

CITY ATTORNEY'S OFFICE
4800 WEST COPANS ROAD
COCONUT CREEK, FLORIDA 33063

TERRILL C. PYBURN
CITY ATTORNEY

KATHY MEHAFFEY
DEPUTY CITY ATTORNEY

CASSANDRA HARVEY
ASSISTANT CITY ATTORNEY II

JEANNETTE CAMACHO
PUBLIC SAFETY LEGAL ADVISOR

MEMORANDUM

DATE: October 16, 2025
TO: City Commission
FROM: Terrill C. Pyburn, City Attorney *zef*
SUBJECT: Annual Report of the City Attorney's Office

This City Attorney's Office report provides a summary of items worked on by me/my office covering the time period from July 1, 2024 through June 30, 2025. Please note that this Memorandum is not all inclusive, but rather it is intended to give you a sampling of the work performed over the last year. Below is a summary that is broken into several categories:

Cases/Claims:

The City Attorney's Office handled issues involving 1,830 cases/claims during the last year on topics including, but not limited to: personal injury/wrongful death; mortgage foreclosures; bankruptcies; class actions; code enforcement matters; opioid litigation;

PFAS litigation; police liability (police-involved shooting) (wrongful arrest) (false imprisonment); forfeitures; risk protection orders; Marchman Act/Baker Act; worker's compensation; employment matters; whistleblower claims; garnishments; equal employment opportunity claims; land use disputes and appeals (Greystar and Taco Bell); code enforcement appeals (Redstone); and Comprehensive Plan Consistency Challenges (Landfill dispute against Broward County and Waste Management).

Agreements/Contracts:

The City Attorney's Office reviewed and revised and/or drafted 1,057 agreements/contracts during the last year. Some of the contract items we worked on included: interlocal agreements; indemnification and hold harmless agreements; waivers and releases; performance and payment bonds; grant award agreements; various independent contractor agreements for specialized services; requests for proposals; requests for qualifications; agreement review checklists; construction agreements; change orders; work authorizations. Some of the specific agreements that we worked on that you may recall included:

Telecommunications and Utility Lease Agreements:

Second Amendment to AT&T Lease Agreements at Lakeside Park; Second Amendment to AT&T Lease Agreement for Winston Park; Third Amendment to Metro PCS (T-Mobile) Agreement for Sabal Pines Park; Fourth Amendment to T-Mobile Agreement for Lakeside Park; Second Amendment to Verizon Lease Agreement for Lakeside Park; FPL Undergrounding Agreement for Park School Road and Johnson

Road intersection; and Irrevocable Letter of Credit Amendment to secure maintenance obligation.

Interlocal and Cooperative Agreements:

Community Bus Interlocal Agreement with Broward County; Interlocal Agreement for Water and Sewer Restoration; Interlocal Agreement with Broward County for SHIP dollars for 2025–2028; Interlocal Agreement with Broward County for Unsafe Structures Board Services; Interlocal Agreement with Margate for South Creek Neighborhood Enhancement; Interlocal Agreement for the County’s NatureScape Program; Third and Fourth Amendments to Interlocal Agreement for Community Shuttle Service; Third Amendment to the Transportation Surtax Interlocal Agreement between Broward County and Municipalities; FDOT MMOA Amendment No. 10 – ROW Maintenance for Leder Hillsboro Property; Coral Springs License Agreement for Use of Butterfly Lot; and Coral Springs for Maintenance of State Road 7 Median.

Grant and Funding Agreements:

Byrne Grants Program for Police Department Body-Worn Cameras; CARES Act Agreements; FDEM Reimbursement for Hurricane Milton; FDOT Work Zone Grant Agreement; FDOT Child Safety Grant Agreement; FDOT FY2025 Impaired Driving Grant Agreement; FDOT FY2025 Occupant Protection Grant Agreement; FDOT FY2025 Work Zone Safety Grant Agreement; Wastewater Infrastructure Grant Agreement with FDEP; ARPA Agreement with Broward College; and MOA with DOH-Broward for Fire Rescue mass prophylaxis activities.

Construction, Maintenance, and Public Works Agreements:

Agreements with All Florida Contracting Services – Fire Station 94 Emergency Generator Replacement; FSV Construction Company – Cypress Pavilion Renovation at Sabal Pines Park; K.E.R. Construction – Sunshine Drive and Donaldson Park Improvements; HG Construction – Lakeside Park Phase I Improvements; Jackson Land Development – Citywide Utility Repair Services; Wastewater Collection System Rehabilitation Piggyback Agreement; CROM – Hilton Road Water Tank Restorage; Kimley-Horn – Canal and Lake Bank Restoration; Walters Zackria – Design Services for Fleet Services Building Renovation; Industrial Shadeports – Parks Equipment Shade Structures; Madsen/Barr – Repairs and Emergency Services for Water, Wastewater, and Stormwater Utilities; Maverick United Elevator LLC – Citywide Elevator Maintenance; Otis Elevator Company – Elevator Maintenance and Repair; Grubb Landscape – Debris Management Services (Secondary); Painting and Coating City Facilities Contract; Valve and Hydrant Maintenance Contract (W2323, Piggyback with Town of Jupiter); Blue Marlin Investments – Landscape Maintenance for Parks and Greenways; Juniper/Prestige Agreement for Parks Maintenance; ASE Telecom & Data, Inc. – Panic Alarm Installation; and PLA Electric Agreement for Community Center Lighting Replacement.

Professional and Consulting Services:

Agreements for Actuarial Services; Risk Strategies – Actuarial Services (GASB 75); Craig Kurshnir – Fire Medical Director; CPH Inc – Professional Engineering Services for Wastewater Forcemain Upgrade; Astriata LLC – City Website Design and

Implementation; Sarah Elaine Kassem Consulting Agreement – BHAP; Zeta Consulting Group – Personnel Investigation Services; ETC Institute – Employee Input Survey; Agreement with CIGNA – Medical, Vision, and Health Savings Programs; ICMA/MissionSquare – Employee Retirement Investment Plans; Admin/Risk Strategies – FMLA, ADA, HIPAA; Crawford Technologies for ADA Document Remediation; RediShred – Document Shredding; and Digitech Agreement for EMS Billing Services.

Public Safety, Law Enforcement, and Fire-Rescue Agreements:

AXON – Body Cameras; Flock Safety – License Plate Readers; Motorola – Police and Fire Radio Maintenance Agreement; MOU with U.S. Secret Service – Reimbursement for Overtime Costs; MOA with FDLE for Private Security Assessments; License Agreement with Davie for Firearms Training Facility Use; Policing with Passion Agreement with Chief Paul O’Connell; Human Trafficking Task Force Agreement; K-9 Noble and Titus Agreements; State of Florida Health Care Administration – Fire-Rescue Emergency Medical Transportation; CPSE – Community Risk Assessment for Fire Department; Henry Schein – Medical Supplies; Stryker – Medical Equipment; and SAVVIK Cooperative Agreement for Stretchers and Powercots;

Parks, Recreation, and Community Agreements:

Agreement and Solicitation for Sabal Pines Park Cypress Pavilion Renovation; Topline Recreation for Playground Design and Installation at Recreation Complex; Reciprocal Use Agreement with School Board of Broward County; and Special Activity Instructor Agreements (Florida Panthers Hockey Club, Special Olympics, and others).

Procurement, Vehicles, and Technology:

Ford Motor Company – Vehicle Piggyback Agreement (Pasco County); Paymentus – IVR Services for Water Utilities; OpenGov End User License Agreement (NASPO); NEOGOV Subscription Services Agreement; GovernmentJobs.com – Online Employment Applications; Network Security Assessment (Sourcewell); Cyber Security Network Assessment Agreement; LaserFiche Addendum No. 3; Toshiba Copier Lease Agreement; AXON and Red Speed – School Zone Detection System; and PayTrac/Vermont Systems – Webtrack Payments for Parks and Recreation.

Legal, Administrative, and Miscellaneous Agreements:

Minutes Services Contract Prototype; Agreement Review Checklists; Settlement Agreements (e.g., Third Amendment to Resource Recovery Board Settlement Agreement; Stipulated Settlement Agreement for Atlyons Code/Landscaping); Supervisor of Elections – March 2025 Election Support; Supervisor Of Elections Training and Poll Worker Payment Agreement; MainStreet Cost-Sharing Term Sheet; MainStreet Development, and Land Exchange Agreements; Petition to Establish MainStreet CDD; Coco Point Park Wall Construction and Easement (Greystar); License Agreement with Representative Christine Hunschofsky; Educational Mitigation Agreement with School Board and Broward County; Apostolic Mission of Christ – License Agreement; Risk Strategies – Insurance Brokerage; Market Avenue Bonds; Mazda Landscape & Transfer of Responsibility; TT of Broward – Temporary Parking Use Agreement for Butterfly lot; and Walters Zackria – Design Services Fleet Facility.

Board Meetings:

The attorneys attended over 179 board meetings, including regular attendance at the Fine Reduction Committee Meetings; Development Review Committee Meetings; Planning and Zoning Board Meetings; and City Commission Meetings and Workshops. The City Attorney's Office also attended the Parks and Recreation Advisory Board Meetings and Special Magistrate Hearings as necessary and facilitated the Charter Review Board Meetings.

Legal/Ethics Opinions:

The City Attorney's Office issued 384 legal opinions on various topics such as: Common public records exemptions; Business Impact Statements under Section 166.041(4), Fla. Stat.; First Amendment and Limited Public Forums; Fantasy Football Event for Parks and Recreation; Use of Force; Threat Doctrine; Sexual Predators; Child Custody; Short Term Rentals and Air B&Bs; Antique Guns; Bert J. Harris/ Takings; Bona Fide Agricultural Use and Exemptions; Ballot Translation Requirements; and Quorum Requirements for Emergency Meetings. We also reviewed and summarized the following draft Legislation with Staff: SB 700 (Agriculture and Educational Facilities); SB 954 (Recovery Residences and State Preemption of Local Zoning); HB 923 (Housing Tax Policy); HB 943 (Real Property and Land Use Development/ Live Local 3.0); HB 247 (Affordable Housing Accessory Dwelling Units); HB 381 (Addresses); and HB 579 (Development Permits and Orders); SB 1416 Elections (proposing to move Municipal Elections to November); SB 954 Recovery Residences Strike All Amendment (proposing to preempt local zoning regulations regarding recovery residences); SB1008

(Waste to Energy siting); SB 946 (Permitting waste facilities within 2 miles of the Everglades); SB 962 (Air Monitoring Requirements for Waste To Energy Plants); HB 651 (Agricultural Bill with language regarding Power Plant Siting); and SB 700 (regarding schools on agricultural properties); and reviewed and drafted a proposed amendment to Senate Bill 1822 (Waste Management - deleting obsolete provisions that provide legislative findings and require the Department of Environmental Protection to review and update a specified report prior to approval of any new construction or permits to expand any existing facilities). Prepared letters to Representative Alex Rizo opposing House Bill 1163 (Certified Recovery Residences) and House Bill 943 (Real Property and Land Use and Development- Live Local 3.0). Further, we prepared a Summary of Legislation Impacting Local Governments including: SB 1730 (Live Local Act 3.0); HB 703/SB 818 (Utility Relocation); HB 913 (Condominium Associations and Building Safety); SB 954 (Certified Recovery Residences); SB 1080 (Local Government Land Regulation); HB 551 (Fire Prevention Permitting Reform); SB 784 (Platting and Parcel Number Assignment); HB 683 (Construction Regulations and Permit Streamlining); SB 180 (Emergency Preparedness and Response); and HB 593 (Dangerous Dogs).

Ordinances/Resolutions:

The City Attorney's Office reviewed and revised and/or drafted 482 ordinances/resolutions. Some of the resolutions included: Resolution adopting current Utilities and Engineering Standards Manual; Resolution authorizing City Attorney to pursue City's legal rights and remedies against Florida Turnpike Expansion; Resolution

authorizing City Manager to execute all future Agreements with State of Florida Division of Emergency Management (FDEM) for Reimbursement of Expenditures for Hurricane Milton; Resolution authorizing City Manager to Execute Outside Agency Permit Applications; Resolution authorizing Conflict Resolution Procedures of Chapter 64, Fla. Stat. to Initiate Court Action for Monarch Hill Landfill Expansion; Resolution approving DOJ Grant for Body-worn Cameras; Resolution Approving Sale of K-9 Noble and Titus; Resolution approving LETF Polaris Rangers Purchase; Resolution approving LETF Police Explorer's Donation; Resolution approving Lyons Creek Middle School Traffic Flip; and Resolution adopting Unsafe Structures Board ILA.

Some of the ordinances included: Public Sleeping and Camping Ordinance; CCFD Detail Ordinance; Charter Amendment Ordinance (Charter Review Board Recommendations); Charter Amendment Ordinance (elected Mayor); Impact Fee Ordinance; MainStreet CDD Ordinance; MainStreet Site Plans and Special Land Use Ordinances; Roadways Masterplan Ordinance; Parks and Open Spaces Ordinance; New Tree Canopy Tree Replacement Grant Program Ordinance; Ordinance creating New Planning and Zoning Board Membership Criteria; Ordinance re: Single Use Plastics; Ordinance approving various Telecommunication Towers Lease Amendments; Ordinance approving Vinkemulder Overlay Area; Ordinance approving Wastewater Utility Rates; and Water/wastewater Extension Ordinance to provide for future connections to adjacent lots/and/or tracts.

Public Records Requests:

The City Attorney's Office has reviewed over 385 Public Records Requests for exempt/confidential information over the past year.

Training/Seminars:

The City Attorney's Office has attended and/or presented at approximately 149 trainings/seminars on various topics including, but not limited to: Attended 48th Annual City, County, and Local Government Section Conference (including training on Public Sector Labor Law; Public/Private Partnerships; Live Local Act; Sunshine Law, Public Records, and First Amendment Traps; Federal Civil Rights Lawsuits 101; Procurement 101; Ethics; Hot Topics in Local Government Law; Artificial Intelligence; Bond Requirements; Securities Hot Topics; Arbitrage and Post Issuance Compliance Industrial Development; Public Private Partnerships; IRS and SEC Audits); Attended 42nd Annual Florida Municipal Attorneys Association Seminar (including training on Title VII Claims; Harassment and Hostile Work Environment Claims; The USERRA and the Florida Whistleblower Act; When Elected Officials Sue; Keeping Shade Meetings Compliant and Confidential; Elected Official Removal and Vacancies; Elected Officials and Their Social Media Accounts; Cybersecurity; 2024 Legislative Session Update; Special Districts; Code Enforcement; The Florida Division of Administrative Hearings (DOAH); Principles of Statutory Construction; Public/Private Partnerships; The Clean Water Act's Section 404 Program; The Live Local Act; Comprehensive Plan Amendments; Mobility Fees; Transfers of Development Rights; Local Government Witnesses in Ethics and Criminal Investigations; Attorney Ethics Issues in Police

Liability; First Amendment Agitators and Audits; Sea-Level Rise, Resiliency and Land Use; Panhandling Ordinances); attended Florida Association of Police Attorney's Annual Legal Update Seminar (including training on 2024 Supreme Court Update; Florida Law Updates; Police Civil Liability; Ethics and Professionalism; Public Records and Sunshine Issues; Medical and Recreational Marijuana Use Issues; Employment Law Update; Legal Issues with Homeless Populations; and Fusion Centers). Attended International Municipal Lawyer's Association's Annual Seminar 2025 (including training on Affordable Housing; Virtual Code Enforcement Program; Regulating Special Events; Code Enforcement: Trouble Around the Corner: The International Property Maintenance Code and the Authority of Code Officials; Training Code Officers; General Government and Land Use; Technology, AI and Best Practices and Policies; Understanding the Risks, Rewards, and Regulation of AI in the Legal Industry; Telecom; Punching Down: Preemption; Current Challenges & Trending Topics in Public Information Acts; Just When You Think You've Got It – They Change It!; Legal Issues in Council Self-Regulation within Municipal Governance and the Role of the City Attorney; Law Practice Management; Environmental Section: A Review of Recent Supreme Court Environmental Law Decisions; Best Practices: Using AI to Enhance Local Government Functions; Bridging the Affordable Housing Gap; Hot Topics: Employment Law; Cruising the Circuits, Circuit Law Review; and Ordinance Drafting); Also attended various Webinars including: Procurement and Contracting for Municipal Attorney Training; Keeping Pace with Employment Law; First Amendment Auditors; Florida Bar Professionalism Training; Requisition Training; Public Records Management; Public

Records Request Training; Criminal Justice Information Systems Re-certification Training; Budget Manager Training; Florida League of Cities Post-Legislative Session Webinar; Animal Services Webinar; Ethics/Artificial Intelligence Webinar; Camping and No Public Sleeping: An Analysis of HB 1365 and Grant's Pass Webinar; Supreme Court Review for Local Governments: 2024-2025 Webinar. We also presented to the Charter Review Board Planning and Zoning Board, and Parks and Recreation Board on Ethics Laws, Public Records Laws, Sunshine Law, and Social Media; and presented at the Citizen's Academy.

General Matters:

General items included handling questions/researching and providing informal opinions regarding: attended meetings with individual Commissioners and developers; attended meetings with individual Commissioners and residents; attended interviews for Sustainable Development Assistant Director; Traffic Unit; Lieutenant; Crime Analyst; Police Sergeant; Police Officers; Employee Development Sergeant; Captain; Crisis Negotiator; Police Service Aide and Animal Officer; attended Agenda Review Meetings; attended Solid Waste and Recyclable Authority (SWA) Board Meetings; reviewing Florida's Turnpike Enterprise P.D. & E. Study (I-595 to Wiles Road) and Sawgrass Interchange; Talking Points for Turnpike Meeting; Talking Points for Landfill Meetings; close out documents for developments; researching defamation; Community Development Districts (CDD's); Safety in Private Spaces Act; Impact Fees; Business Impact Statements; Affordable Housing; Live Local Act; Artificial Intelligence Guidelines for Staff; Trespass; HIPAA Business Associate Addendum; HIPAA Waivers for EMS

Records; Broward County Program for Unhoused; Engineering and Building Permits for Telecommunications Installation in Right of Way; Tree Canopy Program; SWAT Medic Policy; Anti-fraternization policy; Telecommunications Facilities Right-of-Way registration; Bond deficiencies; Elected Mayors; Single-Member Districts; Pros and Cons for November vs. March Elections; Charter Review Board Questions; Residency Requirements, and Candidacy Qualifications; HIPAA Compliance; Records Retention Requirements; reviewing City Policy revisions regarding Artificial Intelligence, Sponsorships and Donations and Grooming and Tattoo Policy; Hometown Market Application forms; Records Management Plan; Lien documents; Satisfaction of Lien documents; Impact Fee Study; City-wide Survey Responses; Conditions of Approval for Main Street; Community Residence Applications; Plastics Regulation and Enforcement; Signage and First Amendment; ADA Accessibility; Tax Issues; Special Events Grants; Use of QR Codes; Short-Term Rentals; Waivers of Fees, Taxes, and Assessments; Law Enforcement Trust Fund Requirements; Surplus after Foreclosure Sale; Public Records Exemptions; Various Personnel Issues; Process Serving Issues; Bond Requirements; Tree Abuse and Improper Pruning; Height Variance for Landfill; Independent Contractor Requirements;; Changes to Federal Law regarding Diversity, Equity, and Inclusion; New Laws Impacting Municipal Contracts; Telecommunications Shot clock Issues; Response to Resistance; Use of Force; Marsy's Law; Public Camping and Sleeping questions; Public Records and Anonymity; Sunshine Law; Trademark Usage; Ordinance Advertising and Notice Requirements; Economic Development Incentive Grants; Construction Retainage Amounts; Ethics Laws; Voting

Conflicts; Lobbying; Quasi-Judicial Proceedings; Surtax Questions; Records Retention and Destruction Questions; Right-of-Way Transfer Requirements; Unity of Title Requirements; Questions about Non-Profit Status; Land Swaps; ERC Water Impact Fees; Inflow and Infiltrations; Breach of Contract Questions; Piggyback Agreement Questions; Questions about Insurance Requirements for Agreements; Notarization Requirements; Lobbyist Registration Questions; Questions about Firearms and Public Places; and Requirement for Businesses to be Registered to Do Business in Florida. Addressed new Marchman Act reporting requirements; Addressed Baker Act and RPOs; Alarm fire monitoring; Altered tags and seizures; Ambulance services accreditation (CAAS); Assisted with contract disputes, implementation, and termination; Assisted Animal Control Officer with numerous investigations and violations; Assisted with Police Standard Operating Procedures development and revisions; Assisted with Procurement documents and contract drafting and review; Assisted with Vinkemulder neighborhood plan process and overlay ordinance development; Body worn cameras policies; Broward Adult Civil Citation Program and Unhoused persons; Butterfly Festival Project assistance and signage issues; Canvassing; Fire Department policies; Charter Amendment Referendum education, strategy, goals, and schedule; City Clerk Referendum Election; City Hall access, restrictions, and related protocols; CJIS Memorandum; Various claims; Creek Armor & Alert System; Digital signature security issues; DOGE Issues; Donations and Sponsorship Policy; EEOC Claims; Financial policy re: Investigative Cost Recovery Procedures; Fire Accreditation; Firefighter Bill of Rights; First Amendment Audit issues; Flock Safety; Fraternization Policy; Hurricane

Milton State and County orders and related legislative repercussions; ICR finalization; IT security and vulnerability evaluations; K-9 policies and procedures; Life Saving Phoenix Award Policy; Occupant safety grant; Patient billing issues for Fire; Police Re-accreditation; Policy 623 re: Search Warrants; Policy change re: SWAT Callouts; Property & evidence re: return of property; ROW maintenance issues for Public Works and Utilities and Engineering; School Cone Speed Detection Program including Redspeed cameras, infrastructure, easements, licenses, and implementation; Sexual predators; short term rentals; social media policies, issues, and protocols; Solid Waste Authority Master Plan; Special event permitting; Surtax projects-South Creek Neighborhood improvement; Training and officers re: Hatzalah Emergency Medical Services; Trespass programs and signage for various sites; Unsafe structures notices, procedures, and appeal procedures, Water/wastewater utilities acceptance and close out documents; Worked with Parks and Recreation to develop Butterfly Stage Use Policy; and Police Detail Requests. Issued Legal Bulletins related to City issues, policies and directives, including: Marchman Act Legal Bulletin; Election Legal Bulletin; Extensive research agricultural exemption issues, breadth, and applicability; E-bikes; ethics, issue spotting and Board and Commission Ethics Training; Grand Jury; Sexual Predators and Perception; Monarch Hill Pre-Litigation Research; Part Time SROs; Resistance Analysis; Legislatively required operational changes; expenditure of public funds; service animals; use of military service ADA grievance procedures; Direct threat; Medical Marijuana regulation; damages remedies; Artificial turf; Expectation of privacy; First Amendment; Charter Review issues; Elected Officials rights and infringement of

rights; Level 2 background screening; Appellate Rules of Procedure; Temporary Injunctive Relief; Zoning issues; Building and Fire Code life safety issue; Governmental property leasing and taxes; homeschooling, tutoring, and school requirements; City obligation for private roadways; paid military leave; usage and liabilities re artificial intelligence; Right to Farm Act; Business Tax Receipt requirements and preemptions; Public meeting decorum, public comment requirements and strategies; permissible uses of LETF funds; Published legal bulletin re: Marijuana case; Published legal bulletin re: Child Custody; and Published legal bulletin re: Administrative order on drugs sent by SAO. Development application review and project assistance, including MainStreet; Taco Bell; Strada; Telecom and Small Cell applications; Oak Trails; Greystar; Fifth third Bank; North Broward Preparatory School; Texas Roadhouse; and Lakeside Park. The City Attorney's Office also attended several Ambassador Meetings, Cultural Series, Do the Right Thing, and Lunch Bunch Meetings.

In fact, the City Attorney's Office reviewed and responded to over 5,525 general items and held regular Legal Services Meetings with the Departments of Sustainable Development, Utilities and Engineering, Public Works, City Manager's Office, City Clerk's Office, and Finance and Administrative Services regarding pending issues requiring ongoing legal advice.

Highlights:

Highlights of the past year include:

1. The Seventeenth Judicial Circuit Court and Fourth District Court of Appeals Dismissed Petitioner's Petition for Writ of Certiorari in the Henri Hage, et. al. v. City of Coconut Creek and Greystar Appellate case.

2. Taco Bell of America v. City of Coconut Creek Appellate case was voluntarily dismissed after the City filed its Response to Petitioner's Writ of Certiorari appealing City's decision.
3. Worked with City Staff and Outside Counsel on Chapter 120 (DOAH) and Chapter 163 (Circuit Court) Challenges to Broward County's Ordinances providing for horizontal and vertical expansion of landfill and Chapter 164 Intergovernmental Dispute Resolution process (which resulted in a successful compromise outside of the time referenced in this memorandum).
4. Worked with City Staff and the Applicant to draft a Complex Master Development Agreement and Exchange of Real Property Agreement and associated Cost Sharing Term Sheet for the MainStreet @Coconut Creek Development.
5. Successfully Facilitated 13 Charter Review Board Meetings.
6. Terrill received the Florida League of Cities Home Rule Hero Award for 2025.

In conclusion, it has been my pleasure to serve the City Commission and City staff over the last year. Thank you for your continued support of me and my department. Please contact me if you have any questions or wish to discuss any of these items.

cc: Sheila N. Rose, City Manager

CITY ATTORNEY EVALUATION

1. **MANAGEMENT/ADMINISTRATION** - Office is well-run, organized, efficient and productive.

☐Excellent ☐Good ☐Acceptable ☐Unacceptable

Comments:

2. **SUPERVISION** – Employees are well-trained and supervised.

☐Excellent ☐Good ☐Acceptable ☐Unacceptable

Comments:

3. **COMMISSION RELATIONS** – Inspires confidence; is accessible; is accepted by Commission.

☐Excellent ☐Good ☐Acceptable ☐Unacceptable

Comments:

4. **RESEARCH** – Provides thorough, complete response to problems.

☐Excellent ☐Good ☐Acceptable ☐Unacceptable

Comments:

5. **JUDGMENT (Practical)** — Provides practical solutions to difficult problems; uses common sense; knows priorities.

☐Excellent ☐Good ☐Acceptable ☐Unacceptable

Comments:

6. **JUDGMENT (Legal)** – Recognizes issues; is creative and able to provide innovative legal ideas and approaches.

☐Excellent ☐Good ☐Acceptable ☐Unacceptable

Comments:

7. **KNOWLEDGE OF FIELD** – Has developed competence in field of specialization; can give answers to questions with certainty; incorporates changing rules and precedent in practice.

☐Excellent ☐Good ☐Acceptable ☐Unacceptable

Comments:

8. **DEPENDABILITY** – Handles matters with minimum supervision; is reliable; is careful; fulfills responsibilities; completes assignments; follows up; is punctual.

☐Excellent ☐Good ☐Acceptable ☐Unacceptable

Comments:

9. **WORK DEDICATION** — Is industrious, enthusiastic, willing; turns out high-quality work; is highly motivated.

☐Excellent ☐Good ☐Acceptable ☐Unacceptable

Comments:

10. **RELATIONSHIP WITH STAFF** – is cooperative, responsive, reasonable, and tactful; is accepted by staff.

☐Excellent ☐Good ☐Acceptable ☐Unacceptable

Comments:

11. **RELATIONSHIP WITH PUBLIC** – is cooperative, reasonable, and tactful; is accepted by the public.

☐Excellent ☐Good ☐Acceptable ☐Unacceptable

Comments:

12. **INTEGRITY** – Is honest, is sensitive to ethical issues and avoids actual or apparent impropriety.

☐Excellent ☐Good ☐Acceptable ☐Unacceptable

Comments:

13. **EFFICIENCY** – Accomplishes goals and tasks efficiently, delegates work when appropriate with clear and complete instructions; uses support staff efficiently.

☐Excellent ☐Good ☐Acceptable ☐Unacceptable

Comments:

14. **GENERAL COMMENTS-**

Signature of Evaluator

Evaluation Period

Date