No. 2025-051 on first reading.

Vice Mayor Wasserman recused himself from the item due to his employment relationship with T-Mobile.

There were no questions on the item.

Upon roll call, the Ordinance passed on first reading by a 4-0 vote, with Vice Mayor Wasserman abstaining, a copy of which Form 8B is attached hereto.

Police Department

9. **ORD 2025-049** AN ORDINANCE AMENDING THE CITY'S CODE OF ORDINANCES, BY AMENDING CHAPTER 2, "ADMINISTRATION," ARTICLE III, "DEPARTMENTS," DIVISION 2, "POLICE DEPARTMENT," SECTION 2-57, "USE OF OFF-DUTY POLICE OFFICERS OR POLICE SERVICE AIDES FOR UNOFFICIAL FUNCTIONS," TO UPDATE FEES FOR THE USE OF OFF-DUTY POLICE OFFICERS AND POLICE SERVICE AIDES. (SECOND READING)(PUBLIC HEARING)

City Attorney Pyburn read the Ordinance title into the record.

MOTION: Welch/Wasserman – To adopt Ordinance No. 2025-049.

Public Safety Legal Advisor Jeannette Camacho presented the item, noting that due to the newly-ratified bargaining agreements, hourly police detail rates were increasing by \$10 and requested the effective date be amended to November 2, 2025, to allow for administrative implementation.

AMENDMENT: Rydell/Welch – To amend Ordinance No. 2025-049 to reflect an effective date of November 2, 2025.

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

Upon roll call, the Ordinance, as amended, passed by a 5-0 vote.

Finance and Administrative Services

10. **RES 2025-161** A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE AN AGREEMENT WITH REDEVELOPMENT MANAGEMENT ASSOCIATES, LLC TO PREPARE A COMPREHENSIVE SET OF ECONOMIC DEVELOPMENT AND REDEVELOPMENT STRATEGIES, ALONG WITH AN ASSOCIATED LONG-TERM FINANCIAL ANALYSIS PURSUANT TO RFP NO. 06-18-25-11.

Mayor Railey read the Resolution title into the record.

MOTION: Welch/Rydell – To approve Resolution No. 2025-161.

Finance and Administrative Services Director Peta-Gay Lake presented the item, explaining the agreement would provide for a comprehensive set of economic development and redevelopment strategies, along with an associated long-term financial analysis. She stated the initiative would provide a clear, data-driven road map to guide future growth, attract quality investment, and strategically revitalize underutilized areas, all while aligning with Vision 2030 goals. She discussed the phased scope of work and advised the total investment was approximately \$127,000, which was within the budget for the project. She reviewed the competitive Request for Proposal process, which included seven (7) proposals. She stated the project would take six (6) to eight (8) months and include outreach to stakeholders.

Vice Mayor Wasserman asked how the plan would affect the City's existing small businesses. Chris Brown, Principal, Redevelopment Management Associates, LLC, responded, discussing his extensive experience with small business and the value small businesses contribute to the local economy. Vice Mayor Wasserman stated he wanted to make sure the City was goal-oriented on maintaining, growing, and attracting small businesses in the City.

Commissioner Brodie commented that he loved the energy from the consultant. He stated this was important, and the City was changing. He highlighted the need for guidance and strategic planning in moving forward with redevelopment and stated it went hand in hand with a shift to an elected Mayor.

Commissioner Rydell asked for clarification on the company's relationship with Pompano Beach. Mr. Brown advised they had a contract with both the City and the Community Redevelopment Agency (CRA) to provide parking consulting services and business recruitment. He stated they received a fixed fee from each. Commissioner Rydell stated he had spoken with elected officials from Pompano Beach, and they were very happy with the services provided by Redevelopment Management Associates. He commented that he believed this project was well needed and the company was well versed in the area.

Commissioner Welch inquired as to whether Mr. Brown would be the person implementing the strategy. Mr. Brown stated the company's Economic Development Director Lynn Dellinger would take the lead, but he would be involved, as well. Commissioner Welch noted she was very interested in the Oakland Park project, particularly in developing the culinary arts. Mr. Brown shared a story about attracting the Funky Buddha Brewery to the Oakland Park community. Commissioner Welch stated the transformation was night and day and stated she looked forward to the results in Coconut Creek. She noted once the consultant's work was done, the City's work would start.

Mayor Railey commented that this plan was necessary for smart growth for the City. She stated the firm's past projects and credentials were impressive.

There were no questions or comments from the public on the item.

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

Utilities and Engineering

11. **RES** A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE FIRST
 2025-153 AMENDMENT TO THE INTERLOCAL AGREEMENT WITH BROWARD COUNTY
 FOR THE PURPOSE OF CONSTRUCTING SIDEWALK IMPROVEMENTS
 WITHIN THE SAMPLE ROAD RIGHT-OF-WAY (STATE ROAD 834),
 ASSOCIATED WITH THE SURTAX-FUNDED MUNICIPAL TRANSPORTATION
 PROJECT KNOWN AS SAMPLE ROAD IMPROVEMENTS (COCO-016).

Mayor Railey read the Resolution title into the record.

MOTION: Rydell/Brodie – To adopt Resolution No. 2025-153.

Commissioner Rydell asked whether he understood correctly that the City was getting \$2.4 million for sidewalk improvements and the residents were not paying for it. Utilities and Engineering Director Osama Elshami confirmed. Mr. Elshami stated the amendment to the Interlocal Agreement with Broward County provided for installation of a multi-use path on the south side of Sample Road from Lyons Road to the entrance of Tradewinds Park. He noted the City's success in leveraging surtax dollars for roadway projects due to the strong knowledge of staff and the cooperation between all departments and the assistance of City Manager Rose. He stated as previously referenced, the surtax funding represented \$2.4 million, and the total project was \$2.7 million, which included the completed design services for \$300,000.

Commissioner Welch commented that the only thing better was if the project was also being duplicated on the north side of the road. She noted the residents of the Township heavily utilized the area and use would increase with the improvements.

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

CITY MANAGER REPORT

City Manager Rose shared that she and Finance and Administrative Services Director Peta-Gay Lake would be attending the International City Manager Association Conference in Tampa from Sunday to Wednesday. She provided a brief update on the status of the fire station design, advising that a kickoff meeting had been held on October 14, where the Public Works team worked with a volunteer team from the Fire Rescue Department to address any programming items. She stated a meeting had been set for every Tuesday afternoon to work through remaining items. She advised that Letters of Interest for the Construction Manager at Risk were advertised on October 19, due on November 18, and a recommendation for an award was anticipated in January 2026. Continuing, City Manager Rose advised that she had emailed the Commission a proposal for upgrades to the Butterfly Festival, including a \$20 fee for non-residents to ride the rides and the addition of a cooking demonstration. She stated she had been working with the City Attorney's office on a sponsorship package to provide a more streamlined process for sponsorship of City events.

CITY ATTORNEY REPORT

City Attorney Pyburn thanked the Commission for their continued support of her office discussed earlier in the evening during the workshop. She mentioned that responsive pleadings were expected to be filed the following week in the lawsuit filed by the City against Florida's Turnpike. She provided an update on the recently-discussed e-bike ordinance and stated it was most likely the recommendation to move forward with rules regarding e-bikes instead of an ordinance. She noted she would keep the Commission updated on both items.

COMMISSION COMMUNICATIONS

Commissioner Rydell stated he had met with the consultant for the Parks and Recreation analysis and suggested that a global discussion was needed. He advised that he was disappointed and found the scope of work the consultant was engaged to do to be lacking. He highlighted a recent presentation to middle school students regarding bullying, cybercrimes, catfishing, and related items that kids needed to hear and stated he would like to see a platform where students could receive community service hours for watching a two (2) hour video. He noted this also needed to be promoted to parents.

Commissioner Welch shared that she had been approached by a principal about help to address vaping, as it was leading to a large number of incidents, and stated she had asked staff to look at developing a presentation strictly on this topic. She agreed with Commissioner Rydell's assessment of the conversation with the Parks and Recreation consultant and wanted to discuss it at a workshop. She spoke about local efforts from the Sprouts Grocery Store and noted the importance of supporting businesses that give back.

Commissioner Brodie commented that his biggest concern with his conversation with the consultant was that it was focused on maximizing revenue. He stated he didn't care about making money on the fields, but rather providing residents access to the fields. He asserted the consultant was missing the mark. He shared that he would be having surgery and would be out for about five (5) days and thanked everyone for their support.

Vice Mayor Wasserman stated he was glad that Mr. Brown with Redevelopment Management Associates, LLC, was present and that he had addressed small businesses. He noted he had attended a ribbon cutting recently and wanted to help tell people about new businesses in the community. He referenced the recommendations regarding the Butterfly Festival and stated he did not agree with \$20 for non-residents. He stated \$10 would be more fair and asserted this did not provide priority for residents. City Manager Rose explained the thinking behind the fee. Vice Mayor Wasserman advised that he also had concerns after his conversation with the Parks and Recreation consultant and had questioned the objective. He stated people talk about how kids do not go outside anymore, but parks are locked. Discussion continued regarding park staffing, policies, and renting fields. City Manager Rose stated the intention of the one-on-one meetings with the consultant was to gather the thoughts of the Commissioners and advised that the consultant was open to expansion of the scope.

Mayor Railey agreed the residents and kids should take priority on the fields but added that she did not find it was fair to the young adults and adults because the parks were for everyone in the City. Discussion continued. Mayor Railey shared that over the past two (2) days the City had hosted students from Lyons Creek Middle School, Atlantic Technical College, Coconut Creek High School, Monarch High School, and Dave Thomas Education Center for Florida City Week, and staff had done an excellent job of presenting career choices and explaining their jobs. She noted there had been a Mayors Breakfast the previous week hosted by the Realtors Association, and it was a great experience. She sought and received consensus to attend the National League of Cities in Salt Lake City, Utah in November 2026. She advised that Junior Achievement held an Impact Breakfast, and it was well received.

ADJOURNMENT

The meeting was adjourned at 8:56 p.m.

Joseph J. Kavanagh, MMC
City Clerk

Date