



## CITY OF COCONUT CREEK CITY COMMISSION WORKSHOP MINUTES

Government Center  
4800 W. Copans Road  
Coconut Creek, Florida

Date: August 7, 2023  
Time: 11:00 a.m.  
Meeting No. 2023-0807WS

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### CALL TO ORDER

Mayor Joshua Rydell called the meeting to order at 11:07 a.m.

### PRESENT UPON ROLL CALL:

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

City Manager Karen Brooks provided a brief introduction regarding the proposed Fiscal Year 2024 (FY24) Budget. She briefly discussed the challenges in compiling the budget in the current environment and acknowledged the City's competing goals and priorities. She noted there were areas of the budget where staff had made recommendations, but decisions would be necessary. She commended staff for their efforts in developing the working plan for the next year and the associated budget.

### DISCUSSION – FISCAL YEAR 2024 BUDGET AND FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Budget and Grants Manager Kisha Holland began a *PowerPoint* presentation and provided an overview of the agenda. She explained the Commission was being presented with a budget that was balanced, supported maintenance and replacement of City infrastructure, and continued to support superior programs and services. She summarized the budget foundations, which included guidance from the City Commission, resident feedback, and the Vision 2030 Strategic Plan. Ms. Holland discussed implementation of Vision 2030. She noted that she and Assistant to the City Manager Bernadette Hughes had presented at the Florida Government Finance Officers Association (FGFOA) conference, regarding the City's strategic planning initiatives and received extensive positive feedback.

Continuing, Ms. Holland reviewed the budget preparation process, including ongoing evaluation of needs and resources. She noted the budget public hearings were set for September 14 and September 28 at 6 p.m. She discussed challenges faced in the FY24 Budget process, including department requests, competing needs, Capital Improvement Projects (CIP), increased costs due to inflation, and legislative mandates.

### Financial Highlights

Ms. Holland noted that the proposed FY24 operating budget expenditures totaled \$189,155,450, which included a proposed investment of \$16,986,510 in capital improvements throughout the City, a proposed increase in staff from 506.75 to 509.75 full time employees, \$1,264,380 in proposed programming modifications, and \$527,430 in proposed capital outlay.

## Proposed Payroll Adjustments

Ms. Holland reviewed the proposed cost of living adjustments (COLA) included in the budget, as follows:

- Four percent (4%) for General Employees;
- Four percent (4%) for Police Lieutenants, Sergeants, and Officers (per PBA agreement);
- Nine percent (9%) for Police School Resource Officers (SRO) (per contract); and
- Nine percent (9%) for Elected Officials (per City Code of Ordinances).

Mayor Rydell asked whether the payroll increase for elected officials was required by Charter, and City Manager Brooks confirmed the Charter provision. She stated the Commissioners could, individually or collectively, adjust or reject the increase. Discussion ensued, and consensus was to change the COLA adjustment for the Commission to four percent (4%).

Ms. Holland stated health insurance premiums were scheduled to increase two and one half percent (2.5%) across all plans, negotiated down from four percent (4%). She noted there were no plan changes proposed, and the City contribution was to increase on family and dependent plans from eighty percent (80%) to eighty-one percent (81%). She reviewed the Florida Retirement System (FRS) contribution updates, noting the following significant increases:

- Public Safety (Special Risk) – approximately \$1,300,000;
- General Employees – approximately \$457,000; and
- Elected Officials – approximately \$13,000.

## General Fund

Ms. Holland showed a *PowerPoint* slide summarizing the General Fund balance from the last two (2) years and the proposed FY24 budget, which highlighted the following:

- Total General Fund budget of \$112,484,490 (\$8.98 million increase over FY23);
- Property taxes increased \$3,148,340 due to reassessments and new construction;
- Franchise fees increased by \$671,230 primarily due to anticipated increase in electric fees;
- Intergovernmental revenues increased due to projected increases in demand-driven revenue, such as the half cent sales tax and State-shared revenues; and
- Licenses and permits were projected to increase by \$568,650 due to permitting fees associated with several developments.

Mayor Rydell noted the figure included fees associated with developments not yet approved and asked how much of the funding was actual versus proposed. Ms. Holland and City Manager Brooks explained how the fees were projected and the projects included in the projections.

Ms. Holland continued the review of the General Fund changes, including:

- Charges for services increased by \$2,811,570 due to fire assessment and contract for law enforcement services;
- Miscellaneous revenues increased \$1,604,970 due to increase in interest earnings;
- Appropriated fund balance was projected to decrease by \$750,000;
- Expenses for personnel and operating costs increased approximately \$6,700,000 due to staffing changes, pay-for-performance increases, cost of living and insurance adjustments, retirement and other personnel related expenses, and operational contractual increases; and
- Transfer out to Capital Improvement Fund decreased by \$1,059,850 due to the partial funding of Lakeside Park in FY23.

Ms. Holland highlighted the proposed General Fund program modification requests for FY24, noting that recommended requests totaled \$830,280 and requests that were not recommended totaled \$383,620.

Recommended requests included the following:

- City Website Redevelopment (\$100,000);
- City Merchandise/Apparel (\$0 – program costs offset by sales revenues);
- Realtor Showcase (\$10,000);
- Small Business Academy (\$10,000);
- Succession Planning Program (\$50,000);
- Police Officer (Traffic) (\$204,730);
- Safety Town to Go (\$50,000);
- Fire Rescue Accreditation Program (\$45,750);
- Community Paramedic Program (\$211,460);
- Fire Cadet Program (\$2,500);
- Maintenance Service Worker II – Facilities Maintenance (\$98,640);
- Adult Flag Football (\$0);
- Autism Friendly Designation (\$11,050);
- Butterfly Festival Modifications (\$21,000);
- Creek Eats (\$900);
- Fluffy's Foodie Food Truck Friday (\$2,000);
- Holiday Cultures of Winter (\$2,250); and
- Love and Music Festival at Tradewinds Park (\$10,000).

Requests that were not recommended included the following:

- Police Officer (Traffic) (\$204,730); and
- Police Officer (Criminal Investigations) (\$178,890).

Ms. Holland reviewed the recommended General Fund capital outlay requests for FY24, totaling \$288,000 as follows:

- Two (2) Police Canine Replacements (\$30,000);
- Equestrian Vacant Parcel Fencing (\$150,000); and
- Robotic Line Striper (\$108,000).

### **Proposed Rates and Fees Summary**

Ms. Holland noted the millage rate was proposed to remain the same at 6.4463 mills.

Vice Mayor Welch asked staff to share what the roll-back rate would look like in order to give the residents a little bit of savings. She noted the need for a public safety complex in MainStreet, which would include fire and police, and suggested items could be delayed to provide temporary tax relief. Mayor Rydell agreed this was a conversation the Commission needed to have, regarding long-term fiscal planning. He noted the potential to do a one (1) year millage increase in FY25 to fund the needed projects. Commissioner Wasserman highlighted the number of people living paycheck to paycheck and expressed concern with the costs of a General Obligation Bond. City Manager Brooks summarized the roll-back rate briefly, noting a reduction of the millage rate would impact the City's service levels. She stated this would require staff going back to conduct additional prioritization. Discussion continued regarding opportunities to fund the public safety complex. Mayor Rydell asked that staff provide the figures under the roll-back rate for the purpose of discussion. Finance and Administrative Services Director Peta-Gay Lake noted it would be approximately a \$3.3 million change, so it would result in a need to scale back operating, programs, or

ongoing projects. Mayor Rydell noted there was over \$5 million set aside for Lakeside Park, and that there were likely other funds with money, which could be pulled back to fund a reduction. Discussion continued.

Ms. Holland stated that in accordance with the fire assessment study, the annual fire assessment rates were proposed to increase ten percent (10%) to \$283.14 for single-family, \$254.83 for multi-family, and \$141.57 for mobile homes. She explained the solid waste collection and disposal rate for single-family homes was proposed by staff to increase by four percent (4%) from \$329.70 per year to \$342.89 per year. Ms. Holland reviewed the impact of the proposed rates and fees on homesteaded residents.

### **Property Tax Valuations**

Ms. Holland explained there was a ten and fifty-three hundredths percent (10.53%) increase in taxable values for FY24. She stated the figure broke down to an increased taxable value due to reassessments of \$540,288,583 (10.39 percent) and an increased taxable value due to new construction and additions of \$7,335,060 (0.14 percent). She briefly reviewed new construction expected to come onto the tax rolls in FY24, including the Hillsboro Marketplace redevelopment and Lincoln auto dealership.

### **Assessment Comparisons**

Ms. Holland shared slides detailing the fire rescue services assessment and solid waste services assessment of neighboring communities, noting the FY24 proposal would maintain Coconut Creek's position among other municipalities in the area.

Commissioner Wasserman asked for clarification on what portion of costs was covered by the fire rescue services assessment. Ms. Lake stated the cost recovery at the proposed rate was ninety-eight percent (98%), and noted she would follow up with the rate required to get to one hundred percent (100%).

Vice Mayor Welch asked staff to address the multi-family solid waste assessment going to the commercial assessment rate. Public Works Director Harry Mautte and City Manager Brooks provided additional detail on the changes and impacts on multi-family and commercial collection.

Mayor Rydell discussed the capacity issues of the incinerator and asked what the cost would be to only transfer solid waste to Monarch Hill. Mr. Mautte shared information from research on other contracts and noted the actual cost would be dependent on negotiations. He highlighted other efficiencies that might have an impact on the collection contract, as well. Discussion continued regarding the potential to reserve capacity at the waste-to-energy plant, the philosophical objection to sending trash to the landfill, and the ongoing effort to take a regional approach to solid waste disposal. Consensus was that the Commission's priority was to budget for the extra costs associated with transferring solid waste to the south facility. Mr. Mautte advised that the City's waste hauler, Republic Services, had informed the City that they would be submitting for an increase to their contract rate of approximately forty to fifty percent (40-50%) due to extenuating circumstances since the contract was negotiated. He noted a move to smaller trucks was also planned. Mayor Rydell highlighted the importance of listening to the resident who had been advocating for an increased effort to reduce waste and recycle. Ms. Holland confirmed that the consensus was to budget the solid waste collection and disposal rate for single-family homes of \$380.40 to allow for hauling to the south facility.

### **Street Construction and Maintenance Fund**

Ms. Holland showed a *PowerPoint* slide summarizing the Street Construction and Maintenance Fund. She explained the proposed budget decreased by \$362,940 over the FY23 budget. She stated the expenses were funded by fuel taxes, shared revenues, and transportation surtax funding for the Community Bus program. She noted the net increase in operating costs was due to increased maintenance and electric utility costs, as well as a minimal increase in personnel services due to salary, retirement, health

insurance, and pay-for-performance adjustments.

### **Water and Wastewater Fund**

Ms. Holland showed a *PowerPoint* slide detailing the Water and Wastewater Fund, which was budgeted at an increase of \$3,704,120 over FY23. She explained the balance was funded by Water and Wastewater Rates, which were scheduled by ordinance to increase by two and one half percent (2.5%) or inflation effective April 1, 2024. She stated the net increase in operating costs was due to increased water and sewer fees paid to Broward County, increased maintenance, inventory and contractual service costs, and changes in capital needs.

Ms. Holland reviewed new requests for the fund, including:

- Capital Outlay
  - F-250 Pickup Truck; and
- Capital Improvement Program
  - Recurring Infrastructure Maintenance and Vehicle Replacement;
  - Lead and Copper Rule Compliance Program;
  - Meter Reading Conversion;
  - Sabal Pines Park Yard Retrofit;
  - Exterior Painting Program.

### **Stormwater Management Fund**

Ms. Holland showed a *PowerPoint* slide detailing the Stormwater Management Fund. She explained the Stormwater Rates would increase by \$0.32 from \$4.59 to \$4.91 per month per ERU (Equivalent Residential Unit) and discussed the net increase in operating costs due to increased contractual costs and capital needs, and changes in personnel services costs due to staffing changes and salary, health insurance, retirement, and pay-for-performance adjustments.

Ms. Holland reviewed new requests for the fund, including:

- Capital Outlay
  - F-750 Dump Truck; and
- Capital Improvement Program
  - Stormwater Drainage Improvement Program;
  - Concrete Curbing Program.

### **Other Funds Summary**

Ms. Holland showed a *PowerPoint* slide summarizing the other funds in the budget and the services funded with each.

### **Donations**

Ms. Holland reviewed the donation requests for FY24, explaining requests totaled \$178,910, and staff was recommending funding donation requests totaling \$160,410 as follows:

- Area Agency on Aging of Broward County - \$39,660;
- Early Learning Coalition - \$29,250;
- Women in Distress of Broward County, Inc. - \$8,000;
- Family Central - \$6,000;

- Broward 211 - \$12,000;
- Big Brothers/Big Sisters (Bigs in Blue) - \$7,500;
- Do The Right Thing of Coconut Creek - \$7,500;
- Goodman Jewish Family Services - \$50,000; and
- Broward League of Cities Scholarship - \$500.

Ms. Holland reviewed the organizations that had made requests or were funded in FY23 but were not recommended for funding in FY24.

Vice Mayor Welch noted Tomorrow's Rainbow was not previously funded but had requested \$40,000 in the FY24 Budget, which staff did not recommend. Commissioner Brodie recused himself from the discussion and abstained from voting on donation amounts related to Tomorrow's Rainbow, as he sits on the Board of Directors for Tomorrow's Rainbow, a copy of which Form 8B is attached hereto and made a part hereof.

Mayor Rydell stated Goodman Jewish Family Services had received funds out of the American Rescue Plan Act (ARPA) money during COVID-19. Ms. Holland confirmed that \$29,000 had been given, discussion continued regarding the services provided by the organization. Mayor Rydell asked whether the City had ever given Tomorrow's Rainbow money. Ms. Holland stated the City had given a \$10,000 grant to the organization through ARPA. Vice Mayor Welch commented that because of the mental health services provided by Tomorrow's Rainbow, both for children and adults, she would add a donation of \$10,000 to the budget. Consensus was to approve the funds. City Manager Brooks encouraged the Commission to keep in mind the cost per resident served when setting dollar amounts for the donations. Mayor Rydell asked whether there was ARPA money that could be used. Ms. Holland stated there were funds that could be used for that purpose and outlined the requirements briefly. Mayor Rydell asked that the \$10,000 grant to Tomorrow's Rainbow come from ARPA funds. He stated the funds would be used to provide Coconut Creek youth with mental health services during the pandemic.

Mayor Rydell highlighted how significant Goodman Jewish Family Services had been throughout the pandemic. He noted it was not restricted to Jewish residents and services were for anyone in need. Commissioner Railey commented on the significant impact of the organization on the senior community within Wynmoor. Consensus was to donate \$29,000 in ARPA funds.

Mayor Rydell reviewed the remaining donation line items briefly.

Commissioner Wasserman suggested an increase to the line for Women in Distress. Vice Mayor Welch stated she would recommend keeping the donation at the amount requested as the organization's administrative costs were typically higher than other organizations.

Vice Mayor Welch asked if Broward 211 was also subject to ARPA funding availability. Ms. Holland responded that she would have to have follow up with the organization to discuss their programming and make that determination. She stated she would reach out. City Manager Brooks confirmed that any amount of the donation to Broward 211 that could be funded with ARPA dollars, staff would do so.

Discussion ensued regarding the past success of the Bigs in Blue program and the number of Coconut Creek residents involved in the program.

Mayor Rydell stated that if Rise as One was still a nonprofit, he was comfortable matching the FY23 donation of \$500. Discussion ensued regarding the organizer and program.

Vice Mayor Welch shared her experience with Warriors Affiliated in Coconut Creek High School. Consensus was to approve the donation pending verification of eligibility.

Consensus was to approve the donations as follows:

- Area Agency on Aging of Broward County - \$39,660;
- Early Learning Coalition - \$29,250;
- Women in Distress of Broward County, Inc. - \$8,000;
- Family Central - \$6,000;
- Broward 211 - \$10,000 (potentially with ARPA funding);
- Big Brothers/Big Sisters (Bigs in Blue) - \$7,500;
- Do The Right Thing of Coconut Creek - \$7,500;
- Goodman Jewish Family Services - \$29,000 (ARPA);
- Broward League of Cities Scholarship - \$500;
- Tomorrow's Rainbow - \$10,000 (ARPA);
- Rise as One - \$500; and
- Warriors Affiliated - \$500.

### **Review of City's FY24 Proposed Operating and Capital Budget**

Ms. Holland reviewed the FY24 Proposed Budget by department. She highlighted that each department's goals and objectives were aligned with the Vision 2030 strategic plan and thanked each department for working hard to continue providing services while navigating challenges and unanticipated increases in costs.

#### City Attorney

Ms. Holland briefly reviewed the accomplishments of the City Attorney's Office in FY23, along with goals for FY24. She noted there were no new requests in the City Attorney budget for FY24.

Vice Mayor Welch noted the line item for outside counsel year-to-date. She stated the team had come in well under budget for outside counsel. City Attorney Pyburn summarized outside counsel needs for the year, including the new Fire Rescue Department and union negotiations, as well as FCC licensing, and solid waste issues. She explained Tripp Scott had been brought on to assist with the Florida's Turnpike expansion matter.

#### City Manager

Ms. Holland briefly reviewed the accomplishments of the City Manager's Office in FY23, along with objectives for FY24. She noted there were no new requests in the City Manager budget for FY24.

Vice Mayor Welch commented on the ongoing discussion regarding succession planning, and stated she was thrilled a program was being incorporated. She stated there should be plans in place for Police and Fire Rescue due to the importance of keeping residents safe and asserted that the addition of a Deputy Chief should be considered. She noted there were talented Police Captains that should be considered, so it would be a reclassification rather than an additional hire. Discussion ensued, and consensus was to reclassify a Police Captain into a Deputy Police Chief.

#### Community Relations

Ms. Holland briefly reviewed the accomplishments of the Community Relations Division in FY23, along with goals for FY24. She noted that requests in the Community Relations budget for FY24 included redevelopment of the City website and creating a mechanism to sell City-branded merchandise and apparel.

Mayor Rydell asked that there be a robust presentation of the potential vendors for the City website to the Commission prior to selection, including the contract. He commented that each of the Commissioners had received resident feedback regarding the City's interface with the public.

#### City Clerk

Ms. Holland briefly reviewed the accomplishments of the City Clerk Department in FY23, along with goals for FY24. She noted there were no new requests in the City Clerk budget for FY24.

#### Finance and Administrative Services

Ms. Holland briefly reviewed the accomplishments of the Finance and Administrative Services Department in FY23, along with goals for FY24. She noted there were no new requests in the Finance and Administrative Services budget for FY24.

Mayor Rydell asked about the selection of audit companies, and Ms. Lake explained the requirements under the City's Charter.

#### Information Technology

Ms. Holland briefly reviewed the accomplishments of the Information Technology Department in FY23, along with goals for FY24. She noted there were no new requests in the Information Technology budget for FY24.

Mayor Rydell asked whether residents had the ability to save a credit card number in the WebTrac software. He shared feedback he had received from parents signing up for activities and classes. Chief Information Officer Francisco Porrás explained data was not stored due to additional State requirements that would be required.

#### Human Resources and Risk Management

Ms. Holland briefly reviewed the accomplishments of the Human Resources and Risk Management Department in FY23, along with goals for FY24. She outlined the request in the Human Resources and Risk Management budget for a succession planning program in FY24.

Vice Mayor Welch highlighted recent legislation and stated Reach 2.0 may be a potential opportunity for the City to host workforce development programming.

#### Sustainable Development

Ms. Holland briefly reviewed the accomplishments of the Sustainable Development Department in FY23, along with goals for FY24. She reviewed the requests for program modifications in the FY24 budget, including:

- Realtor Showcase - \$10,000
  - Designed to highlight the benefits of purchasing property in Coconut Creek; and
- Small Business Academy - \$10,000
  - Designed to foster existing and prospective Coconut Creek small businesses;
  - Topics would include City and County resources, accounting, finance, human resources, marketing, and more.



Discussion ensued regarding increasing awareness of local programs and opportunities for outreach, such as phone calls and in-person visits, as well as smart use of resources and coordination of events with the Chamber of Commerce.

*The Commission took a recess at 1:21 p.m., and the meeting reconvened at 2:10 p.m.*

### Police

Ms. Holland briefly reviewed the accomplishments of the Police Department in FY23, along with goals and objectives for FY24. Vice Mayor Welch asked that implementing a chaplain program similar to what was taking place in the Fire Rescue Department be added to the list of objectives.

Ms. Holland reviewed new requests for the Police Department as follows:

- Program Modifications
  - One (1) Police Officer (Traffic) - \$204,730;
  - Safety Town to Go - \$50,000; and
- Capital Outlay
  - Two (2) Replacement Canines - \$30,000;
  - Crime Scene Van - \$63,430.

Ms. Holland noted the Police Department had requested two (2) traffic officers, but in balancing competing priorities, the recommendation was for one (1) position.

Mayor Rydell indicated he was not supportive of any staffing changes to the Police Department. He noted he had suggested the City work under the recent legislation that allows for automated traffic enforcement in school zones, and he would like to hear a presentation on that option. Police Chief Albert “Butch” Arenal advised that staff was several weeks into the process of completing a feasibility study on the automated traffic enforcement option. He stated the department was besieged by vendors, and staff was learning the technology. He explained the City would be hosting a southeast Florida demonstration by one (1) vendor on August 22 and that demonstration would help provide additional information for a Request for Proposal (RFP). Police Chief Arenal stated he believed in the technology, but there were questions regarding the added expenses, the number of staff members required, and follow-up requirements after the issuance of a ticket. Mayor Rydell stated his understanding was the systems were cost neutral because the company was taking a cut. He suggested a trial period in certain areas may be an option and acknowledged there would be an education component necessary to inform residents. Police Chief Arenal added that the system would also integrate with the City’s Flock Safety license plate reading cameras to increase their efficiency. Commissioner Railey stated she also liked the idea but thought the City might need an additional traffic officer anyway. Vice Mayor Welch asked if the City Attorney’s Office had looked at the system. City Attorney Pyburn stated Police Legal Advisor Jeannette Camacho had been researching the technology, but the City Attorney’s office was still waiting for answers on some of its questions and was not ready to respond regarding its compatibility with the City. She clarified the process to amend the Code to allow for a program.

Vice Mayor Welch stated the City had been in negotiations with the Broward County School District regarding bottlenecks at Lyons Creek Middle School, and asked if there was an update on those discussions. Police Chief Arenal highlighted the changes in leadership at the School District and stated staff had been aggressively pursuing the matter. He stated, as of the previous week, a concession had been received to revise to the loading area in the front and get more traffic off the roadway. He acknowledged it was not the best-case scenario at this time.

Discussion continued regarding traffic staffing, and City Manager Brooks noted the request for an officer was to address all traffic-related issues, not just school traffic. Police Chief Arenal advised that of all the services provided by the Police Department, traffic services were the number one (1) demand of residents. He pointed out that the Commission had requested additional traffic enforcement during the FY24 budget input process.

Commissioner Brodie stated he had a difficult time with prioritizing a traffic officer over an Internet Crimes Against Children (ICAC) officer. He asserted when considering the safety of children, this was far more important. City Manager Brooks explained that when reviewing competing priorities, staff made the recommendation based on feedback that has been brought forward asking for additional resources to address traffic. Mayor Rydell stated ICAC was a County-wide taskforce, primarily made up of Broward Sheriff's Office (BSO) deputies and a few officers from large cities. He noted the City did have an officer dedicated to the Drug Enforcement Agency (DEA), and dedicating an ICAC officer would mean that there was a Coconut Creek Police Officer on the taskforce. He asserted this issue, and the traffic issue, should be handled by management of staff, not a new officer. Police Chief Arenal reviewed the current detective staffing, data regarding case load per detective, and the demands of investigating an ICAC case. He stated he would agree that this was a priority over a traffic officer. Discussion continued regarding child safety and staffing needs. Police Chief Arenal shared data on service level and case load for Coconut Creek compared to other municipalities. Vice Mayor Welch shared her experience with the diligence of the Police Department in addressing any type of case. She stated she was of the belief that the detective unit needed additional resources, and the City Manager and Chief of Police should determine how that additional person was to be utilized.

Commissioner Railey noted the high number of calls coming from Wynmoor. She asked whether hiring an ICAC detective would free up other detectives. Police Chief Arenal stated it would, and noted there was always interplay between detectives. He cited the benefit in complex scenarios and the ability to do more proactive work. Mayor Rydell clarified that the ask was for a full-time, dedicated ICAC detective. Police Chief Arenal stated it would be a full-time detective that served on the ICAC taskforce. Consensus was to approve the request for a Police Officer for criminal investigations in the amount of \$178,890 in place of the recommended Traffic Police Officer. Mayor Rydell was not in favor of adding an additional officer.

Commissioner Brodie discussed the idea he had brought forward regarding the Safety Town program. He stated he had reviewed the backup materials regarding Safety Town and did not like the idea of a trailer. He expressed concern it would be packed up and left in storage. Ms. Holland explained the five (5) options included in the backup materials and discussed how the options had been brainstormed. She stated construction of a Safety Town had a price tag of over \$1 million, plus ongoing maintenance and staffing costs. Commissioner Brodie asserted his goal was to have a place that people could bring their children to at any time to teach them about safety, including parents, schools, and the City's Fire and Police Departments. He noted facilities in neighboring communities. Mayor Rydell suggested these components be considered as a future CIP for a park upgrade. Consensus was to remove the line item for Safety Town and direct staff to investigate further.

Commissioner Wasserman asked for additional clarification on the City's K-9 program. Police Chief Arenal explained the City had four (4) patrol dogs, a bloodhound, and an ammunition dog. He noted two (2) of the K-9s were over the average age and no longer competitive. He commented a long-range replacement schedule needed to be implemented. Mayor Rydell inquired as to whether the plan was for apprehension dogs. Police Chief Arenal stated they would be multi-disciplinary, including tracking, apprehension, and drugs. Commissioner Brodie asked that the approval come with a condition that a program should be written to address aging dogs. City Manager Brooks highlighted potential considerations that would change the schedule and stated that a recurring

CIP for dog replacement could be added. Mayor Rydell suggested a therapy dog be considered for one (1) of the replacements. Police Chief Arenal noted the two (2) dogs being requested were to replace currently working multi-disciplinary dogs and they would be running the risk of having to find funds to replace a dog prior to the end of the budget year.

Police Chief Arenal briefly outlined the need for a crime scene investigation vehicle and the equipment required. Consensus was to approve the two (2) requested capital outlays.

Vice Mayor Welch suggested Coconut Creek host its own National Night Out and that a pilot at the Township be conducted similar to the security roundtables in Wynmoor. City Manager Brooks stated staff was already working to implement the security roundtable program. She noted that preliminary figures showed that National Night Out would cost more than \$80,000, and while she thought it was a great thing to have, this may not be the budget year. Discussion continued regarding National Night Out. Mayor Rydell suggested some type of robust showcasing of the Police and Fire Departments during the Butterfly Festival. Vice Mayor Welch suggested the August Ambassador event could also be used to highlight law enforcement. Discussion continued and consensus was reached to adopt this idea.

### Fire Rescue

Ms. Holland briefly reviewed the accomplishments of the Fire Rescue Department in FY23, along with goals for FY24. She discussed Fire Rescue program modification requests, as follows:

- Fire Rescue Accreditation Program
  - Commission on Accreditation of Ambulance Services;
  - Commission on Fire Accreditation International;
- Community Paramedic Program; and
- Fire Cadet Program.

Mayor Rydell inquired as to how the Fire Cadet Program was so inexpensive. Ms. Holland explained costs were for supplies only. Fire Chief Jeffrey Gary provided additional details and noted several donations were also lined up. Discussion ensued regarding rolling out the program, including sharing in social media groups, working with school principals, and making contacts at meetings of the Lunch Bunch.

Vice Mayor Welch asked whether there was consensus to implement a chaplaincy program in the Police Department similar to that of the Fire Rescue Department. City Manager Brooks explained staff was exploring options for bringing both departments into the current program. Commissioner Brodie asked whether the major religions were represented in the chaplaincy program, and Fire Chief Gary confirmed the program included a variety of faith-based groups.

### Parks and Recreation

Ms. Holland briefly reviewed the accomplishments of the Parks and Recreation Department in FY23, along with goals for FY24. She discussed the ongoing implementation of the Parks and Recreation Master Plan and reviewed new program modification requests for Parks and Recreation as follows:

- Adult Flag Football;
- Autism Friendly Designation;
- Butterfly Festival Modifications;
- Creek Eats;

- Fluffy's Foodie Food Truck Friday;
- Holiday Cultures of Winter; and
- Love and Music Festival at Tradewinds Park.

Vice Mayor Welch asked for clarification on the Love and Music Festival. Deputy City Manager Sheila Rose discussed the Love and Music Festival and the associated commitment of the City to contribute as a named sponsor. She stated the event would be held on a Sunday in April.

Mayor Rydell asked whether the City was still selling memorial benches. Ms. Holland stated they were not and were moving toward a digital/virtual program. City Manager Brooks noted that a bench in honor of a Police Officer remained in process, but new requests were not being accepted at this time. She stated details of the virtual program were still being ironed out. Discussion continued regarding alternate options. Commissioner Railey commented that the City should not be involved in the memorials at all, as a variety of organizations have programs. Commissioner Brodie stated he was not supportive of a virtual option. He suggested brainstorming other ideas for in-person memorials, such as bricks in park pavilions. Discussion continued regarding memorial naming.

Ms. Holland reviewed the modifications to the Butterfly Festival to address crowd control and safety. She stated a concern brought forward by the Commission, regarding residents from outside of Coconut Creek had been reviewed, and it was determined through research that more than half of the attendees in 2023 were residents. Parks and Recreation Director Wayne Tobey discussed plans to create a teen zone and other changes to improve the event. City Manager Brooks provided additional details on the feedback regarding non-residents and the research conducted. Discussion continued. Commissioner Brodie suggested partnering with Gamers Heaven to hold a gaming tournament associated with the Butterfly Festival.

### Public Works

Ms. Holland briefly reviewed the accomplishments of the Public Works department in FY23, along with goals for FY24. She reviewed new requests for Public Works as follows:

- Program Modifications
  - Maintenance Service Worker (MSW II) – Facilities Maintenance - \$98,640;
  - Holocaust Memorial - \$50,000;
  - Recycling Education Expansion Program - \$0; and
- Capital Outlay
  - Equestrian Parcel Fencing - \$150,000;
  - Robotic Line Stripper - \$108,000.

Commissioner Brodie asked about the doors at City Hall, and Ms. Holland stated there was an item in the CIP that addressed the automated doors at City Hall.

Vice Mayor Welch discussed continued improvements to the recycling center and stated staff should be made as comfortable as possible. Public Works Director Harry Mautte noted the air conditioner had been checked. He said plastic sheeting and a bell had been installed to allow staff to stay inside when possible. He noted the conditions would continue to be monitored.

Vice Mayor Welch asked for an update on the glass crusher. Mr. Mautte stated the item continued to be at a standstill and noted all avenues continued to be investigated.

Mayor Rydell asked how long it had been since Public Works requested an employee. City Manager Brooks discussed the process for reviewing new vacancies and reevaluating as needed. Consensus was to approve the request for a new position.

Mayor Rydell asked where the Holocaust Memorial would be located. Mr. Mautte responded that the recent direction of the Commission to look at the green space outside City Hall was being evaluated and a location had not been selected as of yet. Commissioner Wasserman asked for clarification on the process and timeline. Mr. Mautte explained the process to engage the art world and evaluate proposals. He noted the memorial would be paid for through the Public Art Fund. City Manager Brooks added that staff was also looking at related programming options. Discussion continued regarding the plan.

Commissioner Railey suggested a memorial be put in the Public Safety building in MainStreet, along with a 9/11 Memorial.

Mr. Mautte provided an overview of the robot line striper technology. He explained 600 staff hours per year were currently spent striping the fields, and once programmed, the robot would automate the process and complete it seven (7) times faster. He stated it would be a five (5) year lease.

#### Utilities and Engineering

Ms. Holland briefly reviewed the accomplishments of the Utilities and Engineering department in FY23, along with goals for FY24. Ms. Holland reviewed new Capital Outlay requests for Utilities and Engineering as follows:

- F-250 Pickup Truck - \$60,000; and
- F-750 Dump Truck - \$116,000.

Consensus was to approve the requests for Utilities and Engineering.

#### **Review of Proposed Five-Year Capital Improvement Program (CIP)**

Ms. Holland led the discussion on the following new proposed CIP projects for FY24 and projects that would be completed by the end of FY23:

- New Projects
  - Lakeside Park Improvements - South Side (Master Plan);
  - Oak Trail Park Expansion (Design) (Master Plan);
  - Veteran's Park Improvements (Master Plan);
  - Sunshine Drive Park Improvements (Construction) (Master Plan);
  - Donaldson Park Improvements (Construction) (Master Plan);
  - Fleet Building Rehabilitation (Design);
  - Sabal Pines Park Sign Replacement Program;
  - Lakewood Park Pavilion Shade Structure;
  - Cypress Pavilion Renovations;
  - Lead and Copper Rule Compliance Program; and
  - South Creek Neighborhood Enhancements.
- Completed
  - Comprehensive Street Improvement Program (Phase II Construction);
  - HVAC Replacement Program (City Hall Chiller);
  - Government Center Rehabilitation (Breezeway Resurfacing and Lake Fountains);
  - Rowe Center Improvements (Bathroom and Kitchen Hood);

- Roof Replacement (Community Center and IT / Public Works Storage);
- Lakewood Park Improvements;
- Coco Point Park Improvements;
- Wastewater Pump Station Rehabilitation Program (Lift Stations 12, 24, and 26);
- Water Meter Connection Lines Retrofit Program (Cypress Shores);
- Sabal Pines Park Boardwalk Railing System Rehabilitation;
- Shade Structure at the Splash Pad at the Recreation Complex;
- Outdoor Park Amenities (Benches at Gerber Park);
- Sports Lighting Replacement (Sabal Pines Park Field #2); and
- Winston Park Preserve Park Hilton Road Greenway Sidewalk.

*The Commission took a brief recess at 4:00 p.m., and the meeting reconvened at 4:13 p.m.*

Ms. Holland reviewed the Five-Year CIP document, beginning with the recurring projects.

Vice Mayor Welch asked for a status on the lighting for the Recreation Center. Ms. Holland explained staff was waiting for a revised design proposal, then would move forward with the procurement process. She noted this project was funded in FY23. Vice Mayor Welch asserted it was extremely dark outside the community centers. City Manager Brooks highlighted that the programming to a CIP provided funds for the recurring project and ongoing maintenance.

Commissioner Brodie inquired as to the lifespan of exercise equipment when purchased. Parks and Recreation Assistant Director Danielle DeBarros explained the maintenance and replacement programs for different types of equipment. Discussion continued.

Ms. Holland continued with the review of the Five-Year CIP document, explaining there were three (3) options for Oak Trails Park presented in the backup material and reviewed the options briefly. She stated option two (2) was contemplated in the budget. Mayor Rydell stated he would support doing more than what was required at the park, but competing interests may need to be considered before making decisions. He highlighted the opportunity to do more in the north part of the City. Discussion ensued regarding the requirements to keep the Florida Department of Environmental Protection (FDEP) reimbursement grant for the park. Vice Mayor Welch expressed concern that the number of promised park renovations and projects was spreading the City too thin. She stated residents were not chomping at the bit for development of the parcel, but they did request it be kept clean and maintained. Discussion continued regarding the potential to focus the project and grant requirements on one (1) parcel, minimum components under the grant requirements, budget, and project timeline. Consensus was to move forward with option two (2).

Ms. Holland reviewed the line items for the Lakeside Park improvements and stated development of the south parcel was included in the current budget. Discussion ensued. Consensus was to move forward with the development of the south parcel of Lakeside Park, with the understanding that there would be additional community input sought.

Ms. Holland discussed the South Creek neighborhood improvements budgeted for FY24, including bridges, sidewalks, paving, and resurfacing. Mayor Rydell asked why entrance signage was not included. He noted the neighborhood did not qualify for a neighborhood enhancement grant and suggested a monument sign or entrance feature. Consensus was to support a signage improvement at both entrances to South Creek. City Manager Brooks cautioned that the project was ranked high for use of surtax dollars, and anything not covered by the surtax would use City tax dollars. She stated staff would explore options. Former City Commissioner Becky Tooley provided a brief history of the neighborhood, its challenges, and improvements previously promised. She noted it was not a private community and did not have a homeowners association. City Manager Brooks asserted it had been a long time that South Creek was waiting for attention, but the surtax project would be \$18 million in improvements over five (5) years. She

discussed the criteria for the surtax dollars briefly.

Ms. Holland continued the review of the CIP proposals. Discussion ensued regarding NW 74 Place sidewalk improvements and signage colors.

Ms. Holland began a review of projects planned for future years. Mayor Rydell expressed concern with the ongoing costs of body worn cameras for the Police Department. City Manager Brooks pointed to the impact of budget decisions in this fiscal year on future projects. She highlighted plans to renovate the Commission Chambers in FY26 and noted the Commission had brought up the need for audio system improvements. Commissioner Brodie suggested moving the timeline of the project up. Discussion continued regarding prioritizing projects during the strategic planning sessions.

Mayor Rydell stated finding money to improve the Police Department should be prioritized.

Vice Mayor Welch stated the priorities for the Commission Chambers had been getting streaming video up and running and making streamed meetings available after the fact. She asserted there were more important things to consider than the Chambers.

Commissioner Wasserman noted acoustic and technology issues in the room. He asked whether the entire room really needed to be improved, or if the technology could just be addressed. City Manager Brooks discussed the age of the facility and ongoing maintenance concerns, as well as improvements that would be made to make the Chambers sustainable for the future.

Mayor Rydell asked when a decision needed to be made about the Public Safety Complex. City Manager Brooks responded that MainStreet was a big topic with many aspects to it, and the public safety aspect was one (1) piece of that, so conversations would continue. Vice Mayor Welch asserted the conversation should happen before the proposed budget was adopted. Mayor Rydell agreed. He asked that Ms. Holland finish her presentation and then the Commission circle back to the broader issues of Millage Rate and the Public Safety Complex.

Ms. Holland continued her review of future CIP projects, discussing grant opportunities as appropriate.

Commissioner Wasserman referenced Gerber Park and stated the park needed swings. Parks and Recreation Director Wayne Tobey explained that renovations to the playground were slated for FY26, and a redesign of the footprint would be part of that process.

Vice Mayor Welch stated that materials related to Veteran's Park had been forwarded by a retired Police Detective who had been involved with the original design of the park and noted he had asked to be involved with the artwork selection. City Manager Brooks provided a brief update on improvements to the park. She noted Veterans Affairs had advised that there were six (6) wars to memorialize, and poles were planned to recognize each. She pointed out additional poles and banners could be added in the future. Vice Mayor Welch commented that the public art for Veteran's Park was scheduled for FY31 and suggested that be moved up. Ms. Holland discussed full development of the park under the Parks and Recreation Master Plan. Commissioner Brodie stated that each conflict had memorial components associated with it. Discussion ensued regarding the balance in the Public Art Fund and scheduled projects. Consensus was to move the public art for Veteran's Park to FY24 with a budget from the Public Art Fund of \$75,000. Commissioner Railey expressed concern with the overall budget for the Veteran's Park project. City Manager Brooks noted that public art dollars come from impact fees, not tax dollars. Commissioner Wasserman agreed. He highlighted the disparity between the budget for art in Veteran's Park compared to the Holocaust memorial and commented that the memorials should be equitable. Consensus was to reduce the amount of the public art budget for Veteran's Park to \$50,000.

Ms. Holland reviewed plans for Sunshine Drive and Donaldson Park improvements, noting a State

appropriation had been awarded to help offset some of the costs. City Manager Brooks stated she had emailed the Commissioners final renderings. Commissioner Brodie asked about feedback received on the project at the recent community barbecue. City Manager Brooks summarized the community outreach and stated changes had been made as a result.

Mayor Rydell asked for clarification on the Lead and Copper Rule Compliance Program. Utilities and Engineering Director Osama Elshami explained the testing requirements and stated that, under the mandate, lead found on private property would result in a City responsibility to replace the pipes. City Manager Brooks provided additional information on the Utilities budget, pointing out that it was based on payment for services rather than using tax dollars. Discussion continued regarding the testing process, planning, and costs. Ms. Holland completed her presentation.

Mayor Rydell introduced a discussion regarding funding of the Public Safety Complex. He sought a consensus regarding funding the Public Safety Complex in MainStreet through a General Obligation (GO) Bond. Vice Mayor Welch was opposed to taking consideration of a GO Bond off the table, stating she believed the residents should be able to decide, and that she believed a new Public Safety Complex should be part of the MainStreet project. Commissioner Railey stated she was also supportive of a Public Safety Complex that included Police and Fire Rescue.

City Manager Brooks pointed out that a new Fire Station was needed and asked for clarification on the position of the Commission. Commissioner Brodie stated he wanted to see concepts before moving forward with a plan that included the Police Department in MainStreet, along with a comparison to the costs of renovating the existing Police Station. Mayor Rydell asserted that he did not want to build a giant Public Safety Complex in MainStreet. Commissioner Brodie agreed. Commissioner Railey noted that a Fire Station was already being built, and the Police Department was growing. She commented that both options should be considered. Commissioner Wasserman asked what would happen to the existing Police Station if the Police Department moved to MainStreet. City Manager Brooks explained that other departments had run out of space, so the intention would be to look at repurposing the space.

Commissioner Wasserman asked if moving City Hall to MainStreet had ever been discussed. City Manager Brooks stated it had come up many years ago, but the Police Station was always prioritized. She noted City Hall had been renovated, and the Fire Rescue Department had not yet existed. She discussed ongoing efforts to operate within the existing Police Department.

Commissioner Wasserman asked how many years the residents would be paying off a GO Bond. City Manager Brooks stated it would be 30 years. She explained that bonds allow the residents benefiting from a project to also fund it.

Mayor Rydell stated there had been changes to the scale of the MainStreet project since the 2005 concept, and asserted it no longer made sense to have the City facilities moved there. City Manager Brooks explained staff had been working toward getting conceptual drawings for both options, but doing so would cost about \$180,000. She stated this expenditure would be considered due diligence and would allow the Commission to make an educated decision on a project that would impact the City for decades.

Commissioner Wasserman discussed rising costs and expressed concern for the budgets of residents living paycheck to paycheck.

Mayor Rydell suggested that staff have conversations with Fort Lauderdale and Hollywood regarding problems faced with their ongoing projects. City Manager Brooks stated Hollywood had shared notes regarding the issues they had come up against, and staff would continue to reach out.

Commissioner Railey stated she could appreciate fixed incomes, but the City could not stay stagnant. She noted the City continued to grow and the Police Department was crammed into a 1970s facility. She



asserted the Commission should show their pride in the department and spend smart. Commissioner Brodie stated he did not want to spend \$60 to \$80 million. Mayor Rydell stated the consensus of the Commission was to look at alternative options to renovate the existing Police Department. Vice Mayor Welch and Commissioner Railey were opposed.

Vice Mayor Welch highlighted the opportunity to look at options to lower the millage rate to give residents a one (1) year savings, in conjunction with the Public Safety Complex funding discussion. Ms. Lake stated staff could look at options, but it had been a difficult year to reduce the millage rate. City Manager Brooks explained that for every 0.1 mill drop, the budget would need to be reduced by \$560,000. Vice Mayor Welch asked how much the budget had been reduced based on the consensus items reached during the workshop discussion. Ms. Holland noted the efforts that had been undertaken to reduce the budget throughout the process, and discussion ensued.

Ms. Holland provided brief closing remarks, noting the following day was her last with the City. City Manager Brooks thanked the Commissioners for their support of the budget process and highlighted the importance of the document for setting the City's priorities.

## **ADJOURNMENT**

The meeting was adjourned at 6:10 p.m.

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Joseph J. Kavanagh, MMC  
City Clerk

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Date