



**CITY OF COOPER CITY
CITY COMMISSION MEETING
OCTOBER 10, 2019 at 6:30 PM**

1. PLEDGE OF ALLEGIANCE

Mayor Ross opened the meeting at 6:30 PM and Andrew Torres and Sofia Bernal-Seventi from Cooper City Elementary lead the assembly in the Pledge of Allegiance.

2. ROLL CALL

Present were Commissioner's Pulcini, Meltzer, Green, Curran and Mayor Ross.

3. CHANGES TO AGENDA/EMERGENCY MATTERS

Move Item 9-b to be heard sooner.

4. ANNOUNCEMENTS/PRESENTATIONS

The Commission made the following announcements:

- Cooper City Open Play Chess continues each Saturday from 9:00 AM to 11:00 AM at the Pool & Tennis Center with the Mayors Chess Challenge on each third Saturday. Instruction is available. For more information, call 954-434-7300. The next Mayor's chess challenge will be held at by the City of Tamarac on Saturday November 2, 2019 from 10:00 AM to 12:00 PM at the Tamarac Community Center located at 8601 West Commercial Blvd. The City of Lauderhill will host on Saturday November 16, 2019 from 9:30 AM to 1:00 PM located at 5581 W. Oakland Park Blvd.
- Join Commissioner Meltzer for a Walk in the Park on Wednesdays at 6:30 PM at Flamingo West Park.
- The 2020 Census will be sending out representatives to canvas neighborhoods in Broward County on October 18, 2019.
- The Community Book Swap will be held tomorrow October 11, 2019 at the Community Center at 6:00 PM.
- Tickets go on sale for the Annual Daddy Daughter Dinner Wednesday, October 23, 2019 at 8:00 AM. The dinner will be held on Saturday November 23, 2019 at 6:30 PM at the Cooper City High School. Contact Brandon at the Community Center for more information at 954-434-4300 Ext. 272.

- Trick or Treat Shop to Shop will be held on Saturday October 26, 2019 at Countryside Shops. Contact Brandon at 954-434-4300 Ext. 272 for more information.
- Operation Medicine Cabinet and Shred-a-thon will be held at the Cooper City BSO District Office located at 10580 Stirling Road on Saturday November 16, 2019 from 10:00 AM to 1:00 PM.
- The 12th Annual Cooper City/Davie Community Autism Awareness Day will be held on Sunday November 24, 2019 at the Cooper City District 28 Fire Station from 2:00 PM to 4:00 PM.
- Upcoming Commission Meetings: Regular Commission meeting on Tuesday October 22, 2019. Novembers regular meetings will be held on November 5, 2019 and November 19, 2019 Commission meetings are scheduled at 6:30 PM in the City Hall Auditorium located at 9090 SW 50 Place.

The Commission made the following announcements:

- a. Mayor Ross was recognized for his appointment as Chair of the Federal Action Strike Team
- b. Debbie Curran from Pioneer Middle School and Modestina Cariati from Cooper City High School accepted a Proclamation for National School Lunch Week – **Mayor Ross**
- c. BSO officers were recognized for years of Service – **Commission**
- d. Denise Yoezle accepted the award for Davie Magazine’s 2019 Best Free Event Award for Founders Day at the Park.

5. PUBLIC SPEAKING

a. Open Public Meeting

Brett Rosenberg, 5200 SW 90th Ave spoke on his concerns with commercial vehicle violations. He also spoke on the 30-day leniency on certain issues.

David Nall, spoke on concerns he received from contractors and wants the City to become more business friendly. He also spoke on a sign on Stirling Road for a new Chabad and has not heard anything about the new development.

Jen Goldfarb, 11869 SW 55 St, asked the City’s plan for the City Manager position.

Mayor Ross said the position is open resumes have been received.

b. Agenda Concerns

None.

6. POLICE CHIEF’S REPOR

Police Chief Cates advised we currently have two sergeant vacancies, three deputy vacancies and one CSA vacancy. The lieutenant vacancy will be filled Monday and within the next couple of weeks, we will receive some sergeants.

A reckless vehicle was reported on October 9, 2019 near University Drive near Monterra. The vehicle was stolen and the suspects fled the vehicle went east and they were not located. The past 2 weeks school traffic operations have been ongoing. During the 2 weeks close to 600 citations were issued. Chief also gave a crime report. This past week we had some vehicle burglaries in Rock Creek and Flamingo West Park. A subject was identified for the burglaries at Flamingo West Park and he should be in custody soon. The agency started the Park Walk and Talk initiative where officers go talk to residents and businesses owners. Over 630 Park Walk and Talks were conducted from July to September and Cooper City was number one out of all districts.

Commissioner Pulcini asked why BSO Cooper City was active on University Road in Davie.

Chief Cates said the call came out at the exit from Monterra and they have county jurisdiction.

7. FIRE CHIEF'S REPORT

Chief Cates advised October is Breast Cancer Awareness Month so the firefighters will be wearing Pink. It is also Fire Prevention month so the fire prevention programs are being held. On October 5, 2019 and October 6, 2019 the front of the station was lit red in honor of fallen brothers and sisters in the fire services. On Saturday October 19, 2019 the CERT team will be present at the 5-K Walk, Run Roll. The Santa Program signup will be held Monday December 2, 2019 at Fire Station 28. Santa will make visits on Saturday December 14, 2019 and Sunday December 15, 2019. Lastly, the residents may notice in the next months the hydrant's maintenance program will be active.

8. CONSENT AGENDA

a. Minutes

1. Commission Budget Workshop Minutes of July 11, 2019
2. Regular Commission Meeting Minutes of July 16, 2019
3. Regular Commission Meeting Minutes of August 20, 2019

b. Resolutions

1. Resolution 19-10-1 – Utilities

A RESOLUTION OF THE CITY OF COOPER CITY, FLORIDA, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE A WATER AND SEWER DEVELOPER'S AGREEMENT WITH MOIEN MOHAMED AT 3820 NW 94 AVENUE, ROYAL PALM RANCHES, COOPER CITY AND PROVIDING FOR AN EFFECTIVE DATE.

MOTION: To approve Consent Agenda. **Moved by Commissioner Meltzer. Seconded by Commissioner Curran. All aye on roll call vote. Motion passed.**

9. RESOLUTIONS

a. Resolution 19-10-2 – Administration

City Attorney Horowitz read "A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF COOPER CITY, FLORIDA; RE-ESTABLISHING A PUBLIC SAFETY ADVISORY BOARD AND PROVIDING FOR ITS DUTIES AND RESPONSIBILITIES; RE-APPOINTING BOARD MEMBERS; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE" by title.

MOTION: To approve Resolution 19-10-2 **Moved by Commissioner Curran. Seconded by Commissioner Pulcini. No vote called.**

Commissioner Curran asked that the scope of work be laid out for the board.

Commissioner Pulcini said he believes the issue was they did not meet enough.

Commissioner Meltzer asked when we would we develop the scope. He wants them to help manage vacancy reports, give input when the City is appointing members to the police and fire pension board, participate in developing some community risk standards for fire protections, and help form recommendations related to public safety services.

Commissioner Green, asked Mr. Lynn for insight.

Interim City Manager Lynn has no specific direction for the board right now. They do need specific tasks.

Commissioner Green asked when he might have tasks.

Interim City Manager Lynn said after the contract is put into place.

Ryan Shrouder said due to the PSAB we were able to increase the police staffing minimums from 5 to 6. The Board also saw the noncompliance issues with the Charter schools. He stated that with a more define path the Board can help in more ways.

Mayor Ross would like to place this item on the agenda in November to discuss scope and move from 10 to 5 members.

MOTION: To defer Resolution 19-10-2. **Moved by Commissioner Green. Seconded by Commissioner Curran. All aye on roll call vote. Motion passed.**

b. Resolution 19-10-3 - Mayor Ross

City Horowitz read "A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF COOPER CITY, FLORIDA, RENAMING THE CITY'S SPORTS COMPLEX THE "SUELLEN H. FARDELMANN SPORTS COMPLEX" AFTER FORMER MAYOR SUELLEN FARDELMANN, IN ACCORDANCE WITH SECTION 2-7 OF THE CITY OF COOPER CITY CODE OF ORDINANCES; RECOGNIZING MAYOR FARDELMANN'S YEARS OF SERVICE TO THE CITY; DIRECTING THE APPROPRIATE CITY OFFICIALS TO TAKE ANY AND ALL ACTION NECESSARY TO EFFECTUATE THE INTENT OF THIS RESOLUTION; PROVIDING FOR

CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE" by title.

Commissioner Pulcini thanked Mrs. Fardlemann on her service.

Commissioner Meltzer thanked Mrs. Fardlemann for her service and this is well deserved.

Commissioner Green thanked Mrs. Fardlemann for her professionalism, dignity and class. He thanked her for everything she has done.

Mayor Ross said he spoke to Mrs. Fardlemann before becoming Mayor and she propelled Cooper City. He feels honored to serve as Mayor after her. He thanked Mrs. Fardlemann.

Commissioner Curran thanked Mrs. Fardlemann for letting him drive her in the parade and for her handwritten notes to all the children. He is honored to do this with her.

MOTION: To approve Resolution 19-10-3
Moved by Mayor Ross. Seconded by Commissioner Green. All aye on roll call vote. Motion passed.

Mrs. Fardlemann spoke on Chief Caruso and his great works. She said when she sees her name she will see the names of everyone she worked with. She also spoke on her parents and her husband. She will drive by the park and see the names of several people who influenced her life. She thanked the Commission and is honored to receive the accomplishment.

10. REGULAR AGENDA

a. Presentation by Human Resources Compensation Consultants and approval of an update compensation plan, position descriptions and departmental re-organization - **Administrative Services/ Administration**

Katie Busch from HRCC gave a presentation on the pay plan update. They use job framework methodology to complete the plan. In the public sector there is base pay and benefits. HRCC's focus was the pay piece. HRCC collected data from surrounding agency's to compare pay grades and ranges.

Commissioner Meltzer asked what the criteria was for going to the specific cities.

Ms. Busch answered they looked at proximity, job likeness and size. Commissioner Meltzer said there are two municipalities that are similar to Cooper City but they were not included.

Ms. Busch said they could add those in the future.

Mayor Ross asked why Miami Dade was included.

Ms. Busch answered it is important to know what is being paid on the North end.

Commissioner Pulcii would have liked to see the actual data.

Ms. Busch said its balance with the eternal equity not necessarily the numbers. Internal Equity is the internal job alignment. It is the placement of the position into the job structure.

Commissioner Pulcini asked if some positions are universal.

Ms. Busch said every organization staffs differently. It is important to understand internal equity and the labor market data.

Ms. Busch said that the pay structure in general was still strong with minor adjustments with a 2% shift. Only five positions require a bigger shift.

Commissioner Green asked if the pay plan is not updated that some employees may look elsewhere as others may be in line with pay grades.

Ms. Busch said it depends what their actual pay is. However, it is possible overtime they may want to leave.

Commissioner Green said the pay tweaks assure employees are compensated at the appropriate levels.

Mayor Ross asked what 2% is cost wise.

Ms. Busch said all of employees are already in the ranges. Only two positions need adjusted. Potential pay equity adjustments should be budgeted for.

Mayor Ross asked what it would cost to the City.

Ms. Busch answered \$1,500.

Ms. Busch said the current pay ranges on average is at 101.9. It is within the comfort zone.

Commissioner Pulcini asked how many are paid over and under midpoints.

Ms. Busch she does not have that exact information. The average comp ratio is derived by every person.

Commissioner Curran asked if longevity places a factor.

Ms. Busch answered no.

Commissioner Curran said it does not take into account COLAS and longevity.

Ms. Busch said pay ranges are designed to capture skill sets.

Commissioner Pulcini asked if she considered the health insurance and pensions.

Ms. Busch answered she looked at what goes into someone's pocket.

Commissioner Pulcini said that benefits should be taken into account as we pay have better benefits than other cities.

Ms. Bush said she looks at the value of the job and the skill set. She said employees look at pay first and then benefits.

Commissioner Meltzer asked when was the last time the pay ranges decreased.

Ms. Busch in 2009 and 2010 there were decreases.

Commissioner Meltzer asked if we are having trouble filling vacant positions.

Mrs. Sims said there was an issue with the Assistant Finance Director due to salaries.

Commissioner Curran said many employees wear several hats. He disagrees with the analysis of the health benefits. He said he fully understands the plan and he will support the item.

Ms. Busch said the first item in implementing the plan is to move the two employees that are below the range.

MOTION: To update the compensation plan pursuant to the presentation.
Moved by Commissioner Curran. Seconded by Commissioner Green. Commissioners Pulcini and Meltzer, No. Commissioners Green, Curran and Mayor Ross, Yes. Motion passed.

MOTION: To approve the job descriptions separately.
Moved by Commissioner Curran. Seconded by Commissioner Green.

Commissioner Meltzer asked if this is for succession planning.

Mrs. Sims answered yes.

Commissioner Pulcini asked if the position is needed.

Mrs. Sims said the position is there not necessarily to fill.

MOTION: To approve the job description Senior Planner.
Moved by Commissioner Curran. Seconded by Commissioner Green.
All aye on roll call vote. Motion passed.

Ms. Sims said the customer service supervisor left the City and reorganization was made to allow more accounting oversight on the Utility billing side.

Commissioner Curran asked if this will increase staff in Finance.

Mrs. Walker said they will decrease Finance by 1.5 positions.

Commissioner Curran asked if Finance will be able to monitor the BSO contract.

Mr. Lynn does not anticipate any problems.

Mayor Ross asked if operational and financially if we will be able to monitor the contract.

Mr. Lynn answered he does expect any issues and no staffing issues will cause problems.

MOTION: To approve the job description Senior Accountant
Moved by Commissioner Pulcini. Seconded by Commissioner Green.
All aye on roll call vote. Motion passed.

MOTION: To approve the job description Budget Analysis.
Moved by Commissioner Green . Seconded by Commissioner Pulcini.
All aye on roll call vote. Motion passed.

Commissioner Pulcini had concerns about the pay range.

Mr. Lynn will still be City Clerk. The organization chart reflects chain of command.

Commissioner Pulcini asked if this was budgeted for.

Mr. Lynn answered it is in the budget.

Commissioner Pulcini said the risk is that if the City Manager is hired they can hire a new assistant.

Mayor Ross said this is a succession plan that he has been asking for.

Commissioner Meltzer said that a new City Manager could hire an assistant of his choice.

Commissioner Curran said a new City Manager could change any director he can. He said this position is a definite that someone steps into the City Manager position if needed.

Commissioner Meltzer asked why we could not wait until the permanent City Manager is in place.

Commissioner Curran asked how many applications we have received.

Mrs. Sims answered three.

Mayor Ross said he has been speaking of the assistant city manager position for years.

Mayor Ross said the City Manager is hired by the Commission so they control what happens with that position. What approach will they use.

Commissioner Pulcini said we just passed a budget and now we are passing dollar amounts without knowing the affects.

Mrs. Sims said we only one employee that will increase. This plan is a cost savings item as Finance will be saving \$30,000 will the reorganization plan.

Commissioner Curran said there have been six positions eliminated, were they all planned in the budget.

Mrs. Walker said the capital projects manager was not included in the budget.

MOTION: To approve the job description Assistant City Manager/City Clerk/Director of Administrative Services.

Moved by Commissioner Green. Seconded by Commissioner Curran. Commissioners Pulcini and Meltzer, No. Commissioners Green, Curran and Mayor Ross, Yes. Motion passed.

Commissioner Meltzer said this looks like a solid plan.

MOTION: To reorganize the Finance Department and the reporting of departments to the Assistant City Manager.

Moved by Commissioner Meltzer. Seconded by Commissioner Curran. All aye on roll call vote. Motion passed.

MOTION: To affirm Kathryn Sims as the Assistant City Manager. **Moved by Commissioner Curran. Seconded by Commissioner Green. Commissioner Meltzer, No. Commissioners Pulcini, Green, Curran and Mayor Ross, Yes.**

b. Approval of five easement agreements with the Central Broward Water Control District – **Utilities**

MOTION: To approve five easement agreements with the Central Broward Water Control District **Moved by Commissioner Green. Seconded by Commissioner Meltzer. All aye on roll call vote. Motion passed.**

c. Motion to approve the Audit Services Committee's recommendation to enter into an agreement with GLSC & Company, PLLC. for audit services– **Finance**

Commissioner Pulcini said he was not happy with the process in the future he wants to review the process.

Mayor Ross asked if Mrs. Walker if she worked with this company before and did she have any input on the decision.

Mrs. Walker answered yes and no.

MOTION: To approve the Audit Services Committee's recommendation to enter into an agreement with GLSC & Company, PLLC. for audit services. **Moved by Commissioner Green. Seconded by Commissioner Pulcini. All aye on roll call vote. Motion passed.**

d. Motion to approve the award of Fireworks Display to Firepower Fireworks in the amount of \$12,000 annually for three years – **Public Works**

Commissioner Curran said it is a great show every year.

MOTION: To approve the award of Fireworks Display to Firepower Fireworks in the amount of \$12,000 annually for three years. **Moved by Commissioner Curran . Seconded by Commissioner Green. All aye on roll call vote. Motion passed.**

**e. Discussion on the re-creation of the Finance Advisory Board –
Commissioner Meltzer**

Commissioner Meltzer said the board looked at fee structures and looked into an emergency line of credit. He would like them to add input to the future budget and maybe convene at the beginning of the year.

Commissioner Pulcini would like to make this a five person Board as well.

Commissioner Curran thinks five members will cause a quorum problem.

Commissioner Pulcini would like the Board to be more independent and not have Finance at every meeting. He also agrees to give them Board time.

Commissioner Green asked Mrs. Walker to weigh in.

Mrs. Walker would like the board to switch to more of a budget advisory board to meet in April.

Commissioner Curran asked Jen Goldfarb her opinion.

Jen Goldfarb, said they have other tasks so meeting in January would be more beneficial.

Commissioner Curran asked if she is okay working independent from the Finance Department.

Ms. Goldfarb said they might need Finance for their viewpoint. Emails slow down the process. She would rather have a representative from the Finance department attend.

Mayor Ross said he wants to make sure the Board has a scope and direction. He also believes staff should attend. He also said that 5 members could work better as both the FAB and PSAB boards may want to work together.

Commissioner Pulcini said PSAB brought additional work that benefited the city.

Mayor Ross said staff should be present to keep the Board in the scope and assist with ideas.

Commissioner Curran asked if staff needs to attend in January.

Commissioner Pulcini suggested staff attended as needed.

Mrs. Sims advised every Board has a staff liaison.

MOTION: To recreate the Finance Advisory Board to 5 members with a scope and a start date in January. **Moved by Commissioner Meltzer. Seconded by Commissioner Pulcini. Commissioners Pulcini, Meltzer and Mayor Ross, Yes. Commissioners Green and Curran, No. Motion passed.**

11. ORDINANCES ON FIRST READING

None.

12. CITY MANAGER REPORT

None.

13. CITY ATTORNEY REPORT

14. ITEMS TO BE PLACED ON NEXT AGENDA

Mayor Ross would like the Scope for Finance Board and PSAB on the November meeting.

15. COMMISSIONERS' CONCERNS/REPORTS

Commissioner Pulcini thanked the residents for staying and thanked the Interim City Manager.

Commissioner Green hoped all had a great Yom Kippur.

16. ADDITIONAL PUBLIC COMMENTS (2 MINUTES)

Jimmy Goulet asked if we paid the consultants for the pay plan.

Mayor Ross said we hire consultants to avoid an appearance of impropriety. It is important with job descriptions and salary has to have accurate numbers. They were hired within the City managers preview.

Mayor Ross said this consultant told us we were doing well, this will last for 3 years, and he wants employees to feel they are being paid comparable.

Brett Rosenberg spoke on his concerns with code issues and code enforcement.

Mayor Ross said that he cannot reconstruct BSO but he can not hire Code Enforcement. He said we can outsource or use volunteers. He does see issues arise on social media. The code enforcement officers are in the audience and hear concerns. He also said Palm Avenue fences need addressed and 90th Avenue needs to be addressed. He asked Chief Caruso to address the concerns of Mr. Rosenberg.

Commissioner Meltzer thanked Mr. Rosenberg for speaking and he asked Captain Cates and code to be more proactive than reactive.

Commissioner Curran said he has passed homes with commercial vehicles in the driveways. He said that quality of life needs to fair with all.

Commissioner Green said the issue is the code itself. The discussion needs to include looking at the code with input from residents to address concerns. He also thanked Mr. Rosenberg for speaking.

Ryan Shrouder said its code issues are complex and code did increase from three officers to four. He spoke on the pay scale consultant and his concern that benefits were not looked into. He also had concerns in that we are looking to cut Police and Fire but we approved a pay plan.

Mayor Ross said not one member on the dais has said they wanted to cut police or fire. The difficulty is that BSO has never given us the proper numbers, timing, and verifications. We are also getting charged differently than other cities.

Mr. Shrouder said that we need to make sure it is clear that we are doing everything we can to not cut police and fire.

Commissioner Curran said the increase is \$800 and we are in the middle.

Mr. Shrouder said he hears mixed messages.

Jennifer Goldfarb spoke on her concern with the pay plan. She spoke on Davie and what their employees pay for healthcare. She had concerns that the consultant not looking at benefits. She also asked how many employees the finance department had in 2016. She also asked about codes being placed on the agenda.

City Attorney Horowitz said his office and Mr. Wood have been working on code revisions.

Ms. Goldfarb also spoke on the increase in health care costs.

Lynn Duvall advised she's been with the City for 25 years. She said some things stated by Mr. Rosenberg were not true. She said she got a call near the time of Hurricane Dorian approaching that there were bricks on a roof and on A Sunday went to the home in her pajamas took photos and she went first thing the next morning. She said she lives here and works diligently. She said she cares about her job and she would like to invite the Commission to ride with her.

Mayor Ross said that all deputies can work along with Ms. Duvall to assist in code.

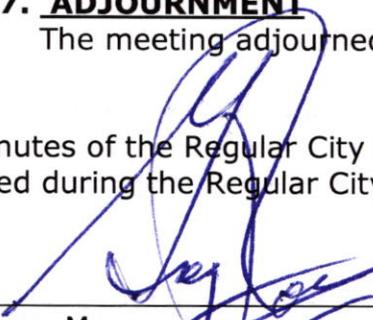
Mark Reeale, first congratulated Mrs. Fardlemann and then advised Code is governed by chapter 162 by the Florida Statutes. Code has to notify the violator giving him a reasonable time to comply and correct the violation, and that is for all. Along with deputies, code will continue to strive to keep the neighborhoods maintained.

Mayor Ross thanked the code officers for what they have done and what they will do in the future.

17. ADJOURNMENT

The meeting adjourned at 9:10 PM.

The minutes of the Regular City Commission Meeting of October 10, 2019 were approved during the Regular City Commission Meeting of November 19, 2019.



Greg Ross, Mayor



Kathryn Sims, City Clerk

NOTICE: This meeting is open to the public. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact the Office of the City Clerk, 954-434-4300 ext. 220, not later than two days prior to such proceeding. One or more members of the City of Cooper City Advisory Boards may be in attendance and may participate at the meeting. Anyone wishing to appeal any decision made by the Cooper City Commission with respect to any matter considered at such meeting or hearing will need a record of the proceedings and, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Agenda items may be viewed online at www.coopercityfl.org or at the Office of the City Clerk, City of Cooper City, 9090 SW 50 Place, Cooper City, Florida, 33328, 954-434-4300