



## **CITY OF COCONUT CREEK CITY COMMISSION WORKSHOP MINUTES**

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

**Date: February 13, 2025  
Time: 5:30 p.m.  
Meeting No. 2025-0213WS**

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### **CALL TO ORDER**

Mayor Sandra L. Welch called the meeting to order at 5:31 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  
City Attorney Terrill C. Pyburn  
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. She explained that the meeting materials were available on the City's website and the meeting was being broadcast live.

### **DISCUSSION – MAINSTREET PROJECT**

City Manager Rose briefly introduced Sustainable Development Director Justin Proffitt, Finance and Administrative Services Director Peta-Gay Lake, and Consultant Steven McDonald. She explained that the purpose of the Workshop was to talk through a package of investments and policy issues related to the development of the MainStreet project. She stated staff had been working diligently with the developers on site plans, infrastructure plans, and other plans for the entire project, and there were a tremendous number of complexities due to the scale of the project. She outlined a potential partnership between the City and the MainStreet development team and advised that consensus would be sought on a number of areas during the meeting, then the agreements and applications would be back before the Commission at a later date for final votes. City Manager Rose provided a mapping of the various agreements, starting with the Community Development District (CDD) application, as it would impact the developer agreement and other actions.

Finance and Administrative Services Director Peta-Gay Lake stated that while the developer submitted a fiscal and economic analysis, the City conducted its own review, revealing notable differences. To ensure a more thorough and objective assessment, an independent economist was engaged to perform a comprehensive third-party analysis, focusing on the net fiscal benefit to the City and supporting more informed decision-making. She introduced Steven McDonald, Chief Economist, Raftelis, who provided a brief background of his experience. He reviewed the financial analysis, including methodologies utilized, projected financial benefits, as well as anticipated service demands and costs. Ms. Lake discussed the potential risks and unforeseen impacts of the projections and analysis.

City Manager Rose sought consensus of the Commission to process a CDD application for the

MainStreet area. She advised there had been an educational session for the Commission on CDDs on February 22, 2024, with the assistance of attorney Ginger Wald and noted there were pros and cons to the structure. Sustainable Development Director Justin Proffitt provided a brief overview of the CDD application. He stated it would include a timeline for construction of all proposed public and private improvements, total estimated costs of all improvements, and a list of infrastructure improvements. Commissioner Wasserman commented that it was important to educate residents on what they were investing in and what it would do for them. Vice Mayor Railey agreed education would be important. She asked if a CDD was tax-deductible. Attorney Ginger Wald, Billing, Cochran, Lyles, Mauro, and Ramsey, P.A., stated there would be special assessments, but she would need to research the question further. Mayor Welch stated she was reluctant to the concept of a CDD early on, but the commitment to long-term maintenance in the City and the other benefits to future residents presented an opportunity.

Consensus was to proceed with accepting and processing the CDD application.

City Manager Rose sought consensus of the Commission to include the Village Green property within the boundaries of the CDD and collaborate with the developer to complete the construction on the City's behalf. She stated the park dedication was an obligation of the developer, but the actual development of the park was a City obligation. She also sought consensus of the Commission to include the parking structure property within the boundaries of the CDD and collaborate with the developer to complete the construction on the City's behalf. She advised the direction to staff would be to complete a detailed criteria package for the parking garage, negotiating with the developer, and then reviewing the agreement with Commission to ensure it was consistent with their vision before moving forward. Commissioner Rydell stated this was a necessary part of the project to benefit residents City-wide. Mayor Welch commented that she liked that staff would be creating the criteria package so that the City's standards were met. She noted the public space was part of the project everyone had been lauding and applauding. City Manager Rose clarified that the intention was to pay the developer back through an Interlocal Agreement, not through CDD assessments.

Consensus was to move forward with adding both the Village Green and the parking structure property to the CDD.

City Manager Rose sought consensus of the Commission to negotiate a cost-share agreement with the developer and to enter into a surtax project-specific Interlocal Agreement for Cullum Road that obligates the City to upfront the funding for the project in 2026 and establishes the CDD as the responsible entity for construction. She noted the City was fortunate to be awarded Broward County Transportation Surtax funds for the 2028 budget cycle for the Cullum Road project. Commissioner Wasserman asked if there was a potential that funds would not be reimbursed by the County in 2028. City Manager Rose stated that the reimbursement details would be clarified in the Interlocal Agreement. She stated there was a process provided for and the City would not enter into an agreement without a mechanism for reimbursement. Vice Mayor Railey inquired as to whether there was a cap on the surtax reimbursement. City Manager Rose stated the exception was that the cap would be in the amount of the grant from Broward County, which was \$6.71 million. She noted there was some opportunity for negotiating a larger amount. Commissioner Rydell asked for clarification on how the expenditure would be logged for the purposes of the budget cycle. Ms. Lake explained it would be accounted for as a receivable account.

Consensus was to proceed with negotiation of a cost-share agreement and Interlocal Agreement related to the Cullum Road project as proposed.

City Manager Rose sought consensus of the Commission to proceed with finalizing a land swap agreement that acknowledged the mutual benefit of the creation of the civic node that was cost neutral to both parties. Mr. Proffitt discussed the mechanism for the land swap, appraisals, and process of exchanging parcels to realize the goals of both parties. Vice Mayor Railey stated from the beginning she

wanted to support a new Police and Fire Station in MainStreet. She asked if there was a possibility of a substation for the Police Department in the area. City Manager Rose responded that staff would investigate. Commissioner Rydell commented that while the City's property may have more square footage, the developer had a better position, so a wash seemed logical. Mayor Welch agreed that the developer's property was extremely valuable because of the frontage. She asked for clarification on the map provided which City Manager Rose provided.

Consensus was to proceed with finalizing a land swap agreement.

City Manager Rose sought consensus of the Commission to participate in the conversion of overhead utilities to underground along Lyons Road within the overall MainStreet project area through the use of Underground Utility Trust Fund dollars. Commissioner Rydell asked about the current balance in the Underground Utility Trust Fund. Ms. Lake stated there was approximately \$1.2 million. City Manager Rose provided details on the projects. Commissioner Wasserman asked if there were utility lines above ground on the west side of Lyons Road south of Sample Road. Utilities and Engineering Director Osama Elshami stated there were both distribution and transmission lines. Commissioner Wasserman asked if there were plans to underground those utilities. He stated he had an issue with providing consensus on this issue when there were current residents without underground lines. City Manager Rose stated she would confirm whether there was the ability to convert any of those lines. Mr. Elshami added that Florida Power and Light (FPL) would be less amenable to moving underground in this area because the lines had also been hardened, so it would be for aesthetics and not for resiliency. Commissioner Wasserman asked if the Underground Utility Trust Fund could be used for this purpose down the road. City Attorney Pyburn advised the trust fund was generally funded by new development and was supposed to be used for new development. She stated that under the Planned MainStreet Development District (PMDD), the MainStreet project area required that everything be underground. She advised that the staff proposal was consistent with that vision.

Consensus was to participate in the undergrounding of utilities within the MainStreet project area, utilizing Underground Utility Trust Fund dollars.

City Manager Rose sought consensus of the Commission to proceed with a financial incentive package related to workforce housing, which would be formally established as part of the Development Agreement. She explained the proposal was to implement a First Time Homebuyer Down Payment Assistance program funded through linkage fees, as well as providing for deed restricted Workforce Housing rental units by buying down the cost of units. Commissioner Wasserman stated he was very happy with moving forward with this assistance. He commented that MainStreet had been promoted as a place to live, work, and play, and a housing program could encourage teachers, first responders, and others to be part of this. He asserted people who already own a house should not be limited. City Manager Rose advised there was some flexibility in the definition of first-time homebuyer, but the trust fund deposits did specify the use. She noted there was more flexibility in development of the rental program. Commissioner Wasserman asked that staff conduct additional research on opportunities. Commissioner Brodie added that there should be a conversation about a cap on the number of units the City would assist with. City Manager Rose explained there would be income qualifications. Commissioner Rydell stated that he would like to see Coconut Creek residents moved to the top of the list if that was a way the program could be developed. Vice Mayor Railey asked if there was a unit count on the Workforce Housing. City Manager Rose stated the number of units in Block 10 was not yet set, but a fifteen percent (15%) cap was utilized in the calculations. Mayor Welch stated this step toward affordability was what everyone had been striving for.

Consensus was to proceed with a financial incentive package related to workforce housing.

City Manager Rose reviewed next steps. She stated all of the agreements would be brought back before

the Commission for final consideration and approval and thanked staff for their assistance in addressing the complex topics.

Commissioner Rydell asked Mr. McDonald for additional details on his background and municipalities that he had worked with. Mr. McDonald provided his educational background and noted that he conducted over one hundred (100) fiscal impact analysis' and approximately twenty-four (24) CDD assessments. Commissioner Rydell commented that the City needed a fact-specific expert, as the developer was utilizing.

Commissioner Brodie asked Mr. McDonald if he had ever recommended against the creation of a CDD. Mr. McDonald provided additional background, noting the impact of Save Our Homes and other legislative protections to protect existing residents from the burden of development. He stated that the financial analysis typically supports the creation of a CDD. Discussion continued.

Commissioner Wasserman commented that the increased revenue generated by this project would help the City to do more, and stated it was important to recognize this as City funds go toward the MainStreet area. He stated that he did not believe the Commission could continue to offer additional incentives after this proposed package. City Manager Rose advised this was presented as a package and this was made clear to the developer.

## **ADJOURNMENT**

The meeting was adjourned at 6:47 p.m.

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Joseph J. Kavanagh, MMC  
City Clerk

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Date