



CITY COMMISSION MEETING AGENDA

City Commission Chambers

September 9, 2025

7:00 PM

Please join the meeting via Zoom
<https://us06web.zoom.us/j/81307422724>

Please join the meeting via telephone:
1 305 224 1968 or 1 309 205 3325
Meeting ID: 813 0742 2724



Mayor Veronica Edwards Phillips - Vice Mayor Tycie Causwell
Commissioner Easton K. Harrison - Commissioner Karlene Maxwell-Williams - Commissioner Sharon Thomas



City of Lauderdale Lakes City Commission Meeting

Welcome to the City Commission Meeting

We are pleased that you have demonstrated an interest in the City of Lauderdale Lakes by attending a City Commission Meeting. We hope that you enjoy the meeting and will attend more of these meetings in the future.

GENERAL RULES AND PROCEDURES FOR PUBLIC PARTICIPATION AT CITY COMMISSION MEETINGS:

Please turn off or silence your cell phones. Any person requiring Auxiliary Aids and services must contact the City Clerk's Office at 954-535-2705 at least 24 hours prior to the meeting.

If you or someone you know is hearing or speech impaired, please call Florida Relay Service at 1-800-955-8770 or 8771.

- **Who May Speak** - Any individual who wishes to address the City Commission may do so providing it is accomplished in an orderly manner and in accordance with the procedures outlined in Sec. 2-54 (2) of the Code of Ordinances.
- **Petitions From the Public** - Per Section 2-54 of the Code of Ordinances, each person desiring to petition the City Commission will be allotted 5 minutes under the applicable order of business for the City Commission meeting. Petitions from the Public shall not exceed 30 minutes in aggregate time. The Mayor at his/her discretion may allow more time than the allotted time.
- **Speaking on items not on the Agenda** - Each person who wishes to address the City Commission must sign in with the City Clerk before 7:00 p.m. by completing the Petition from the Public form, located on the podium, outside of the City Commission Chambers.

The City Commission Meeting is a business meeting and as such, please conduct yourselves in a respectful and professional manner, both in tone of voice, as well as, choice of words.

Please direct your comments to the City Commission as a body through the presiding office and not to the audience or individual City Commissioner.

As your City Commission, we will abide by the debate and decorum rules which provides for each City Commissioner to speak 10 minutes at a time on each subject matter. After every Commissioner have spoken, the Mayor will provide for other comments.

The above represents a summarization of the rules and procedures as adopted by Ordinance. Copies of the Code Section related to rules and procedures are available from the City Clerk's office.



City of Lauderdale Lakes

Office of the City Clerk

4300 Northwest 36 Street - Lauderdale Lakes, Florida 33319-5599

(954) 535-2705 - Fax (954) 535-0573

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1. **CALL TO ORDER**
 2. **ROLL CALL**
 3. **INVOCATION AND PLEDGE OF ALLEGIANCE**
 - A. INVOCATION PROVIDED BY REVEREND BANCROFT WILLIAMS, MERRELL UNITED METHODIST CHURCH
 - B. PLEDGE OF ALLEGIANCE
 4. **PROCLAMATIONS/PRESENTATIONS**
 - A. PRESENTATION - LEGISLATIVE UPDATE BY THE CITY'S LOBBYIST MAURICE J. KURLAND OF ALCADÉ & FAY, LTD.
 - B. PRESENTATION - LEGISLATIVE UPDATE BY THE CITY'S LOBBYIST RONALD BOOK OF RONALD L. BOOK, P.A.
 - C. PRESENTATION - CODE ENFORCEMENT EMPLOYEE GRADUATION
 - D. PRESENTATION - RECOGNIZING LOCAL FOOD BANKS (SPONSORED BY COMMISSIONER THOMAS)
 - E. PROCLAMATION - RECOGNIZING FEEDING SOUTH FLORIDA (SPONSORED BY COMMISSIONER THOMAS)
 - F. PROCLAMATION - CELEBRATING FARMSHARE (SPONSORED BY COMMISSIONER THOMAS)
 - G. PROCLAMATION - CELEBRATING LAUDERDALE LAKES SCHOOLS FOR RECEIVING A/B SCHOOL GRADES (SPONSORED BY COMMISSIONER HARRISON)
 - H. PROCLAMATION - CELEBRATING NATIONAL DIAPER NEED AWARENESS WEEK (SPONSORED BY COMMISSIONER HARRISON)
 5. **APPROVAL OF MINUTES FROM PREVIOUS MEETING**
 - A. JULY 21, 2025 CITY COMMISSION WORKSHOP MINUTES
 - B. JULY 22, 2025 CITY COMMISSION MEETING MINUTES
 - C. JULY 30, 2025 BUDGET WORKSHOP MINUTES
 - D. AUGUST 6, 2025 SPECIAL CITY COMMISSION MEETING MINUTES
 6. **PETITIONS FROM THE PUBLIC**
 7. **CONSIDERATION OF ORDINANCES ON SECOND READING**
 8. **CONSIDERATION OF ORDINANCES ON FIRST READING**
 9. **CONSIDERATION OF RESOLUTIONS ON CONSENT AGENDA**

- A.** RESOLUTION 2025-107 ACCEPTING AN ANNUAL DONATION TO THE CITY OF LAUDERDALE LAKES FROM WESTWAY TOWING, INC., IN THE AMOUNT OF TEN THOUSAND DOLLARS (\$10,000.00) PER FISCAL YEAR TO SUPPORT CERTAIN CITY EVENTS TO BE DETERMINED BY THE CITY COMMISSION

This resolution formally accepts the annual donation from Westway Towing, Inc., to the City for various events that occur annually.

- B.** RESOLUTION 2025-108 IN ACCORDANCE WITH ARTICLE XIII, SECTION 82-358 (D) OF THE LAUDERDALE LAKES PROCUREMENT CODE, AND PURSUANT TO THE TERMS AND CONDITIONS OF THE INTERLOCAL PURCHASING SYSTEM (TIPS) COOPERATIVE PROGRAM CONTRACT NO. 210303, TELEPHONE AND COMMUNICATIONS DATA SYSTEMS AND SOLUTIONS, BY AND BETWEEN THE CITY OF LAUDERDALE LAKES AND RING CENTRAL, INC., AUTHORIZING AND PROVIDING FOR THE PAYMENT OF AN INVOICE (CD_001138791) FOR FISCAL YEAR 2025 IN AN AMOUNT NOT TO EXCEED TWENTY SIX THOUSAND, SIX HUNDRED AND THIRTY-ONE DOLLARS AND EIGHTY-ONE CENTS (\$26,631.81) AND FURTHER AUTHORIZING AND PROVIDING FOR PURCHASE OF ADDITIONAL LICENSES FOR THE CITY'S UPGRADED TELEPHONE SYSTEM, IN AN AMOUNT NOT TO EXCEED THIRTY THOUSAND DOLLARS AND NO/100 (\$30,000.00) FOR ANNUAL COST OF LICENSES AND SERVICES

This resolution authorizes the purchase of additional licenses for the City's Upgraded Telephone System in accordance with the terms and condition of the Interlocal Purchasing System (TIPS) Cooperative Program Contract 210303, Telephone and Communications Data Systems and Solutions, from RingCentral, Inc., in an amount of \$30,000.

- C.** RESOLUTION 2025-109 AUTHORIZING THE PURCHASE OF SOFTWARE SUBSCRIPTIONS FROM SHI INTERNATIONAL CORP., IN ACCORDANCE WITH ARTICLE XIII, SECTION 82-358 (D) OF THE LAUDERDALE LAKES PROCUREMENT CODE, AND PURSUANT TO THE TERMS AND CONDITIONS OF THAT CERTAIN ALTERNATE CONTRACT SOURCE NO. 43230000-23-NASPO-ACS, SOFTWARE VALUE ADDED RESELLER, AND EXECUTED CONTRACT NO. CTR060028, SOFTWARE VALUE-ADDED RESELLER (MASTER CONTRACT), COMPETITIVELY PROCURED BY THE STATE OF ARIZONA, IN AN AMOUNT NOT TO EXCEED FORTY THOUSAND DOLLARS (\$40,000.00) PER FISCAL YEAR, INCLUDING A FIVE PERCENT (5%) CONTINGENCY FOR A TOTAL AMOUNT OF FORTY TWO THOUSAND DOLLARS (\$42,000.00)

This resolution authorizes the purchase of software subscriptions with SHI International Corporation in amount not to exceed \$42,000.00.

10. CONSIDERATION OF RESOLUTIONS ON REGULAR AGENDA

- A.** RESOLUTION 2025-110 APPROVING THE ADDITION OF THE FLORIDA LICENSING ON WHEELS (FLOW) EVENT TO THE CITY'S SPECIAL EVENT CALENDAR (SPONSORED BY COMMISSIONER MAXWELL-WILLIAMS)

This resolution approves the addition of the Florida Licensing on Wheels (FLOW) event to the City's Special Event Calendar for fiscal year 2025-2026 as an official initiative by Commissioner Maxwell-Williams to be launched in October 2025. The dates and time of the event will be confirmed subsequent to confirmation with the Florida Division of Motor Vehicles.

- B.** RESOLUTION 2025-111 AUTHORIZING AND APPROVING THE ADOPTION OF TRAILHEAD PARK BY THE KIWANIS CLUB OF LAUDERDALE LAKES UNDER THE CITY'S ADOPT-A-PARK PROGRAM, TO BE ADMINISTERED BY THE PARKS AND HUMAN SERVICES DEPARTMENT FOR THE PURPOSE OF MAINTAINING THE SAFE AND CLEAN ENVIRONMENT OF CITY-OWNED PARKS (SPONSORED BY COMMISSIONER MAXWELL-WILLIAMS)

This resolution authorizes and approved the Kiwanis Club of Lauderdale Lakes to adopt Trailhead Park as part of the City's Adopt-A-Park Program. The Adopt-A-Park Program is administered by the City of Lauderdale Lakes through the Parks and Human Services Department. The program is designed to encourage community engagement, promote environmental stewardship, and assist in maintaining clean, safe, and welcoming public parks.

- C.** RESOLUTION 2025-112 APPROVING THE FY 2026 GROUP INSURANCE BENEFITS FOR

ELECTED OFFICIALS AND ELIGIBLE EMPLOYEES

This resolution authorizes the City to renew its group insurance plans for Fiscal Year 2026.

D. RESOLUTION 2025-113 APPROVING THE ADDITION OF THE DIAPER DISTRIBUTION EVENT TO THE CITY OF LAUDERDALE LAKES' ("CITY") SPECIAL EVENTS CALENDAR FOR FISCAL YEAR 2024-2025 (SPONSORED BY COMMISSIONER HARRISON)

This resolution approves the addition of the Diaper Distribution Event to the City of Lauderdale Lakes' ("city") special events calendar for fiscal year 2024-2025 as an official initiative by Commissioner Easton K. Harrison.

- 11. CORRESPONDENCE**
- 12. REPORT OF THE MAYOR**
- 13. REPORT OF THE VICE MAYOR**
- 14. REPORTS OF THE CITY COMMISSIONERS**
- 15. REPORT OF THE CITY MANAGER**
- 16. REPORT OF THE CITY ATTORNEY**
- 17. ADJOURNMENT**

PLEASE TURN OFF ALL CELL PHONES DURING THE MEETING

If a person decides to appeal any decision made by the Board, Agency, or Commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she 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. (FS 286.0105)

Any person requiring auxiliary aids and services at this meeting may contact the City Clerk's Office at (954) 535-2705 at least 24 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by using the following numbers: 1-800-955-8770 or 1-800-955-8771.

Any invocation that is offered before the official start of the commission meeting shall be the voluntary offering of a private person, to and for the benefit of the commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the commission or the city staff, and do not necessarily represent their individual religious beliefs, nor are the views and beliefs expressed by an invocation speaker intended to suggest the city's allegiance to or preference for any particular religion, denomination, faith, creed or belief. Persons in attendance at the city commission meeting are invited to stand during the opening invocation and Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered. You may exit the city commission chambers and return upon completion of the opening invocation if you do not wish to participate in or witness the opening invocation.

Mayor Veronica Edwards Phillips - Vice Mayor Tycie Causwell
Commissioner Easton K. Harrison - Commissioner Karlene Maxwell-Williams - Commissioner Sharon Thomas

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact:

Contract Requirement:

Title
JULY 21, 2025 CITY COMMISSION WORKSHOP MINUTES
Summary
Staff Recommendation

Background:

Funding Source:

Fiscal Impact:

Sponsor Name/Department:

Meeting Date: 9/9/2025

ATTACHMENTS:

Description	Type
<input type="checkbox"/> July 21, 2025 City Commission Workshop Minutes	Minutes



City of Lauderdale Lakes
Office of the City Clerk
4300 Northwest 36 Street - Lauderdale Lakes, Florida 33319-5599
(954) 535-2705 - Fax (954) 535-0573

CITY COMMISSION WORKSHOP MINUTES
City Commission Chambers
July 21, 2025
5:00 PM

1. CALL TO ORDER

Mayor Edwards Phillips called the July 21, 2025, City Commission Workshop to order at 5:00 p.m.

2. ROLL CALL

PRESENT

Mayor Veronica Edwards Phillips
Vice Mayor Tycie Causwell
Commissioner Easton Harrison
Commissioner Karlene Maxwell-Williams

ABSENT

Commissioner Sharon Thomas (appeared virtually)

ALSO PRESENT

Acting City Manager Venice Howard
Acting City Attorney Janeil Morgan
Deputy City Clerk Pav Benasrie-Watson
City Staff

3. DISCUSSION

REVIEW OF THE JULY 22, 2025 CITY COMMISSION MEETING AGENDA

CONSIDERATION OF RESOLUTIONS ON CONSENT AGENDA

Item 9.A. RESOLUTION 2025-087 AWARDING AND AUTHORIZING THE MAYOR AND THE DEPUTY CITY CLERK TO EXECUTE AND ATTEST, RESPECTIVELY, THAT CERTAIN CONTRACT NO. 25-3110-13R TO KIMLEY-HORN AND ASSOCIATES, INC., TO PROVIDE PROFESSIONAL ENGINEERING DESIGN SERVICES FOR THE CITYWIDE TRAFFIC CALMING PROJECT IN VARIOUS LOCATIONS WITHIN THE CITY OF LAUDERDALE LAKES IN THE AMOUNT NOT TO EXCEED FOUR HUNDRED THIRTY-SIX THOUSAND NINE HUNDRED FIFTY-FOUR DOLLARS AND 49/100 (\$436,954.49)

Ronald Desbrunes, Public Works Director, stated that on April 23, 2024, the City Commission approved an agreement (Resolution #2024-033) with the State of Florida Department of Transportation to provide funding in the amount of \$437,143 for the design of Citywide traffic Calming - Various locations project. The project consists of the installation of traffic control devices such as roundabouts, raised intersections, speed humps at the following locations within the city: NW 24th Street (Eastgate) NW 34 Street (Northgate) NW 35th Avenue (Northgate) NW 41 Street (Oakland Estates) NW 33 Street (Westgate). A Request for Qualification (RFQ24-3110-10Q) was advertised on August 23, 2024. Four (4) proposals were

received. An evaluation committee ranked the proposals based on consultant qualification, experience, results and timeline. After review and processing, the top 3 consultants were Kimley-Horn and Associates, Johnson Mirmiran & Thompson and Craven Thompson and Associates. After receiving concurrence from the Florida Department of Transportation (FDOT), Procurement Services conducted contract negotiations with the top ranked consultant, Kimley-Horn and Associates, Inc. and agreed on a final cost in the amount of \$436,954.49 to provide professional engineering design services.

Item 9.B. RESOLUTION 2025-088 AUTHORIZING THE MAYOR AND THE ACTING CITY MANAGER TO EXECUTE THE THIRD AMENDMENT TO THE TRANSPORTATION SYSTEM SURTAX INTERLOCAL AGREEMENT BETWEEN BROWARD COUNTY, BROWARD METROPOLITAN PLANNING ORGANIZATION AND MUNICIPALITIES IN BROWARD COUNTY

Mr. Desbrunes stated that on September 11, 2018, the City Commission approved Resolution #2018-083 authorizing the execution of an Interlocal Agreement (ILA) with Broward County and the Broward County Metropolitan Planning Organization (MPO) to provide funding for transportation and premium transit projects identified in the MPO's commitment 2045 MTP (Metropolitan Transportation Plan), the 5 year TIP (Transportation Improvement Program) and municipal roadway CIP projects that will improve safety, reduce congestion and advance multimodal mobility options for residents and visitors. On July 9, 2019, the City Commission adopted Resolution No. 2019-072 approving the first Amendment to Transportation System Surtax Interlocal Agreement which removed the responsibility for prioritizing rehabilitation and maintenance projects (R&M) from MPO staff to Broward County. The second Amendment, approved by City Commission on February 9, 2021, through Resolution 2021-019, set the MPO's criteria for evaluation, ranking and recommendation for future capital projects; outline the County's process for evaluation and ranking of R&M projects; and document a process for funding capital projects. Due to delays in reviewing, processing and providing funding for projects, municipalities across the County, through the Broward County City Managers' Association (BCCMA), have expressed concerns regarding the process and requested changes to the County's requirements for municipal surtax-funded projects. The attached third amendment was initiated by BCCMA in coordination with Broward County, Broward Metropolitan Planning Organization and all municipalities.

Mr. Desbrunes further stated that the most notable change to the third amendment includes the following: Address the status of the remaining Cycle 1 Projects and the ability of County to terminate such projects that are not under a Surtax Funding Agreement; Reprioritize the current distribution of Transportation Surtax funding to Municipalities among Community Shuttle, Capital Projects, and Rehabilitation and Maintenance (R&M) Projects; Provide for a new Formula-based Funding model for R&M Projects and On-Demand Transportation during County Fiscal Years 2026 to 2032, subject to availability of Transportation Surtax funding; Streamline the process by which projects funded by the Transportation Surtax are placed under Surtax Funding Agreements; Redefine the eligibility criteria for certain project elements such as lighting, drainage, decorative elements; Introduction of a Grant Match Program which allowed to seek Transportation Surtax funds for use toward required local match amounts in connection with state or federal grant funding; Redefine Municipal CIP and R&M projects to facilitate eligibility of stand-alone sidewalks, bike paths, and greenways used for transportation.

Item 9.C. RESOLUTION 2025-089 AUTHORIZING THE ACTING CITY MANAGER TO APPLY RETROACTIVELY TO JULY 1, 2025, FOR THE FY 2025 COPS HIRING PROGRAM THROUGH THE U.S. DEPARTMENT OF JUSTICE OFFICE OF COMMUNITY ORIENTED POLICING SERVICES (COPS OFFICE), FOR THE PURPOSE OF FUNDING TWO (2) SWORN LAW ENFORCEMENT OFFICER POSITIONS

Heidi Brocks, Budget Officer, stated that The U.S. Department of Justice, through its Office of Community Oriented Policing Services (COPS Office) announced the FY 2025 COPS Hiring Program (CHP). The City, through consensus of the City Commission at the June 9, 2025 Workshop, submitted an application by the deadline of July 1, 2025. This application is for the hiring of two (2) sworn officers. The COPS Hiring Program offers up to 75% funding for entry-level salary and fringe benefits for a three-year period for newly hired or rehired officers, with a minimum 25% local match requirement. Additionally, the program requires grantees to retain any officer positions awarded for at least one year beyond the federal

funding period. This competitive grant program provides funding to law enforcement agencies to hire or rehire sworn law enforcement officers in support of community policing strategies. The City submitted an application under the FY 2025 CHP to request funding for the hiring of two (2) fulltime sworn law enforcement officers. These positions will be dedicated to enhancing the City's community policing efforts, with a focus on increasing visibility, improving public trust, and addressing localized public safety concerns.

Item 9.D. RESOLUTION 2025-090 AUTHORIZING THE ACTING CITY MANAGER TO SUBMIT AN APPLICATION TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY ("FEMA") FOR THE FY 2024 STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE ("SAFER") GRANT PROGRAM, RETROACTIVE TO JULY 3, 2025

Ms. Brocks stated that The FY 2024 SAFER Program is one of three grant programs that constitute the Department of Homeland Security (DHS) and the Federal Emergency Management Agency's (FEMA) focus on enhancing the safety of the public and firefighters with respect to fire and related hazards. The City, through consensus of the City Commission at the June 23, 2025 Workshop, submitted an application FEMA GO website by the deadline of July 3, 2025. The Staffing for Adequate Fire and Emergency Response Grants (SAFER) was created to provide funding directly to fire departments and volunteer firefighter interest organizations to help them increase or maintain the number of trained, "front line" firefighters available in their communities. The goal of SAFER is to enhance the local fire departments' abilities to comply with staffing, response and operational standards established by the NFPA. Since FY 2005, the SAFER Program has awarded approximately \$5.8 billion in grant funding to provide critically needed resources to hire new, additional firefighters (or to change the status of part-time or paid-on call firefighters to full-time firefighters). The FY 2024 SAFER Program will award another \$324 million to an estimated 300 eligible fire departments and volunteer firefighter interest organizations to assist fire departments in increasing the number of firefighters to meet industry minimum standards and attain 24-hour staffing to provide adequate fire protection from fire and fire-related hazards.

Ms. Brocks stated the following:

Hiring Cost Share (for paid departments):

Year 1–2: FEMA pays 75%

Year 3: FEMA pays 35%

Number of Officers Requested: 13 (this is the amount needed to deploy another rescue truck over 3 shifts)

Duration of Grant: 3 years

Federal Share: \$3,337,370.40 over the three (3) year period

Estimated City Contribution: \$2,074,581 over the three (3) year period

If the grant is awarded then a firetruck will be needed for accommodations.

Commissioner Maxwell-Williams asked if FEMA will be providing assistance with the purchase of the fire truck.

Ms. Brocks stated that the grant will not allow for the purchase of the equipment but she will look to see what grants are available.

Mayor Edwards Phillips inquired as to the cost for a new rescue truck.

BSO Fire Chief Charles Hackett stated that the cost for a new fire rescue truck is approximately \$670,000. It can be purchased outright for a lesser amount or it can be leased to purchase or just leased. There is a 2-3 year wait for the truck. BSO will provide a truck until the new truck is ready.

Commissioner Thomas asked if there is a cost associated with the BSO truck.

Chief Hackett stated that BSO has spare trucks they can loan to the City at no cost.

Item 9.E. RESOLUTION 2025-091 AUTHORIZING THE MAYOR AND ACTING CITY MANAGER TO EXECUTE AN AMENDMENT TO FLORIDA RESILIENT GRANT AGREEMENT WITH B&Z DIVING SERVICES, LLC FOR THE CANAL 4 REHABILITATION PROJECT AS IS REQUIRED PER

RESILIENT FLORIDA PROGRAM

Masqood Nasir, City Engineer, stated that the City applied and was awarded a grant in the amount of \$1,500,000 under the Florida Resilient Program for Canal Rehabilitation in October 2021. The grant funds were accepted by Resolution 2022-117 in November 2022. The Florida Department of Environmental Protection (FDEP) has since made procedural changes to all their agreements for improved efficiency and oversight and needs to amend the agreement. The grant expires on June 30, 2026. Funds from this grant are currently being used to stabilize Canal #4 along NW 41st Street and will be used on other canals until the funding is depleted. Staff recommends that the City Commission authorize the amendment to the Agreement with B&Z Diving Services, LLC for Canal-4 as is required per Resilient Florida Program.

Item 9.F. RESOLUTION 2025-092 CANCELLING THE CITY COMMISSION WORKSHOP SCHEDULED FOR AUGUST 11, 2025 AND AUGUST 25, 2025, AND THE REGULAR CITY COMMISSION MEETINGS SCHEDULED FOR AUGUST 12, 2025 AND AUGUST 26, 2025

There was no discussion on this item.

CONSIDERATION OF RESOLUTIONS ON REGULAR AGENDA

Item 10.A. RESOLUTION 2025-093 ADOPTING A PRELIMINARY RATE FOR STORMWATER SERVICES FOR FISCAL YEAR 2026 AND SETTING A DATE FOR A PUBLIC HEARING TO ESTABLISH THE FINAL RATE AND ASSESSMENT ROLL

Susan Gooding-Liburd, Financial Services Consultant, stated that the Stormwater assessment fees were established for the purposes of maintaining and funding the Stormwater Management Program. In order for the Broward County Property Appraiser (BCPA) to provide these billing services, it is necessary for the City to certify an assessment roll and establish the rate information. This resolution authorizes the City staff to provide to BCPA the certified property roll and preliminary rate structure for stormwater services prior to the August 4, 2025 deadline. The rate and public hearing date will be published on the Truth in Millage (TRIM) notice. A public hearing to set the final rate is scheduled for the September 15, 2025 City Commission Meeting.

Item 10.B. RESOLUTION 2025-094 ADOPTING A PRELIMINARY RATE FOR SOLID WASTE SERVICES FOR FY 2025/2026

Ms. Gooding-Liburd stated that the proposed FY 2026 Solid Waste is \$272.00 per residential parcel. This rate is reflected in Exhibit A, and it generates \$1,455,472 in revenues for Fiscal Year 2026. This resolution establishes the preliminary rates for solid waste service charges to be collected through the Broward County Property Appraiser's Office (BCPA) only. In order for the BCPA to provide the billing and collection services, it is necessary for the City to certify an assessment roll and establish the rate information. The City will bill and collect surcharges collectable from single family residences, including optional "back door" pick up services for a limited number of property owners. This resolution authorizes the City staff to provide to BCPA the certified property roll and preliminary rate structure for solid waste services prior to the August 4, 2025 deadline. The rate and public hearing will be published on the TRIM. A public hearing to set the final rate is scheduled for the City Commission Meeting on September 15, 2025.

Item 10.C. RESOLUTION 2025-095 ADOPTING THE PRELIMINARY FIRE-RESCUE SERVICES ASSESSMENT RATES FOR FISCAL YEAR 2026 AND SETTING A DATE FOR A PUBLIC HEARING TO ESTABLISH THE FINAL RATES FOR FIRE RESCUE SERVICES

Ms. Gooding-Liburd stated that the proposed resolution directs staff to certify the preliminary rate information contained in Exhibit A of the resolution to the Broward County Property Appraiser's (BCPA) Office before the August 4, 2025 deadline. The rate and public hearing will be published on the TRIM notice. A public hearing to set the final rate is scheduled for the September 15, 2025, City Commission Meeting. Fire Assessment Rate Information: It should be noted that this resolution maintains the existing fire rescue assessment rate schedule. The rates recommended for preliminary certification for FY 2026 year are based upon the amount needed to fund the contract with the Broward Sheriff's Office for all fire

response and suppression efforts.

Item 10.D. RESOLUTION 2025-096 ADOPTING A TENTATIVE MILLAGE RATE FOR FISCAL YEAR 2026 ESTABLISHING OF A ROLLED-BACK RATE AND SETTING A DATE FOR A PUBLIC HEARING ON THE PROPOSED OPERATING AND DEBT SERVICE MILLAGE RATES

Ms. Gooding-Liburd stated that following the provisions of the Florida Statutes 200.065 regarding Truth in Millage (TRIM), certain actions are required of the City. According to the local government TRIM timetable, the taxing authority (CITY) shall advise the BCPA of the proposed millage, rolled-back rate, and date, time, and place of the first Public Budget Hearing within thirty-five (35) days of receipt of the certified taxable values. In order to meet the time schedule, the City Commission should adopt a proposed millage rate and notify the BCPA no later than August 4, 2025 to be levied on all taxable properties for general operations. It should be noted that this resolution sets a proposed millage rate of 8.6000 mills for operating purposes. The resolution also includes a proposed millage rate of .4910 for the voted debt service. Therefore, the total proposed millage rate will be 9.0910. Operating Millage Rate 8.6000 (no change from prior year rate) Debt Service Millage Rate .4910 no change from prior year's rate) 9.0910 (no change from prior year's rate) The rolled-back rate, calculated at 8.0424 will require the City's advertisement to show a tax increase of 6.93% above the rolled-back rate if the recommended millage rate of 8.6000 is set. The voted debt service rate is not included in this calculation. This resolution also establishes the date, time, and place of the first Public Budget Hearing on the proposed millage rate.

Item 10.E. RESOLUTION 2025-097 AUTHORIZING A CONTRACT FOR THE INTERIM FINANCIAL SERVICES CONSULTANT

Venice Howard, Acting City Manager, stated that the City has hired Susan Gooding-Liburd as the Interim Financial Services Consultant.

Item 10.F. RESOLUTION 2025-098 AUTHORIZING A CONTRACT FOR THE INTERIM HUMAN RESOURCES AND RISK MANAGEMENT DIRECTOR

Ms. Howard stated that the City has hired Tara Williams as the Interim Human Resources and Risk Management Director.

Item 10.G. RESOLUTION 2025-099 RATIFYING THE CITY MANAGER'S FILING OF THE CITY'S FISCAL YEAR 2025, PERIOD 8 (MAY) AND PERIOD 9 (JUNE); FINANCIAL ACTIVITY REPORT, AS PREPARED BY THE DEPARTMENT OF FINANCIAL SERVICES, FOR THE PURPOSE OF CONFORMING TO THE CITY'S ADOPTED FINANCIAL INTEGRITY PRINCIPLES AND FISCAL POLICIES

Ms. Gooding-Liburd reviewed the report for May which includes the General Fund operating at 49%: Ad Valorem Revenue is 99% of the budget or \$13,147,081; Franchise Taxes is 48% of the budget or \$1,822,447; Utility Taxes is 68% of the budget or \$2,257,778; Sales and Use Taxes is 56% of the budget or \$3,228,892; Service Revenue is 52% of the budget or \$989,453; Permits/Licenses/Insp Revenue is 9% of the budget or \$76,882; Fines & Forfeitures is 21% of the budget or \$140,725 and Miscellaneous Revenue is 6% of the budget or \$975,208. The General Fund Expenditure is operating at 40%: Mayor & City Commission Office is 45% of the budget or \$195,067; City Attorney is above target at 84% of the budget or \$517,229; City Clerk's Office is 56% of budget or \$292,616; City Manager Office is 60% of budget or \$720,231; Financial Services Department is 45% of the budget or \$925,626; General Administration is 10% of the budget or \$1,457,048; Human Resources & Risk Management is 59% of budget or \$235,404; Development Services is 34% of budget or \$509,845; Public Works is 48% of budget of the budget or \$1,542,364; Parks and Human Services is 50% of budget or \$1,779,082; City Boards are 25% of the budget or \$11,155; Gen. Fund Debt is 8% of the budget or \$96,178; BSO EMS is 66% of budget or \$2,911,676; BSO Police is 64% of budget or \$6,789,227 and Revenue Loss expenditures are \$545,022.

Ms. Gooding-Liburd reviewed the report for June which includes the General Fund operating at 52%: Ad Valorem Revenue is 99% of the budget or \$13,201,393; Franchise Taxes is 54% of the budget or \$2,041,246; Utility Taxes is 76% of the budget or \$2,536,653; Sales and Use Taxes is 63% of the budget

or \$3,635,838; Service Revenue is 52% of the budget or \$989,772; Permits/Licenses/Insp Revenue is 37% of the budget or \$327,058; Fines & Forfeitures is 24% of the budget or \$158,263; Miscellaneous Revenue is 6% of the budget or \$989,404. The General Fund Expenditure is operating at 49%: Mayor & City Commission Office is 53% of the budget or \$230,825; City Attorney is above target at 110% of the budget or \$680,641; City Clerk's Office is 63% of budget or \$328,477; City Manager Office is 67% of budget or \$807,635; Financial Services Department is 51% of the budget or \$1,050,319; General Administration is 13% of the budget or \$1,916,814; Human Resources & Risk Management is 89% of budget or \$352,529; Development Services is 39% of budget or \$588,962; Public Works is 55% of budget of the budget or \$1,739,729; Parks and Human Services is 57% of budget or \$2,001,535; City Boards are 29% of the budget or \$12,955; Gen. Fund Debt is 9% of the budget or \$106,605; BSO EMS is 82% of budget or \$3,646,461; BSO Police is 82% of budget or \$8,657,310 and Revenue Loss expenditures are \$576,796.

Item 10.H. RESOLUTION 2025-100 APPROVING AND AUTHORIZING THE ESTABLISHMENT OF A LIMITED-TIME AMNESTY PROGRAM FOR REDUCTION OF QUALIFYING CODE ENFORCEMENT LIENS

Tanja McCoy, Development Services Director, stated that over the past several years, the City has accumulated a growing number of code enforcement liens on properties that remain unresolved, many of which have accrued significant penalties due to prolonged noncompliance. These outstanding liens pose a barrier to property rehabilitation, real estate transactions, and community reinvestment. In response to these challenges within the City, staff has initiated the Amnesty Program as a strategic tool to encourage voluntary compliance and clear title issues while encouraging opportunities for economic recovery and neighborhood improvement while shaping a local policy tailored to the City's needs. This initiative is designed to encourage compliance, reduce the financial burden on property owners, and improve the City's ability to resolve longstanding liens. The Amnesty Program would provide a temporary opportunity for eligible homestead and non-homestead property owners to settle code enforcement liens at a significantly reduced rate, contingent upon meeting compliance benchmarks. The program aims to provide: Equitable relief to property owners facing liens; Incentivize compliance with municipal codes; Expedite the settlement of delinquent accounts and Maintain the integrity and deterrent effect of the code enforcement program.

Commissioner Harrison inquired as to the difference in this proposed resolution and the one that he submitted.

Ms. McCoy stated that the differences were the program duration, eligibility requirements, application fees for homestead and non-homestead properties, settlement percentage and duration of how long the property has to be in compliance.

Commissioner Maxwell-Williams stated that she is unable to follow along with the comparison because she did not have Commissioner Harrison's proposal.

Commissioner Thomas stated that she also did not have Commissioner Harrison's proposal.

Discussion ensued amongst the City Commission regarding the lien amnesty program, the reduction of qualifying of code enforcement liens, business tax receipts and inspection costs.

Commissioner Harrison asked if Ms. McCoy worked with the City Attorney on drafting the resolution.

Ms. McCoy confirmed that she did.

Commissioner Maxwell-Williams stated that several businesses have disregarded the violations for years.

Item 10.I. RESOLUTION 2025-101 APPROVING AND AUTHORIZING THE ESTABLISHMENT OF A COMPREHENSIVE LIEN REDUCTION PROGRAM TO ADDRESS CODE ENFORCEMENT LIENS THROUGH STRUCTURED REVIEW PATHWAYS

Ms. McCoy stated that over the past several years, the City has accumulated a growing number of code

enforcement liens on properties that remain unresolved, many of which have accrued significant penalties due to prolonged noncompliance. These outstanding liens pose a barrier to property rehabilitation, real estate transactions, and community reinvestment. In response to these challenges within the City, staff has initiated the Comprehensive Lien Reduction Program as a strategic tool to encourage voluntary compliance and clear title issues while encouraging opportunities for economic recovery and neighborhood improvement while shaping a local policy tailored to the City's needs. This initiative is designed to encourage code compliance while, reducing the financial burden on property owners, and improve the City's ability to resolve new as well as longstanding liens. The Comprehensive Lien Reduction Program will establish a formal process for reviewing and adjusting liens based on compliance status, property condition, and other qualifying factors for Homestead and Non Homestead property owner. The program aims to provide a procedural framework that will: Provide equitable relief to property owners facing liens; Incentivize compliance with municipal codes. Expedite the settlement of delinquent accounts; and Maintain the integrity and deterrent effect of the code enforcement program.

Item 10.J. RESOLUTION 2025-102 APPROVING AND AUTHORIZING THE MAYOR AND DEPUTY CITY CLERK TO EXECUTE AND ATTEST, RESPECTIVELY, THAT CERTAIN CODE ENFORCEMENT LIEN REDUCTION AND SETTLEMENT AGREEMENT BETWEEN THE CITY OF LAUDERDALE LAKES ("CITY") AND MARKETPLACE PLAZA, LLC ("SETTLEMENT AGREEMENT")

Ms. McCoy stated that the outstanding code enforcement lien on the subject property has created a barrier to its rehabilitation, limited its marketability in real estate transactions, and discouraged potential reinvestment. To address these challenges, City staff worked with the property owner to develop an equitable lien reduction agreement. This effort is intended to promote voluntary compliance, resolve title issues, and support economic recovery and neighborhood improvement in alignment with the City's goals.

4. DISCUSSION OF PROPOSED ORDINANCE(S)

5. ADDITIONAL WORKSHOP ITEMS

A. DISCUSSION REGARDING SUPPORTING THE NEWLY FORMED CHAMBER OF COMMERCE COMMITTEE FUTURE PLANS AND NEEDS IN THE ESTABLISHMENT OF THE LAUDERDALE LAKES CHAMBER OF COMMERCE (5:30 P.M. TIME CERTAIN)

Patrick Green, stated that the Chamber provides a diverse array of benefits designed to keep business owners informed about key issues and emerging trends that shape both the local marketplace and broader community. Lauderdale Lakes businesses, in particular, can enjoy enhanced visibility, capitalize on networking opportunities, and forge meaningful connections that foster growth and long-term success. A dedicated committee has now been established to continue the momentum. The committee's mission is to develop the foundational bylaws for the Lauderdale Lakes Chamber of Commerce, define the structure for an interim leadership team, and create a strategic roadmap to launch and maintain the Chamber's long-term success. The chamber is asking for the City to partner to cover the costs of \$5000 for 3 breakfasts. It will allow the chamber to promote the city on their website and banners and flyers.

Commissioner Thomas asked if the sponsorship is for 3 breakfasts for 3 months of Meet and Greet events.

Mr. Green stated that the events will allow businesses to attend and become members of the chamber.

Mayor Edwards Phillips asked if any of the businesses from the resource fair were contacted and if they are looking to join.

Mr. Green stated that some initial contact was made, however the chamber would like to provide value to them when they become members.

Commissioner Harrison asked if the funds for social media and a website have been covered.

Mr. Green stated that costs for those items have already been covered.

Commissioner Maxwell-Williams stated that she believes the chamber is a great idea and she supports the request.

B. ADVISORY BOARDS' PRESENTATION TO THE CITY COMMISSION (BUDGET ADVISORY COMMITTEE, MILITARY AFFAIRS BOARD, PARKS AND RECREATION ADVISORY BOARD, PLANNING AND ZONING BOARD AND SCHOOL ADVISORY BOARD) (6:00 P.M. TIME CERTAIN)

Chairperson Nethel Stephens provided an update on the Budget Advisory Committee.

Vice Chair John Davis provided an update on the Military Affairs Board.

Chairperson Cullen Bass provided an update on the Parks and Recreation Advisory Board.

Chairperson Nicole Hall provided an update on the Planning and Zoning Board.

Chairperson Joel McCray provided an update on the School Advisory Board.

C. DISCUSSION REGARDING FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) CONSULTANTS FOR MPO CSLIP CYCLE 5 (CITYWIDE SIDEWALK IMPROVEMENTS) PROJECT (6:30 P.M. TIME CERTAIN)

Mr. Nasir stated that the City submitted Citywide Sidewalk Improvements project to Broward County MPO and was ranked# 1 for funding. The fund includes the following:

Design FY26: \$300,890.00, Construction FY29: \$859,686.00 and CEI FY29: \$111,759.00 It is a federally funded project, and as such, the CCNA statute does not apply. As a result, the city is not permitted to select a design consultant from their existing continuing services contract libraries for federally funded projects. The City must procure a design consultant in accordance with 23 CFR Part 172 otherwise the city may use FDOT recommended design consultant. If the City decides to proceed with the FDOT District Four's recommended delivery method—utilizing the Department's continuing services contract, the City will not be responsible for completing the full federal procurement process. The District has completed the procurement of the design consultant. The City will not need to draft the RFQ, obtain LAP Certification at this time, issue the solicitation, and conduct shortlisting and selection procedures, all in compliance with federal regulations, all of which would otherwise need to be completed within a limited timeframe.

D. DISCUSSION REGARDING THE CITY OF LAUDERDALE LAKES HEALTHCARE BENEFITS ANALYSIS

Mike Gelin of the Gelin Benefits Group provided a Healthcare Benefits Analysis. Topics covered include healthcare trend increases, factors influencing trends, historical trend increases, factors influencing pharmacy trends, medial insurance carrier rate history, transition from insurance carrier to carrier, benefits of transitioning to Florida Blue, Florida Blue Renewal overview and financial impact and the renewal and open enrollment project timeline.

Commissioner Thomas stated that she sees some of the benefits of Florida Blue although she has heard some complaints. She is aware of the difficulty in getting carriers to cover the insurance.

E. DISCUSSION REGARDING APPROVING THE ADOPTION OF TRAILHEAD PARK BY THE KIWANIS CLUB OF LAUDERDALE LAKES UNDER THE CITY'S ADOPT-A-PARK PROGRAM, TO BE ADMINISTERED BY THE PARKS AND HUMAN SERVICES DEPARTMENT

Ericka Lockett, Director of Parks and Human Services, stated that at the February 22, 2022, Commission Meeting, the City Commission approved the creation of the Adopt-A-Park Program, administered by the Parks and Human Services Department. This program was established to

support the adoption and implementation of a community partnership initiative aimed at maintaining the safe, clean, and welcoming environment of city-owned parks. The program also introduced an application process for community organizations, businesses, and civic groups interested in adopting parks within the City. The Kiwanis Club of Lauderdale Lakes originally submitted an application to adopt Trailhead Park; however, at the time of submission, the park was still under construction. Following the official opening of Trailhead Park in April 2025, the Kiwanis Club expressed continued interest and formally resubmitted its application to adopt the park.

Commissioner Harrison stated that he is pleased with the progress and excited for this project.

F. DISCUSSION REGARDING UTILIZING THE DENNIS PROJECT FOR THE CONTINUATION OF THE SCIENCE, TECHNOLOGY, ENGINEERING, ARTS AND MATH (S.T.E.A.M) PROGRAM IN ACCORDANCE WITH THE CITY'S PROCUREMENT CODE, SEC 82-358 (A) (11) EDUCATIONAL OR ACADEMIC PROGRAMS IN AN AMOUNT NOT TO EXCEED THIRTY THOUSAND DOLLARS (\$30,000.00) FOR FISCAL YEAR 2026

Ms. Lockett stated that the City launched a pilot Science, Technology, Engineering, Arts, and Math (S.T.E.A.M) program for youth ages 6 to 18, which ran from October 2024 to March 2025 and utilized ARPA loss revenue allocation funds. This initiative provided hands-on learning experiences in robotics, coding, engineering, digital arts, and scientific exploration, fostering critical thinking and problem-solving skills among participants. The program successfully engaged youth in high-quality educational activities that prepared them for future academic and career opportunities in STEAM-related fields. This was a successful program that had a positive impact on the community. A total of \$24,000 was utilized for the pilot program's duration. At the February 12, 2024, City Commission Workshop, staff presented an overview of the pilot program, highlighting its positive outcomes. During this discussion, the City Commission was also presented with a request to reappropriate Human Services funding to support the program.

Commissioner Harrison and Commissioner Thomas stated that they are in favor of this program and is excited to see it continue.

G. DISCUSSION REGARDING THE PROCESS AND PROCEDURE FOR HIRING A NEW CITY MANAGER (SPONSORED BY MAYOR EDWARDS PHILLIPS)

Aazam Piprawala, Procurement Administrator, stated that to initiate the search, City staff published a Request for Proposal (RFP) on the DemandStar e-procurement platform on June 2, 2025. The solicitation aimed to attract qualified and experienced executive search firms that specialize in public sector recruitment, particularly at the City Manager level. The formal bid closed on July 2, 2025 at 10:30 am, with 11 responses received. Staff is thoroughly reviewing the packages to ensure that all vendors are "responsible and responsive". Before making a recommendation for award, staff will present a shortlist to the City Attorney for concurrence.

H. DISCUSSION REGARDING AUTHORIZING THE PURCHASE OF SOFTWARE SUBSCRIPTIONS FROM SHI INTERNATIONAL CORPORATION USING THE NASPO ALTERNATE CONTRACT SOURCE NO. 43230000-23-NASPO-ACS AND EXECUTED CONTRACT NO. CTR060028 COMPETITIVELY PROCURED BY THE STATE OF ARIZONA FOR SOFTWARE VALUE ADDED RESELLER PRODUCTS AND SERVICES PROVIDED BY THE APPLICABLE SOFTWARE PUBLISHERS AND MANUFACTURERS IN AN AMOUNT NOT TO EXCEED FORTY THOUSAND DOLLARS (\$40,000.00) PER FISCAL YEAR FOR SOFTWARE SUBSCRIPTIONS AND A CONTINGENCY OF FIVE PERCENT (5%) FOR ANY UPCOMING INCREASES FOR A FINAL AMOUNT OF FORTY TWO THOUSAND DOLLARS (\$42,000.00)

Mr. Piprawala stated that the City utilizes the services of SHI International Corporation to provide quality products, software and services provided by the applicable software publishers at competitively bid prices to meet the needs of the City. SHI International Corporation are distributors for some of the software subscriptions that the City currently uses, such as Sentinel One Antivirus, PRTG Network Monitoring software, Veeam Replication and Backup plus SolarWinds Dameware remote control. These applications are renewed annually. SHI International provides a

comprehensive range of IT products and services, including hardware, software, and managed IT solutions. They specialize in helping organizations optimize their technology investments and enhance their cybersecurity posture, serving clients across various sectors including public and private organizations. This contract source includes reseller services and service options to support commercial off-the-shelf (COTS) and software as a service (SaaS) based software needs. Categories of solutions under this alternate contract source are General Software and Microsoft Software. For each category, services related to the software purchase include, but are not limited to, installation, configuration, and maintenance; advisory services may also be offered. City Staff recommends using the NASPO Alternate Contract Source No. 43230000-23-NASPO-ACS and executed contract No. CTR060028. The City will continue to enjoy a premium discount price on various rates from the manufacturer for all products and services. City staff is requesting to utilize this cooperative contract in accordance with the City's Procurement Code, Section 82-358(D), which allows for Cooperative procurements.

I. DISCUSSION REGARDING AUTHORIZING THE PURCHASE OF ADDITIONAL LICENSES IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE INTERLOCAL PURCHASING SYSTEM (TIPS) COOPERATIVE PROGRAM CONTRACT NO. 210303, TELEPHONE AND COMMUNICATIONS DATA SYSTEMS AND SOLUTIONS FROM RINGCENTRAL, INC., IN AN AMOUNT NOT TO EXCEED THIRTY THOUSAND DOLLARS (\$30,000.00) FOR THE ANNUAL COST OF THE LICENSES AND SERVICES

Mr. Piprawala stated that in May 2022, the City's current telephone system was upgraded via Resolution 2022-046, for the purchase of equipment and annual cost for services and licenses. The previous telephone system is no longer supported by the manufacture Samsung and there are few components available if replacements are needed. The approved annual cost included a cost of Twenty-Four Thousand and Fifty-Eight dollars and Eighty Cents (\$24,058.80) with a 60-month agreement for the purchase of 108 licenses @ \$156.00+ applicable fees and surcharges per license. As a result of increase in staff, an additional of 5 licenses were purchased, which has caused the line item for licenses to increase to a current amount of \$26,631.81 annually. City staff is requesting approval of a conservative figure not to exceed of \$30,000.00 annually to cover any additional request by the city for additional licenses as staff increases. This approval will expire at the end of the 60-month term (6/12/2027). City staff is requesting to continue utilizing this contract in accordance with the City's Procurement Code, Section 82-358(d), which allows cooperative purchasing. The contract was awarded by The Interlocal Purchasing Cooperative Program, utilized a competitive selection process to award this contract for the period of May 31, 2021 through May 31, 2024, which has additional options to renew.

J. DISCUSSION REGARDING FIRST BAPTIST CHURCH PINEY GROVE BACK TO SCHOOL BASH USE OF THE CITY'S LOGO (SPONSORED BY MAYOR EDWARDS PHILLIPS)

Mayor Edwards Phillips stated that First Baptist Church Piney Grove will be hosting its annual back to school bash on August, 9, 2025 to serve local families by providing valuable resources, school supplies, and community connections as the new school year approaches, and requests permission to utilize the city's official logo in their promotional materials for the event. Additionally, they would like to invite the city to host a table to engage with the community and share important information.

Commissioner Harrison and Commissioner Maxwell-Williams stated that they were in support of this item.

K. DISCUSSION REGARDING HOSTING A FLORIDA LICENSING ON WHEELS (FLOW) EVENT AS A COMMISSIONER INITIATIVE (SPONSORED BY COMMISSIONER MAXWELL-WILLIAMS)

Commissioner Maxwell-Williams stated that the FLOW event will be hosted by the Florida Department of Highway Safety and Motor Vehicles through a mobile unit where the community can get their driver's license and license plates renewed along with another services. The schedule is still being set for their visit to the City.

L. DISCUSSION REGARDING USE OF VACANT GREENSPACE AT THE BELLA VISTA COMMUNITY FOR LAKES SPACE AS A COMMISSIONER INITIATIVE (SPONSORED BY

COMMISSIONER HARRISON)

Commissioner Harrison stated that he would like to utilize Lakes Space located in the Bella Vista community where the residents and others can come out and showcase their talent and pitch their businesses to gain support from the community. Bella Vista is on board with this initiative, and he is looking to have an event on November 8th. The showmobile will be used as a stage and outreach will be done to neighboring communities for talent.

Discussion ensued amongst the City Commission regarding available parking spaces and the exact location for the event.

Commissioner Harrison requested a goldenrod resolution for tomorrow night's City Commission meeting so he can begin planning the event.

M. DISCUSSION REGARDING DIAPER BANK DISTRIBUTION FOR NATIONAL DIAPER DISTRIBUTION WEEK (SPONSORED BY COMMISSIONER HARRISON)

Commissioner Harrison stated that the Greater Ft. Lauderdale Diaper Bank has an initiative where they give out diapers for free. He would like the City to host a distribution event on September 20th during National Diaper Week. There will be no associated costs to the City.

N. DISCUSSION REGARDING AN AMNESTY PROGRAM (SPONSORED BY COMMISSIONER HARRISON)

Commissioner Harrison stated that he has a draft proposal for consideration. The proposal is in line with what other cities in Broward County are currently doing and he believes that it will be valuable to the City. He believes that the settlement for 35% is too high for a lien amnesty program.

6. REPORTS

7. ADJOURNMENT

Being that there was no other business to come before the City Commission, the workshop adjourned at 8:32 p.m.

VERONICA EDWARDS PHILLIPS, MAYOR

ATTEST:

PAV BENASRIE-WATSON, CMC,
DEPUTY CITY CLERK

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact:

Contract Requirement:

Title
JULY 22, 2025 CITY COMMISSION MEETING MINUTES
Summary
Staff Recommendation

Background:

Funding Source:

Fiscal Impact:

Sponsor Name/Department:

Meeting Date: 9/9/2025

ATTACHMENTS:

Description	Type
<input type="checkbox"/> July 22, 2025 City Commission Meeting Minutes	Minutes



City of Lauderdale Lakes
Office of the City Clerk
4300 Northwest 36 Street - Lauderdale Lakes, Florida 33319-5599
(954) 535-2705 - Fax (954) 535-0573

CITY COMMISSION MEETING MINUTES
City Commission Chambers
July 22, 2025
7:00 PM

1. CALL TO ORDER

Mayor Edwards Phillips called the July 23, 2025, City Commission Meeting to order at 7:00 p.m.

2. ROLL CALL

PRESENT

Mayor Veronica Edwards Phillips
Vice Mayor Tycie Causwell
Commissioner Easton Harrison
Commissioner Karlene Maxwell-Williams

ABSENT

Commissioner Sharon Thomas (appeared virtually)

ALSO PRESENT

Acting City Manager Venice Howard
City Attorney Sidney Calloway
Deputy City Clerk Pav Benasrie-Watson
City Staff

3. INVOCATION AND PLEDGE OF ALLEGIANCE

There was a moment of silence.

The Pledge of Allegiance was recited.

4. PROCLAMATIONS/PRESENTATIONS

5. APPROVAL OF MINUTES FROM PREVIOUS MEETING

A. JULY 7, 2025 CITY COMMISSION WORKSHOP MINUTES

B. JULY 8, 2025 CITY COMMISSION MEETING MINUTES

Vice Mayor Causwell made a motion to approve the minutes from the July 7, 2025 City Commission Workshop and the July 8, 2025 City Commission Meeting.

Mayor Edwards Phillips requested a roll call:

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

6. PETITIONS FROM THE PUBLIC

Josh Levy spoke about the proposed lien reduction and amnesty program. He is representing 120 businesses from the Lauderdale Lakes Industrial Park. He spoke about the lack of a streamlined online processes and its effect on business owners.

Angie Weaver spoke about the difficulty in getting a business tax receipt.

Varoon Raghoonath spoke about the fines his business has incurred while trying to get in compliance.

Mr. Bordeaux spoke about the fines he is being charged pertaining to his property.

Alan Levy spoke about the code violations that resulted in liens in the Lauderdale Lakes Industrial Park. He is willing to partner with the City in order to get the fines lowered.

Stephen Palumbo spoke about the difficult permitting process and the lack of an electronic platform.

Jan Stolor spoke of the difficult business tax receipt process.

Craig Dittman spoke of the slow process involved in the business tax receipt and permits.

Matthew Sarelson inquired about how the process regarding the proposed lien reduction and amnesty program.

Patrick Green spoke the time frame and application fees mentioned in the proposed lien reduction and amnesty program. He asked that the item be tabled as the items is researched and discussed more.

Nicole Hall spoke about the slow process she experienced with the permitting process when she was getting a new roof.

Former Vice Mayor Mark Spence spoke about the condos owners who are struggling with increased HOA fees and special assessments.

7. CONSIDERATION OF ORDINANCES ON SECOND READING

8. CONSIDERATION OF ORDINANCES ON FIRST READING

9. CONSIDERATION OF RESOLUTIONS ON CONSENT AGENDA

- A.** RESOLUTION 2025-087 AWARDING AND AUTHORIZING THE MAYOR AND THE DEPUTY CITY CLERK TO EXECUTE AND ATTEST, RESPECTIVELY, THAT CERTAIN CONTRACT NO. 25-3110-13R TO KIMLEY-HORN AND ASSOCIATES, INC., TO PROVIDE PROFESSIONAL ENGINEERING DESIGN SERVICES FOR THE CITYWIDE TRAFFIC CALMING PROJECT IN VARIOUS LOCATIONS WITHIN THE CITY OF LAUDERDALE LAKES IN THE AMOUNT NOT TO EXCEED FOUR HUNDRED THIRTY-SIX THOUSAND NINE HUNDRED FIFTY-FOUR DOLLARS AND 49/100 (\$436,954.49)

This resolution awards and authorizes the Mayor and the Acting City Manager to execute a contract agreement with Kimley-Horn and Associates Inc., in the amount of \$436,954.49 to provide professional engineering design services for the Citywide Traffic Calming - Various locations project.

- B.** RESOLUTION 2025-088 AUTHORIZING THE MAYOR AND THE ACTING CITY MANAGER TO EXECUTE THE THIRD AMENDMENT TO THE TRANSPORTATION SYSTEM SURTAX INTERLOCAL AGREEMENT BETWEEN BROWARD COUNTY, BROWARD METROPOLITAN PLANNING ORGANIZATION AND MUNICIPALITIES IN BROWARD COUNTY.

This resolution authorizes the Mayor and the Acting City Manager to execute the third amendment to the Transportation System Surtax Interlocal Agreement between Broward County, Broward Metropolitan Planning Organization and municipalities in Broward.

- C.** RESOLUTION 2025-089 AUTHORIZING THE ACTING CITY MANAGER TO APPLY RETROACTIVELY TO JULY 1, 2025, FOR THE FY 2025 COPS HIRING PROGRAM THROUGH THE U.S. DEPARTMENT OF JUSTICE OFFICE OF COMMUNITY ORIENTED POLICING SERVICES (COPS OFFICE), FOR THE PURPOSE OF FUNDING TWO (2) SWORN LAW ENFORCEMENT OFFICER POSITIONS

This resolution authorizes the Acting City Manager to apply retroactively to July 1, 2025 to the U.S. Department of Justice, through its Office of Community Oriented Policing Services (COPS Office) for the hiring of two (2) sworn law enforcement officers.

- D.** RESOLUTION 2025-090 AUTHORIZING THE ACTING CITY MANAGER TO SUBMIT AN APPLICATION TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY ("FEMA") FOR THE FY 2024 STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE ("SAFER") GRANT PROGRAM, RETROACTIVE TO JULY 3, 2025

This resolution authorizes the Acting City Manager to submit an application to the Federal Emergency Management Agency (FEMA) for the FY 2024 Staffing for Adequate Fire and Emergency Response (SAFER) grant program, retroactive to July 3, 2025.

- E.** RESOLUTION 2025-091 AUTHORIZING THE MAYOR AND ACTING CITY MANAGER TO EXECUTE AN AMENDMENT TO FLORIDA RESILIENT GRANT AGREEMENT WITH B&Z DIVING SERVICES, LLC FOR THE CANAL 4 REHABILITATION PROJECT AS IS REQUIRED PER RESILIENT FLORIDA PROGRAM

This resolution authorizes the Mayor and Acting City Manager to execute an amendment to Florida Resilient Grant Agreement with B&Z Diving Services, LLC, for Canal 4 Rehabilitation Project.

- F.** RESOLUTION 2025-092 CANCELLING THE CITY COMMISSION WORKSHOP SCHEDULED FOR AUGUST 11, 2025 AND AUGUST 25, 2025, AND THE REGULAR CITY COMMISSION MEETINGS SCHEDULED FOR AUGUST 12, 2025 AND AUGUST 26, 2025

This resolution cancels the City Commission Workshops and City Commission Meetings scheduled for the month of August.

City Attorney Calloway read Resolutions 2025-087, 2025-088, 2025-089, 2025-090, 2025-091 and 2025-092 by title:

RESOLUTION 2025-087

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA; AWARDING AND AUTHORIZING THE MAYOR AND THE DEPUTY CITY CLERK TO EXECUTE AND ATTEST, RESPECTIVELY, THAT CERTAIN CONTRACT NO. 25-3110-13R TO KIMLEY-HORN AND ASSOCIATES, INC., TO PROVIDE PROFESSIONAL ENGINEERING DESIGN SERVICES FOR THE CITYWIDE TRAFFIC CALMING PROJECT IN VARIOUS LOCATIONS WITHIN THE CITY OF LAUDERDALE LAKES IN THE AMOUNT NOT TO EXCEED FOUR HUNDRED THIRTY-SIX THOUSAND NINE HUNDRED FIFTY-FOUR DOLLARS AND 49/100 (\$436,954.49); A COPY SAID CONTRACT AWARD IS ATTACHED HERETO AS **EXHIBIT A**; A COPY OF WHICH MAY BE INSPECTED IN THE OFFICE OF THE CITY CLERK; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

RESOLUTION 2025-088

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA AUTHORIZING THE MAYOR, ACTING CITY MANAGER, AND THE DEPUTY CITY CLERK TO EXECUTE AND ATTEST, RESPECTIVELY, THAT CERTAIN THIRD AMENDMENT TO AND RESTATEMENT OF THE TRANSPORTATION SYSTEM SURTAX INTERLOCAL AGREEMENT

BETWEEN BROWARD COUNTY, THE BROWARD METROPOLITAN PLANNING ORGANIZATION, THE CITY OF LAUDERDALE LAKES, AND OTHER MUNICIPALITIES IN BROWARD COUNTY, AS SET FORTH MORE FULLY IN THE THIRD AMENDMENT ATTACHED HERETO AS **EXHIBIT A**, AND A DRAFT COPY OF WHICH CAN BE INSPECTED IN THE OFFICE OF THE CITY CLERK; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

RESOLUTION 2025-089

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA; AUTHORIZING THE ACTING CITY MANAGER TO APPLY RETROACTIVELY TO JULY 1, 2025, FOR THE FY 2025 COPS HIRING PROGRAM THROUGH THE U.S. DEPARTMENT OF JUSTICE OFFICE OF COMMUNITY ORIENTED POLICING SERVICES (COPS OFFICE), FOR THE PURPOSE OF FUNDING TWO (2) SWORN LAW ENFORCEMENT OFFICER POSITIONS; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

RESOLUTION 2025-090

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA; AUTHORIZING THE ACTING CITY MANAGER TO SUBMIT AN APPLICATION TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY ("FEMA") FOR THE FY 2024 STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE ("SAFER") GRANT PROGRAM, RETROACTIVE TO JULY 3, 2025; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

RESOLUTION 2025-091

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA; AUTHORIZING THE MAYOR, AND ACTING CITY MANAGER TO EXECUTE AMENDMENT NO. 2 TO THE CONTRACT AGREEMENT #23-6310-14B BY AND BETWEEN THE CITY OF LAUDERDALE LAKES AND B&Z DIVING SERVICES, LLC D/B/A B&Z CONSTRUCTION, PROVIDING FOR INCORPORATION OF ATTACHMENT 8-B: CONTRACT PROVISIONS FOR STATE AND LOCAL FISCAL RECOVERY FUNDS ("SLFRF") AGREEMENTS, PURSUANT TO FEDERAL GRANT REQUIREMENTS UNDER THE FLORIDA RESILIENT PROGRAM; A DRAFT COPY OF AMENDMENT NO. 2 IS ATTACHED HERETO AS **EXHIBIT A**; A COPY OF WHICH MAY BE INSPECTED IN THE OFFICE OF THE CITY CLERK; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

RESOLUTION 2025-092

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA; CANCELLING CITY COMMISSION WORKSHOP MEETINGS CURRENTLY SCHEDULED FOR AUGUST 11, 2025, AND AUGUST 25, 2025, AND FURTHER CANCELLING THE CITY COMMISSION REGULAR MEETINGS CURRENTLY SCHEDULED FOR AUGUST 12, 2025, AND AUGUST 26, 2025; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

Vice Mayor Causwell made a motion to approve Resolutions 2025-087, 2025-088, 2025-089, 2025-090, 2025-091 and 2025-092.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

10. CONSIDERATION OF RESOLUTIONS ON REGULAR AGENDA

A. RESOLUTION 2025-093 ADOPTING A PRELIMINARY RATE FOR STORMWATER SERVICES FOR FISCAL YEAR 2026 AND SETTING A DATE FOR A PUBLIC HEARING TO ESTABLISH THE FINAL RATE AND ASSESSMENT ROLL

The resolution establishes the preliminary rates for the stormwater charges to be collected through the Broward County Property Appraiser (BCPA) only. The Stormwater rate is maintained at \$6.25 per month per equivalent residential unit (ERU) or \$75 per year. This rate will generate \$355,725 in revenues for this collection method for Fiscal Year 2026.

City Attorney Calloway read Resolution 2025-093 by title:

RESOLUTION 2025-093

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA, ADOPTING A PRELIMINARY RATE FOR STORMWATER UTILITY SERVICES FOR FY 2025/2026; PROVIDING FOR AN ESTIMATE OF STORMWATER UTILITY COSTS, A DRAFT COPY OF WHICH IS ATTACHED HERETO AS **EXHIBIT A**; PROVIDING FOR THE ADOPTION OF RECITALS; AUTHORIZING THE DATE, TIME, AND PLACE OF A PUBLIC HEARING TO CONSIDER AND ESTABLISH THE FINAL RATE AND TO ADOPT A NON-AD VALOREM ASSESSMENT ROLL; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

Vice Mayor Causwell made a motion to move Resolution 2025-093 to the floor for discussion.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

Susan Gooding-Liburd, Financial Services Consultant, stated that the Stormwater assessment fees were established for the purposes of maintaining and funding the Stormwater Management Program. In order for the Broward County Property Appraiser (BCPA) to provide these billing services, it is necessary for the City to certify an assessment roll and establish the rate information. This resolution authorizes the City Staff to provide to BCPA the certified property roll and preliminary rate structure for stormwater services prior to the August 4, 2025 deadline. The rate and public hearing date will be published on the Truth in Millage (TRIM) notice. A public hearing to set the final rate is scheduled for the September 15, 2025 City Commission Meeting.

Commissioner Maxwell-Williams made a motion to approve Resolution 2025-093.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

B. RESOLUTION 2025-094 ADOPTING A PRELIMINARY RATE FOR SOLID WASTE SERVICES FOR FY 2025/2026

This resolution establishes the FY 2026 Solid Waste collection fees. Solid waste collection rates are established in the franchise agreement between the City of Lauderdale Lakes and the City's waste hauler, Waste Management.

City Attorney Calloway read Resolution 2025-094 by title:

RESOLUTION 2025-094

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA, ADOPTING A PRELIMINARY RATE FOR SOLID WASTE SERVICES FOR FY 2025/2026 AS SET FORTH IN THE ATTACHED **EXHIBIT A**; PROVIDING FOR THE ADOPTION OF

RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; AUTHORIZING THE DATE, TIME, AND PLACE OF A PUBLIC HEARING TO RECEIVE AND CONSIDER COMMENTS FROM THE PUBLIC; PROVIDING AN EFFECTIVE DATE.

Commissioner Harrison made a motion to move Resolution 2025-094 to the floor for discussion.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

Ms. Gooding-Liburd stated that the proposed FY 2026 Solid Waste is \$272.00 per residential parcel. This rate is reflected in Exhibit A, and it generates \$1,455,472 in revenues for Fiscal Year 2026. This resolution establishes the preliminary rates for solid waste service charges to be collected through the Broward County Property Appraiser's Office (BCPA) only. In order for the Broward County Property Appraiser (BCPA) to provide the billing and collection services, it is necessary for the City to certify an assessment roll and establish the rate information. The City will bill and collect surcharges collectable from single family residences, including optional "back door" pick up services for a limited number of property owners. This resolution authorizes the City Staff to provide to BCPA the certified property roll and preliminary rate structure for solid waste services prior to the August 4, 2025 deadline. The rate and public hearing will be published on the TRIM. A public hearing to set the final rate is scheduled for the City Commission Meeting on September 15, 2025.

Commissioner Harrison made a motion to approve Resolution 2025-094.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

C. RESOLUTION 2025-095 ADOPTING THE PRELIMINARY FIRE-RESCUE SERVICES ASSESSMENT RATES FOR FISCAL YEAR 2026 AND SETTING A DATE FOR A PUBLIC HEARING TO ESTABLISH THE FINAL RATES FOR FIRE RESCUE SERVICES

This resolution provides for compliance with Section 46-288 of Chapter 46 the City Code of Ordinances and directs compliance with Florida Statutes 197.3632. This preliminary rate resolution accomplishes the following: (a) establishes the City's desire to maintain a fire service function and derive revenue through a fire assessment, (b) provides for an estimate of revenue derived from the non-ad valorem assessment, (c) sets the preliminary fire assessment rates per each category of property, (d) authorizes the preparation of an updated assessment roll, publication of proper notice, and (e) sets the date and time of a public hearing to establish final rates.

City Attorney Calloway read Resolution 2025-095 by title:

RESOLUTION 2025-095

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA, PURSUANT TO CHAPTER 46, SECTION 46-288 OF THE LAUDERDALE LAKES CODE OF ORDINANCES, ADOPTING THE PRELIMINARY FIRE-RESCUE SERVICES ASSESSMENT RATES FOR FISCAL YEAR 2025/2026, AS SET FORTH IN **EXHIBIT A** ATTACHED HERETO; PROVIDING FOR THE ADOPTION OF RECITALS; SETTING THE DATE, TIME, AND PLACE OF A PUBLIC HEARING TO RECEIVE PUBLIC COMMENT AND TO CONSIDER FINAL ADOPTION OF THE ANNUAL RATE RESOLUTION; PROVIDING INSTRUCTIONS TO THE DEPUTY CITY CLERK; AND PROVIDING FOR AN EFFECTIVE DATE.

Vice Mayor Causwell made a motion to move Resolution 2025-095 to the floor for discussion.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

Ms. Gooding-Liburd stated that the proposed resolution directs staff to certify the preliminary rate information contained in Exhibit A of the resolution to the Broward County Property Appraiser's (BCPA) Office before the August 4, 2025 deadline. The rate and public hearing will be published on the TRIM notice. A public hearing to set the final rate is scheduled for the September 15, 2025, City Commission Meeting. It should be noted that this resolution maintains the existing fire rescue assessment rate schedule. The rates recommended for preliminary certification for FY 2026 year are based upon the amount needed to fund the contract with the Broward Sheriff's Office for all fire response and suppression efforts.

Vice Mayor Causwell made a motion to approve Resolution 2025-095.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

D. RESOLUTION 2025-096 ADOPTING A TENTATIVE MILLAGE RATE FOR FISCAL YEAR 2026 ESTABLISHING OF A ROLLED-BACK RATE AND SETTING A DATE FOR A PUBLIC HEARING ON THE PROPOSED OPERATING AND DEBT SERVICE MILLAGE RATES

This resolution meets the requirements of Section 200.065 of the Florida Statutes by establishing and advising the Broward County Property Appraiser (BCPA) of the Fiscal Year 2026 proposed millage, proposed voted debt millage, rolled-back rate, and the date, time, and place of the first public hearing to preliminarily adopt the Fiscal Year 2026 millage rates. The preliminary millage, once established, will be the rate advertised on the preliminary tax statements (Truth in Millage/TRIM notices) sent to property owners in August.

City Attorney Calloway read Resolution 2025-096 by title:

RESOLUTION 2025-096

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA, PURSUANT TO CHAPTER 46, SECTION 46-288 OF THE LAUDERDALE LAKES CODE OF ORDINANCES, ADOPTING THE PRELIMINARY FIRE-RESCUE SERVICES ASSESSMENT RATES FOR FISCAL YEAR 2025/2026, AS SET FORTH IN **EXHIBIT A ATTACHED HERETO; PROVIDING FOR THE ADOPTION OF RECITALS; SETTING THE DATE, TIME, AND PLACE OF A PUBLIC HEARING TO RECEIVE PUBLIC COMMENT AND TO CONSIDER FINAL ADOPTION OF THE ANNUAL RATE RESOLUTION; PROVIDING INSTRUCTIONS TO THE DEPUTY CITY CLERK; AND PROVIDING FOR AN EFFECTIVE DATE.**

Commissioner Harrison made a motion to move Resolution 2025-096 to the floor for discussion.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

Ms. Gooding-Liburd stated that following the provisions of the Florida Statutes 200.065 regarding Truth in Millage (TRIM), certain actions are required of the City. According to the local government TRIM timetable, the taxing authority (CITY) shall advise the BCPA of the proposed millage, rolled-back rate, and date, time, and place of the first Public Budget Hearing within thirty-five (35) days of receipt of the certified taxable values. In order to meet the time schedule, the City Commission should adopt a proposed millage rate and notify the BCPA no later than August 4, 2025 to be levied on all taxable properties for general operations. It should be noted that this resolution sets a proposed millage rate of 8.6000 mills for operating purposes. The resolution also includes a proposed millage rate of .4910 for the voted debt service. Therefore, the total proposed millage rate will be 9.0910. Operating Millage Rate 8.6000 (no change from prior year rate) Debt Service Millage

Rate .4910 no change from prior year's rate) 9.0910 (no change from prior year's rate) The rolled-back rate, calculated at 8.0424 will require the City's advertisement to show a tax increase of 6.93% above the rolled-back rate if the recommended millage rate of 8.6000 is set. The voted debt service rate is not included in this calculation. This resolution also establishes the date, time, and place of the first Public Budget Hearing on the proposed millage rate.

Commissioner Harrison made a motion to approve Resolution 2025-095.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

E. RESOLUTION 2025-097 AUTHORIZING A CONTRACT FOR THE INTERIM FINANCIAL SERVICES CONSULTANT

This resolution authorizes a contract for the Interim Financial Services Consultant.

City Attorney Calloway read Resolution 2025-097 by title:

RESOLUTION 2025-097

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA; AUTHORIZING THE AWARD EXECUTION OF SHORT TERM CONSULTING CONTRACT TO GOVERNMENT FINANCE TUTORING, LLC TO PROVIDE CONSULTING AND ADVISORY SERVICES AS A FINANCIAL SERVICES CONSULTANT FOR A TERM BEGINNING JULY 22, 2025, AND ENDING DECEMBER 31, 2025; A DRAFT COPY OF THE SAID CONTRACT IS ATTACHED HERETO AS **EXHIBIT A**; A COPY OF WHICH MAY BE INSPECTED IN THE OFFICE OF THE CITY CLERK; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

Vice Mayor Causwell made a motion to move Resolution 2025-097 to the floor for discussion.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

Venice Howard, Acting City Manager, stated that the City has hired Susan Gooding-Liburd as the Interim Financial Services Consultant.

Vice Mayor Causwell made a motion to approve Resolution 2025-097.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

F. RESOLUTION 2025-098 AUTHORIZING A CONTRACT FOR THE INTERIM HUMAN RESOURCES AND RISK MANAGEMENT DIRECTOR

This resolution authorizes a contract for the Interim Human Resources and Risk Management Director.

City Attorney Calloway read Resolution 2025-098 by title:

RESOLUTION 2025-098

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA; AUTHORIZING THE ACTING CITY MANAGER TO EXECUTE A CONTRACT WITH TARA H.

WILLIAMS ("INTERIM HR/RM DIRECTOR") TO PROVIDE SHORT-TERM HUMAN RESOURCES AND RISK MANAGEMENT SERVICES FOR THE PERIOD BEGINNING JULY 22, 2025, AND ENDING DECEMBER 31, 2025; A DRAFT COPY OF THE SAID CONTRACT IS ATTACHED HERETO AS **EXHIBIT A**; A COPY OF WHICH MAY BE INSPECTED IN THE OFFICE OF THE CITY CLERK; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

Vice Mayor Causwell made a motion to move Resolution 2025-098 to the floor for discussion.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

Ms. Howard stated that the City has hired Tara Williams as the Interim Human Resources and Risk Management Director. She stated that there is a slight error on the cover page and resolution and Ms. Williams is actually earning \$6800 per month and not \$6000.

Commissioner Harrison made a motion to amend Resolution 2025-098.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

Commissioner Harrison made a motion to approve Resolution 2025-098.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

G. RESOLUTION 2025-099 RATIFYING THE CITY MANAGER'S FILING OF THE CITY'S FISCAL YEAR 2025, PERIOD 8 (MAY) AND PERIOD 9 (JUNE); FINANCIAL ACTIVITY REPORT, AS PREPARED BY THE DEPARTMENT OF FINANCIAL SERVICES, FOR THE PURPOSE OF CONFORMING TO THE CITY'S ADOPTED FINANCIAL INTEGRITY PRINCIPLES AND FISCAL POLICIES

This resolution serves to ratify the May (Period 8) and June (Period 9) 2025 Financial Activity Reports provided by the Financial Services Department.

City Attorney Calloway read Resolution 2025-099 by title:

RESOLUTION 2025-099

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA, RATIFYING THE FINANCIAL SERVICES DEPARTMENT'S FILING OF FINANCIAL ACTIVITY REPORTS FOR THE MONTHS OF MAY (PERIOD 8) AND JUNE (PERIOD 9) OF FISCAL YEAR 2025, AS PREPARED FOR THE PURPOSE OF FULFILLING THE REQUIREMENTS OF SEC.82-327 OF THE CITY OF LAUDERDALE LAKES CODE OF ORDINANCES, COPIES OF SUCH FINANCIAL REPORTS ARE ATTACHED HERETO AS **EXHIBIT A**; A COPY OF WHICH CAN BE INSPECTED IN THE OFFICE OF THE CITY CLERK; PROVIDING FOR ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

Vice Mayor Causwell made a motion to move Resolution 2025-099 to the floor for discussion.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

Ms. Gooding-Liburd reviewed the report for May which includes the General Fund operating at 49%: Ad Valorem Revenue is 99% of the budget or \$13,147,081; Franchise Taxes is 48% of the budget or \$1,822,447; Utility Taxes is 68% of the budget or \$2,257,778; Sales and Use Taxes is 56% of the budget or \$3,228,892; Service Revenue is 52% of the budget or \$989,453; Permits/Licenses/Insp Revenue is 9% of the budget or \$76,882; Fines & Forfeitures is 21% of the budget or \$140,725 and Miscellaneous Revenue is 6% of the budget or \$975,208. The General Fund Expenditure is operating at 40%: Mayor & City Commission Office is 45% of the budget or \$195,067; City Attorney is above target at 84% of the budget or \$517,229; City Clerk's Office is 56% of budget or \$292,616; City Manager Office is 60% of budget or \$720,231; Financial Services Department is 45% of the budget or \$925,626; General Administration is 10% of the budget or \$1,457,048; Human Resources & Risk Management is 59% of budget or \$235,404; Development Services is 34% of budget or \$509,845; Public Works is 48% of budget of the budget or \$1,542,364; Parks and Human Services is 50% of budget or \$1,779,082; City Boards are 25% of the budget or \$11,155; Gen. Fund Debt is 8% of the budget or \$96,178; BSO EMS is 66% of budget or \$2,911,676; BSO Police is 64% of budget or \$6,789,227 and Revenue Loss expenditures are \$545,022.

Ms. Gooding-Liburd reviewed the report for June which includes the General Fund operating at 52%: Ad Valorem Revenue is 99% of the budget or \$13,201,393; Franchise Taxes is 54% of the budget or \$2,041,246; Utility Taxes is 76% of the budget or \$2,536,653; Sales and Use Taxes is 63% of the budget or \$3,635,838; Service Revenue is 52% of the budget or \$989,772; Permits/Licenses/Insp Revenue is 37% of the budget or \$327,058; Fines & Forfeitures is 24% of the budget or \$158,263; Miscellaneous Revenue is 6% of the budget or \$989,404. The General Fund Expenditure is operating at 49%: Mayor & City Commission Office is 53% of the budget or \$230,825; City Attorney is above target at 110% of the budget or \$680,641; City Clerk's Office is 63% of budget or \$328,477; City Manager Office is 67% of budget or \$807,635; Financial Services Department is 51% of the budget or \$1,050,319; General Administration is 13% of the budget or \$1,916,814; Human Resources & Risk Management is 89% of budget or \$352,529; Development Services is 39% of budget or \$588,962; Public Works is 55% of budget of the budget or \$1,739,729; Parks and Human Services is 57% of budget or \$2,001,535; City Boards are 29% of the budget or \$12,955; Gen. Fund Debt is 9% of the budget or \$106,605; BSO EMS is 82% of budget or \$3,646,461; BSO Police is 82% of budget or \$8,657,310 and Revenue Loss expenditures are \$576,796.

Commissioner Harrison made a motion to approve Resolution 2025-099.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

H. RESOLUTION 2025-100 APPROVING AND AUTHORIZING THE ESTABLISHMENT OF A LIMITED-TIME AMNESTY PROGRAM FOR REDUCTION OF QUALIFYING CODE ENFORCEMENT LIENS

This resolution approves and authorizes a Code Enforcement Lien Amnesty Program to address outstanding code enforcement liens.

City Attorney Calloway read Resolution 2025-100 by title:

RESOLUTION 2025-100

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA; APPROVING AND AUTHORIZING THE ESTABLISHMENT OF A LIMITED-TIME AMNESTY PROGRAM FOR REDUCTION OF QUALIFYING CODE ENFORCEMENT LIENS; A DRAFT COPY OF THE AMNESTY PROGRAM GUIDELINES IS ATTACHED HERETO AS **EXHIBIT A**; A COPY OF WHICH IS AVAILABLE FOR INSPECTION IN THE OFFICE OF THE CITY CLERK; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR

INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

Commissioner Harrison made a motion to move Resolution 2025-100 to the floor for discussion.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

Tanja McCoy, Development Services Director, stated that over the past several years, the City has accumulated a growing number of code enforcement liens on properties that remain unresolved, many of which have accrued significant penalties due to prolonged noncompliance. These outstanding liens pose a barrier to property rehabilitation, real estate transactions, and community reinvestment. In response to these challenges within the City, staff has initiated the Amnesty Program as a strategic tool to encourage voluntary compliance and clear title issues while encouraging opportunities for economic recovery and neighborhood improvement while shaping a local policy tailored to the City's needs. This initiative is designed to encourage compliance, reduce the financial burden on property owners, and improve the City's ability to resolve longstanding liens. The Amnesty Program would provide a temporary opportunity for eligible homestead and non-homestead property owners to settle code enforcement liens at a significantly reduced rate, contingent upon meeting compliance benchmarks. The program aims to provide: Equitable relief to property owners facing liens; Incentivize compliance with municipal codes; Expedite the settlement of delinquent accounts and Maintain the integrity and deterrent effect of the code enforcement program.

Commissioner Harrison stated that he would like to amend the resolution relative to the timeline from the amnesty period for non commercial properties from six months to one year.

Commissioner Maxwell-Williams stated that she would like to include one year for homestead properties and six months for non homestead properties in that amendment.

Mayor Edwards Phillips requested a roll call regarding the amendment.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

Commissioner Harrison made a motion to amend the resolution to not include business tax receipts in the requirements.

Ms. McCoy started that the business tax receipt is an integral part of being in compliance with the code. In order to get a business tax receipt, one would have to ensure that there are no outstanding permits or liens. Businesses must have one to operate in the city.

Vice Mayor Causwell asked who is responsible for the business tax receipt.

Ms. McCoy stated that it is the tenant's responsibility to receive the business tax receipt, however, it is the landlord's responsibility to ensure that document is provided to them. This document needs to be posted.

Commissioner Maxwell-Williams stated that she does not agree with removing the business tax receipt requirement from the resolution.

Mayor Edwards Phillips requested a roll call regarding the amendment.

FOR: Commissioner Harrison

AGAINST: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Maxwell-Williams

Motion failed: 1-3

Commissioner Harrison stated that he would to amend the resolution to decrease the settlement amount for homestead properties to 10% and the settlement for commercial properties to 20%.

Commissioner Maxwell-Williams stated that she is not in agreement with that amendment.

Mayor Edwards Phillips requested a roll call regarding the amendment.

FOR: Commissioner Harrison

AGAINST: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Maxwell-Williams

Motion failed: 1-3

Mayor Edwards requested that a motion be made to amend the resolution to delete the six months for non homestead properties and the three months for homestead properties requirement.

Commissioner Harrison made a motion to amend the resolution to delete the six months for non homestead properties and the three months for homestead properties requirement.

Mayor Edwards Phillips requested a roll call regarding the amendment.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams

Motion passed: 4-0

Commissioner Harrison made a motion to amend the resolution to reduce the 18 month post period to 3 months.

Commissioner Harrison changed the motion to amend the resolution to eliminate the 10 month post period to zero.

Commissioner Maxwell-Williams stated that she was not in agreement with this amendment.

Vice Mayor Causwell stayed that she was in agreement with this amendment.

Vice Mayor Causwell asked if the item can be tabled.

City Attorney Calloway stated that the item can be tabled.

Vice Mayor Causwell made a motion to table the item.

Mayor Edwards Phillips requested a roll call.

FOR: Vice Mayor Causwell, Commissioner Harrison

AGAINST: Mayor Edwards Phillips, Commissioner Maxwell-Williams

Motion failed: 2-2

Mr. Calloway stated that eligibility to the program is being questioned and the amendments to the resolution that have passed states that there is no compliance for a residential or a non homestead property other than being in compliance at the time of the application.

Vice Mayor Causwell left the dais.

Commissioner Harrison left the dais.

Resolution 2025-100 could not be voted on because there was no quorum.

I. RESOLUTION 2025-101 APPROVING AND AUTHORIZING THE ESTABLISHMENT OF A COMPREHENSIVE LIEN REDUCTION PROGRAM TO ADDRESS CODE ENFORCEMENT LIENS THROUGH STRUCTURED REVIEW PATHWAYS

This resolution approves and authorizes a Code Enforcement Lien Reduction Program to address code enforcement liens.

Due to a lack of quorum, this resolution was moved to a future meeting.

J. RESOLUTION 2025-102 APPROVING AND AUTHORIZING THE MAYOR AND DEPUTY CITY CLERK TO EXECUTE AND ATTEST, RESPECTIVELY, THAT CERTAIN CODE ENFORCEMENT LIEN REDUCTION AND SETTLEMENT AGREEMENT BETWEEN THE CITY OF LAUDERDALE LAKES ("CITY") AND MARKETPLACE PLAZA, LLC ("SETTLEMENT AGREEMENT")

This resolution authorizes a Code Enforcement Lien Reduction Agreement for Marketplace Plaza LLC. The intent of the agreement is to promote code compliance by providing financial relief to the property owner, while upholding the integrity and high standards of the City's Code Enforcement Program.

Due to a lack of quorum, this resolution was moved to a future meeting.

11. CORRESPONDENCE

12. REPORT OF THE MAYOR

13. REPORT OF THE VICE MAYOR

14. REMARKS OF THE COMMISSIONERS

15. REPORT OF THE CITY MANAGER

16. REPORT OF THE CITY ATTORNEY

17. ADJOURNMENT

Being that there was no other business to come before the City Commission, the meeting adjourned at 8:53 p.m.

VERONICA EDWARDS PHILLIPS, MAYOR

ATTEST:

PAV BENASRIE-WATSON, CMC,
DEPUTY CITY CLERK

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact:

Contract Requirement:

Title
JULY 30, 2025 BUDGET WORKSHOP MINUTES
Summary
Staff Recommendation

Background:

Funding Source:

Fiscal Impact:

Sponsor Name/Department:

Meeting Date: 9/9/2025

ATTACHMENTS:

Description	Type
□ July 30, 2025 Budget Workshop Minutes	Minutes



City of Lauderdale Lakes
Office of the City Clerk
4300 Northwest 36 Street - Lauderdale Lakes, Florida 33319-5599
(954) 535-2705 - Fax (954) 535-0573

BUDGET WORKSHOP MINUTES
City Commission Chambers
July 30, 2025
6:00 PM

1. CALL TO ORDER

Mayor Edwards Phillips called the July 30, 2025, Budget Workshop to order at 6:00 p.m.

2. ROLL CALL

PRESENT

Mayor Veronica Edwards Phillips
Commissioner Sharon Thomas

ABSENT

Vice Mayor Tycie Causwell
Commissioner Easton Harrison (appeared virtually)
Commissioner Karlene Maxwell-Williams

ALSO PRESENT

Acting City Manager Venice Howard
City Attorney Sidney Calloway
Deputy City Clerk Pav Benasrie-Watson
City Staff

3. OPENING REMARKS FROM THE CITY MANAGER

4. PRESENTATION OF FISCAL YEAR BUDGET AND OVERVIEW

PRESENTATION OF FISCAL YEAR 2026 BUDGET AND OVERVIEW

This is a discussion of FY 2026 Preliminary Budget. The following will be presented for discussion.

1. Special Revenue Funds
2. Enterprise Funds
3. Debt Service
4. General Fund
5. Capital Improvement Projects (CIP)

Susan Gooding-Liburd, Financial Services Consultant, explained the Budget challenges which included : Balancing the needs of the City with Available Resources, Unfunded Mandates, Aging Infrastructure/Equipment, Escalating costs of Public Safety (BSO Consideration - 7.8% - Police Services; 4.9% - Fire Services, Rising Inflation – 3.11% (Increase in the Cost of Goods & Services), Increases in the Cost of Personnel, Revenue Forecasting (sets the parameter for available resources) and increases in the Cost of Technology

The General Fund Budget includes:

Staffing Complement, Police Services - \$11.4 million, Fire EMS - \$4.5 million, Funding for COPS 23 Grant Police Officers, Funding to Repair/Replace Technology Equipment (Computers, Networks), Comprehensive Plan, Employee Wellness Program, Quarterly Newsletters Initiative, Ongoing Maintenance and Repair of Facilities & Equipment, Planning for the New City Hall Complex, Human Resources Compensation Study and Community Engagement Program.

The General Fund Revenues in the amount of \$32.7 million:

Ad valorem taxes is \$14,170,767; Franchise Fees is \$3,683,000; Utility Tax is \$4,209,000; Sales and Use Taxes is \$5,229,500; Services Revenues is \$2,106,000; Permits/Licenses/Inspections is \$456,000; Fines and Forfeitures is \$630,500; Miscellaneous Revenues is \$2,281,000.

Commissioner Harrison inquired as to where do the city liens collections go.

Ms. Gooding-Liburd stated that they go into the fines and forfeitures revenue.

Ms. Gooding-Liburd stated the Property Tax and Millage:

The Operating Millage rate is proposed to be 8.6000 and the Debt Service is .4910 with a total Millage Rate of 9.0910. This is no change from FY 2025.

General Fund Expenditures in the amount of \$34.6 million:

Public Safety is 27.5%; Fines and Forfeitures is 0%, Misc. is 0%; Parks and Human Services is 6.2%; Public Works is 5.5%; Development Services is 2.6% and Administration is 8.1%.

Ms. Gooding-Liburd explained the program modifications for the following:

Administrative Coordinator in the City Clerk's Office, Construction Inspector/Manager in the City Manager's Office, Business Subsidy Program, Business Development Coordinator, Commercial Exterior/Interior Improvement Program and Marketing Consultation Program for Economic Development; Budget and Grants Analyst, Systems Analyst, Procurement Specialist for Financial Services; Human Resources Business Partner and Benefits Specialist for the Human Resources Department; Planning Staff Assistant for Development Services and Bus Driver for Parks and Human Services.

Vielka Buchanan, Economic Development Manager, provided some information regarding the LL Beams Marketing Consultation program. She discussed the success of the last program.

Mayor Edwards Phillips stated that she would like an update from the businesses that participated in the program.

The Special Revenue Fund Budgets:

Fire Rescue Fund is \$7,257,716; Grants Fund is \$5,567,947; Impact Fee Fund is \$0; Law Enforcement Trust Fund is \$80,000; CDBG Grant Fund is \$464,158; Code Enforcement Fund is \$15,000; Arts in Public Places Fund is \$25,000; Alzheimer's Care Fund is \$686,075; Transportation Fund is \$464,114; Hurricane Loss Mitigation Fund is \$194,000 and Housing Repair Assistance Fund is \$50,000.

Capital and Enterprise Funds:

Capital Projects Fund is \$11,798,896; Surtax Transportation Fund is \$1,458,663; Stormwater Fund is \$1,329,010; Solid Waste Fund is \$2,054,452 and Building Fund is \$1,757,344.

Heidi Brocks, Budget and Grants Officer spoke of the Capital Improvement Plan which includes Public Works, Public Works Transportation, Parks and Human Services, Engineering and CRA in the amount of \$25.6 million.

Ms. Brocks stated that the completed projects include the Canal Bank Stabilization (Canal #4), Willie Webb Improvements (Phase 1), Major Facilities Upgrade (Phase 3), NW 49th Avenue Drainage.

Projects in progress include the elevator upgrades, upgrade media equipment, lighting detector upgrade, playground replacement at Otis Gray Park, annual security camera upgrade, citywide HVAC replacements, right of way ADA and sidewalk assessment, citywide irrigation system upgrade and

geothermal pool heater.

Projects in Planning and Design: Fire Station 37 replacement, Otis Gray Park improvements, Northgate Park improvements, Pool Facilities upgrade, Boat Ramp installation, Alzheimer Center improvements, major roadway landscape improvement, citywide bridgefront replacement and citywide traffic calming.

Projects in Procurement: Canal Bank stabilization Phase 2, NW 36th Terrace improvement, citywide drainage Phase 2, Public Works Fuel Bay upgrade, park pavilion replacements and parks facilities interior renovation.

Upcoming projects include a community center, Alzheimer's improvements, drain pipe lining and repair project, canal water quality improvement project, facilities interior renovation, bathroom renovations at Northgate, Otis Gray and Cypress Preserve Parks and a future city hall complex.

5. ADJOURNMENT

Being that there was no other business to come before the City Commission, the workshop adjourned at 7:58 p.m.

VERONICA EDWARDS PHILLIPS, MAYOR

ATTEST:

PAV BENASRIE-WATSON, CMC,
DEPUTY CITY CLERK

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact:

Contract Requirement:

Title
AUGUST 6, 2025 SPECIAL CITY COMMISSION MEETING MINUTES
Summary
Staff Recommendation

Background:

Funding Source:

Fiscal Impact:

Sponsor Name/Department:

Meeting Date: 9/9/2025

ATTACHMENTS:

Description	Type
<input type="checkbox"/> August 6, 2025 Special City Commission Meeting Minutes	Minutes



City of Lauderdale Lakes
Office of the City Clerk
4300 Northwest 36 Street - Lauderdale Lakes, Florida 33319-5599
(954) 535-2705 - Fax (954) 535-0573

SPECIAL CITY COMMISSION MEETING MINUTES
City Commission Chambers
August 6, 2025
10:00 AM

1. CALL TO ORDER

Mayor Edwards Phillips called the August 6, 2025, Special City Commission Meeting to order at 10:00 a.m.

2. ROLL CALL

PRESENT

Mayor Veronica Edwards Phillips
Vice Mayor Tycie Causwell
Commissioner Easton Harrison
Commissioner Karlene Maxwell-Williams
Commissioner Sharon Thomas

ALSO PRESENT

Acting City Manager Venice Howard
Acting City Attorney Janeil Morgan
Deputy City Clerk Pav Benasrie-Watson
City Staff

3. STATEMENT OF PURPOSE OF THE SPECIAL MEETING

- A.** CONSIDERATION AND ACTION ON RESOLUTION 2025-105 AUTHORIZING THE ACTING CITY MANAGER TO ENGAGE IN PRELIMINARY DISCUSSIONS WITH THE AUTHORIZED REPRESENTATIVES WITH TWO PROPERTIES ALONG WEST OAKLAND PARK BOULEVARD FOR POSSIBLE ACQUISITION, DEVELOPMENT OPTIONS OR PUBLIC-PRIVATE PARTNERSHIPS; RESOLUTION 2025-102 AUTHORIZING THAT CERTAIN CODE ENFORCEMENT LIEN REDUCTION AND SETTLEMENT AGREEMENT BETWEEN THE CITY AND MARKETPLACE PLAZA; RESOLUTION 2025-104 APPROVING THE ADDITION OF THE "LAKES SPACE" EVENT TO THE CITY'S SPECIAL EVENT CALENDAR FOR FY 2025-2026 AS AN OFFICIAL INITIATIVE; RESOLUTION 2025-106 APPROVING AN AMENDMENT TO THE RECREATIONAL TRAILS PROGRAM GRANT AGREEMENT WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR IMPROVEMENTS

4. **CONSIDERATION OF BUSINESS CONTAINED IN THE CALL FOR SPECIAL MEETING**

- A.** RESOLUTION 2025-105 AUTHORIZING THE ACTING CITY MANAGER TO ENGAGE IN PRELIMINARY DISCUSSIONS WITH THE OWNERS OR AUTHORIZED REPRESENTATIVES OF TWO PROPERTIES LOCATED ALONG WEST OAKLAND PARK BOULEVARD (PROPERTY IDENTIFICATION NUMBERS 494219180010, 494219180013, AND 494219000130), FOR THE PURPOSE OF CONDUCTING INTERNAL FEASIBILITY ANALYSES, OBTAINING PRELIMINARY APPRAISALS, AND EVALUATING POTENTIAL DEVELOPMENT SCENARIOS CONSISTENT WITH THE CITY'S COMPREHENSIVE PLAN AND LAND DEVELOPMENT REGULATIONS; PROVIDING FOR A REPORT TO THE CITY COMMISSION WITH FINDINGS AND RECOMMENDED NEXT STEPS, INCLUDING POSSIBLE PROPERTY ACQUISITION, DEVELOPMENT OPTIONS, OR PUBLIC-PRIVATE PARTNERSHIPS, FOR THE INTENDED USE AS THE FUTURE LAUDERDALE LAKES CITY HALL

This resolution authorizes the Acting City Manager to initiate discussions and due diligence related to the potential acquisition of two strategically located properties on West Oakland Park Boulevard. These sites are being considered as the future location of the new Lauderdale Lakes City Hall. This initiative aligns with the City's long-term vision to centralize civic operations, enhance public access, and foster reinvestment within the Town Center zoning district.

Assistant City Attorney Morgan read Resolution 2025-105 by title:

RESOLUTION 2025-105

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA; AUTHORIZING THE ACTING CITY MANAGER, AND DESIGNEE(S) TO INITIATE DISCUSSIONS WITH THE OWNERS OR AUTHORIZED REPRESENTATIVES OF THOSE CERTAIN PROPERTIES LOCATED ON WEST OAKLAND PARK BOULEVARD (PROPERTY IDENTIFICATION NUMBERS 494219180010, 494219180013, AND 494219000130), FOR THE PURPOSE OF EVALUATING POTENTIAL DEVELOPMENT SCENARIOS CONSISTENT WITH THE CITY'S COMPREHENSIVE PLAN AND LAND DEVELOPMENT REGULATIONS FOR POTENTIAL ACQUISITION AND DEVELOPMENT OF A NEW CITY HALL FACILITY, SUCH EVALUATION TO INCLUDE CONDUCTING FEASIBILITY ANALYSES, OBTAINING PRELIMINARY APPRAISALS; FURTHER PROVIDING FOR A STAFF AND/OR CONSULTANT REPORT AND RECOMMENDATION TO THE CITY COMMISSION; A COPY OF THE PROPERTY INFORMATION AND DRAFT CONCEPT PRESENTATION DOCUMENTS ARE ATTACHED HERETO AS **COMPOSITE EXHIBIT A**; A COPY OF WHICH MAY BE INSPECTED IN THE OFFICE OF THE CITY CLERK; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

Tanja McCoy, Director of Development Services, stated that this resolution will allow the Acting City Manager to engage with property owners and representatives of Fausto Commercial, complete preliminary due diligence, including valuation, environmental, and planning analysis and coordinate preliminary site planning consistent with the City's Comprehensive Plan and TC zoning requirements. The City's use of this property for a new City Hall would further the goals of the TC district by: Anchoring the Town Center with a permanent civic presence; Enhancing pedestrian activity and public accessibility; Serving as a model for mixed-use, sustainable development; Strengthening public confidence and stimulating private-sector redevelopment nearby. The site configuration allows for phased development, with potential to accommodate: A new City Hall and administrative building Council chambers and public meeting facilities; Shared-use structured parking; Outdoor civic plaza or park space and Integration with retail or public service offices to activate the corridor. Additionally, the adjacency of the improved parcel (currently housing Bank of America) provides flexibility for interim operations. Combined, these two parcels provide over 6 acres of developable land in a high-visibility corridor suitable for a landmark government facility that serves residents, employees, and visitors. Both parcels are ideally zoned and located for the development of a signature civic campus. The Town Center zoning district offers the regulatory framework and development flexibility needed to realize a transformative new City Hall that reflects the City of Lauderdale

Lakes' long-term vision, reinforces civic identity, and catalyzes corridor reinvestment. Further planning and architectural programming will be necessary to refine the site design and development phasing. This effort would support a strategic capital investment that enhances public service delivery and aligns with the City's redevelopment goals.

Syed Zaman, Project Engineer, provided a power point presentation of the different options for the land use. This included views of the location map and the conceptual site plan.

Commissioner Thomas stated that she liked the different options and the proposed location.

Commissioner Harrison asked if this is the only property being considered.

Ms. McCoy stated that the other property that is being considered is the one that the current City Hall is on.

Commissioner Harrison stated that he would like a feasibility study done and that the City should consider public-private partnerships.

Mayor Edwards Phillips stated that one of the visions is for City Hall to be in a highly visible location.

Former Commissioner Levoyd Williams expressed concern about the cost, approaching the bank to see why they are closing and the effect of removing property from the tax roll.

Dr. Nethel Stephens spoke of the associated costs, feasibility study and the importance of having a long range plan.

Former Commissioner Beverly Williams spoke of the importance of having a permanent City Manager and adhering to the qualifications mentioned in the Charter.

Nicole Hall spoke of the City looking into public-private partnerships with the new City Hall. She spoke about having an analysis done and associated costs.

Commissioner Thomas made a motion to approve Resolution 2025-105.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams, Commissioner Thomas

Motion passed: 5-0

B. RESOLUTION 2025-102 APPROVING AND AUTHORIZING THE MAYOR AND DEPUTY CITY CLERK TO EXECUTE AND ATTEST, RESPECTIVELY, THAT CERTAIN CODE ENFORCEMENT LIEN REDUCTION AND SETTLEMENT AGREEMENT BETWEEN THE CITY OF LAUDERDALE LAKES ("CITY") AND MARKETPLACE PLAZA, LLC ("SETTLEMENT AGREEMENT")

This resolution authorizes a Code Enforcement Lien Reduction Agreement for Marketplace Plaza LLC. The intent of the agreement is to promote code compliance by providing financial relief to the property owner, while upholding the integrity and high standards of the City's Code Enforcement Program.

Assistant City Attorney Morgan read Resolution 2025-102 by title:

RESOLUTION 2025-102

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA; APPROVING AND AUTHORIZING THE MAYOR AND DEPUTY CITY CLERK TO EXECUTE AND ATTEST, RESPECTIVELY, THAT CERTAIN CODE ENFORCEMENT LIEN REDUCTION AND SETTLEMENT AGREEMENT BETWEEN THE CITY OF LAUDERDALE LAKES ("CITY") AND MARKETPLACE PLAZA, LLC ("SETTLEMENT AGREEMENT"); PROVIDING FOR THE

REDUCTION OF THE CODE ENFORCEMENT LIEN AMOUNT OWED TO THE CITY, PAYMENT TERMS INCLUDING CONDITIONAL SATISFACTION OF THE RECORDED LIEN, AND A COMPLIANCE INSPECTION OF THE PROPERTY LOCATED AT 2900-3784 N. SR-7, LAUDERDALE LAKES, FL, 33311, AS SET FORTH IN LIEN INSTRUMENT NO. 119529044; FURTHER AUTHORIZING THE ACTING CITY MANAGER, OR DESIGNEE, TO TAKE ALL NECESSARY ACTIONS TO EFFECTUATE THE TERMS THEREOF; A COPY OF THE LIEN INSTRUMENT IS ATTACHED HERETO AS **EXHIBIT A**; A COPY OF THE CITY'S LIEN PAYOFF CALCULATION IS ATTACHED HERETO AS **EXHIBIT B**; A DRAFT COPY OF THE SETTLEMENT AGREEMENT IS ATTACHED HERETO AS **EXHIBIT C**; COPIES OF WHICH MAY BE INSPECTED IN THE OFFICE OF THE CITY CLERK; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

Vice Mayor Causwell made a motion to move Resolution 2025-102 to the floor for discussion.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams, Commissioner Thomas

Motion passed: 5-0

Ms. McCoy stated that the outstanding code enforcement lien on the subject property has created a barrier to its rehabilitation, limited its marketability in real estate transactions, and discouraged potential reinvestment. To address these challenges, City staff worked with the property owner to develop an equitable lien reduction agreement. This effort is intended to promote voluntary compliance, resolve title issues, and support economic recovery and neighborhood improvement in alignment with the City's goals.

Commissioner Thomas inquired as to the proposed settlement.

Ms. McCoy stated that the property owner will pay the City \$330,000 or 35% of the total amount due.

Vice Mayor Causwell made a motion to approve Resolution 2025-102.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams, Commissioner Thomas

Motion passed: 5-0

C. RESOLUTION 2025-104 APPROVING THE ADDITION OF THE "LAKES SPACE" EVENT TO THE CITY'S SPECIAL EVENT CALENDAR FOR FISCAL YEAR 2025-2026 AS AN OFFICIAL INITIATIVE (SPONSORED BY COMMISSIONER HARRISON)

This resolution approves the addition of the "Lakes Space" event to the City's Special Event calendar for Fiscal Year 2025-2026 as an official initiative by Commissioner Harrison to be held at least once per quarter at the Bella Vista apartments Greenspace beginning Saturday, November 8, 2025.

Assistant City Attorney Morgan read Resolution 2025-104 by title:

RESOLUTION 2025-104

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA; APPROVING THE ADDITION OF THE "LAKES SPACE" EVENT TO THE CITY'S SPECIAL EVENT CALENDAR FOR FISCAL YEAR 2025-2026 AS AN OFFICIAL INITIATIVE BY COMMISSIONER EASTON HARRISON TO BE HELD AT LEAST ONCE PER QUARTER AT THE BELLA VISTA APARTMENTS GREENSPACE BEGINNING SATURDAY, NOVEMBER 8, 2025; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

Vice Mayor Causwell made a motion to move Resolution 2025-104 to the floor for discussion.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams, Commissioner Thomas

Motion passed: 5-0

Commissioner Harrison stated that hosting of “Lake Space” a program designed to activate the Bella Vista greenspace by transforming it into a vibrant venue where residents can showcase local talent, present creative projects, pitch business ideas, and engage with community resources in an open and supportive environment. The inaugural event scheduled for Saturday, November 8, 2025, from 11:00 AM to 3:00 PM, and to recur quarterly thereafter.

Vice Mayor Causwell inquired as to the location of the green space.

Commissioner Harrison stated that there is large green space in front of the library.

Discussion ensued amongst the City Commission regarding parking issues in the community and the location for the proposed event.

Dr. Nethel Stephens stated that the parking is an issue in Bella Vista and she has not heard anything about the possibility having an event there.

Commissioner Thomas made a motion to approve Resolution 2025-104.

FOR: Commissioner Harrison

AGAINST: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Maxwell-Williams, Commissioner Thomas

Motion failed: 1-4

D. RESOLUTION 2025-106 APPROVING AN AMENDMENT TO THE RECREATIONAL TRAILS PROGRAM (RTP) GRANT AGREEMENT WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) FOR IMPROVEMENTS TO OTIS GRAY PARK, EXTENDING THE GRANT TERM THROUGH DECEMBER 31, 2025

This resolution amends the Recreational Trails Program (RTP) grant agreement with the Florida Department of Environmental Protection (FDEP) for improvements to Otis Gray Park. The extension is through December 31, 2025.

Assistant City Attorney Morgan read Resolution 2025-106 by title:

RESOLUTION 2025-106

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA; APPROVING AND AUTHORIZING THE ACTING CITY MANAGER OR DESIGNEE TO EXECUTE AMENDMENT NO. 2 TO THAT CERTAIN RECREATIONAL TRAILS PROGRAM (RTP) GRANT AGREEMENT NO. T2212 BETWEEN THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (“FDEP”) AND THE CITY OF LAUDERDALE LAKES PROVIDING FOR EXTENDING GRANT TERM FOR IMPROVEMENTS TO OTIS GRAY PARK THROUGH DECEMBER 31, 2025; DRAFT COPIES OF THE FDEP AGREEMENT AND AMENDMENT ARE ATTACHED HERETO AS **COMPOSITE EXHIBIT A**; COPIES OF WHICH MAY INSPECTED IN THE OFFICE OF THE CITY CLERK; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

Vice Mayor Causwell made a motion to move Resolution 2025-106 to the floor for discussion.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams, Commissioner Thomas

Motion passed: 5-0

Heidi Brocks, Grant Administrator, stated that the City submitted an application to the Recreational Trails Program (RTP) on March 1, 2022, requesting funding for improvements to Otis Gray Park. The application was successful, and the City was awarded the full amount of \$400,000, with a required local match of \$200,000. An agreement with the Florida Department of Environmental Protection (FDEP), the administering agency, was executed on June 27, 2023, for a term of two (2) years. Following execution, the City submitted all required commencement documents, including those necessary to obtain the Notice to Proceed. A significant portion of the delay resulted from the extensive environmental review process required under the National Environmental Policy Act (NEPA). As the original grant expiration date approached, the City formally requested a project extension. FDEP has since confirmed that administrative extensions are being granted to all RTP grantees, extending the grant term through December 31, 2025. At that time, a construction contract award is anticipated, and an additional amendment will be processed to extend the agreement through the completion of construction. The City received the Notice to Proceed (NTP) from FDEP on July 25, 2025, which now authorizes the project to advance to the bidding phase. The City intends to complete the procurement process and have a construction contract awarded and ready for implementation by December 2025. Accordingly, at this time, it is necessary to amend and execute the agreement with FDEP to reflect the updated term through December 31, 2025.

Commissioner Thomas made a motion to approve Resolution 2025-106.

FOR: Mayor Edwards Phillips, Vice Mayor Causwell, Commissioner Harrison, Commissioner Maxwell-Williams, Commissioner Thomas

Motion passed: 5-0

5. CONSIDERATION OF OTHER MATTERS BY UNANIMOUS CONSENT

6. ADJOURNMENT

Being that there was no other business to come before the City Commission, the meeting adjourned at 11:21 a.m.

VERONICA EDWARDS PHILLIPS, MAYOR

ATTEST:

PAV BENASRIE-WATSON, CMC,
DEPUTY CITY CLERK

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: No

Contract Requirement: No

Title

RESOLUTION 2025-107 ACCEPTING AN ANNUAL DONATION TO THE CITY OF LAUDERDALE LAKES FROM WESTWAY TOWING, INC., IN THE AMOUNT OF TEN THOUSAND DOLLARS (\$10,000.00) PER FISCAL YEAR TO SUPPORT CERTAIN CITY EVENTS TO BE DETERMINED BY THE CITY COMMISSION

Summary

This resolution formally accepts the annual donation from Westway Towing, Inc., to the City for various events that occur annually.

Staff Recommendation

Background:

This resolution allows the City to formally accept a donation from Westway Towing, Inc., The vendor was recently awarded a contract by the city and would like to be part of the city's ongoing development. The vendor is local to the City of Lauderdale Lakes and has always supported the city events in the past.

The vendor has committed to contribute a minimum of \$10,000.00 per fiscal year as a contribution to ongoing city events. The vendor has provided so far, a \$10,000.00 donation to the city for the recently held Caribbean-American Unity Fest held on June 26, 2025.

Moving forward, it was recommended that \$5,000.00 be donated to the City's Veterans Day event as well as \$5,000.00 towards the City's Breast Cancer event. The amount of funds per event will be allocated at the direction of the Acting City Manager where multiple events occur for Veterans Day and Breast Cancer.

Funding Source:

Westway Towing: 00196-366000-WSTWY

Fiscal Impact:

N/A

Sponsor Name/Department: Aazam Piprawala CERT SCM, Procurement Administrator,

Meeting Date: 9/9/2025

ATTACHMENTS:

Description	Type
☐ Resolution 2025-107 Accepting Annual Donation from Westway Towing	Resolution

1 RESOLUTION 2025-107

2
3 A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES,
4 FLORIDA; ACCEPTING AN ANNUAL DONATION TO THE CITY OF
5 LAUDERDALE LAKES FROM WESTWAY TOWING, INC., IN THE AMOUNT OF
6 TEN THOUSAND DOLLARS (\$10,000.00) PER FISCAL YEAR TO SUPPORT
7 CERTAIN CITY EVENTS TO BE DETERMINED BY THE CITY COMMISSION;
8 PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR
9 INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE
10 DATE.
11

12 WHEREAS, Westway Towing, Inc. ("Vendor"), a vendor recently awarded a contract by
13 the City of Lauderdale Lakes ("City") and a local business with a long-standing history of
14 supporting City events, has expressed its desire to gratuitously contribute to the City's continued
15 development and community initiatives by committing to an annual gift of not less than Ten
16 Thousand Dollars (\$10,000.00) to support various City events and activities;

17 WHEREAS, the Vendor has most recently gifted and donated \$10,000.00 to the City for
18 the recent Caribbean-American Festival which occurred on June 26, 2025;

19 WHEREAS, the Vendor has recommended, that future gifts and donation amounts to
20 include \$5,000.00 for the City's Veterans Day event and \$5,000.00 for the City's Breast Cancer
21 Awareness event, with specific allocations to be determined by the City Manager where multiple
22 events occur for Veterans Day and Breast Cancer Awareness month;

23 WHEREAS, the Vendor's annual gifts and donation amount will be deposited into Account
24 No. 00196-366000-WSTWY within the Miscellaneous Revenue organization of the General Fund;
25 and

1 WHEREAS, the City Commission hereby finds that accepting the Vendor's gift and
2 donation amounts provides a positive fiscal impact and supports the City's best interests, welfare
3 and goals to improve public safety services and to maintain/enhance funding.

4 NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF
5 LAUDERDALE LAKES AS FOLLOWS:

6 SECTION 1. ADOPTION OF RECITALS: The foregoing RECITALS are hereby ratified and
7 confirmed as being true, and the same are hereby made a part of this Resolution.

8 SECTION 2. AUTHORITY: The City Commission hereby formally accepts Westway
9 Towing, Inc., voluntary gifts and donation in the amount of Ten Thousand Dollars (\$10,000.00)
10 per fiscal year for the purpose of demonstrating support for various City events, which funds shall
11 be deposited into Account No. 00196-366000-WSTWY in the General Fund under Miscellaneous
12 Revenue.

13 SECTION 3. INSTRUCTIONS TO THE DEPUTY CITY CLERK: The Deputy City Clerk and
14 other appropriate City Officials are hereby authorized to take any and all actions necessary to
15 effectuate the intent of this Resolution.

16
17
18 [REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]
19
20
21
22

SECTION 4. EFFECTIVE DATE: This Resolution shall take effect immediately upon its final passage.

ADOPTED BY THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES AT ITS REGULAR MEETING HELD SEPTEMBER 09, 2025.

VERONICA EDWARDS PHILLIPS, MAYOR

ATTEST:

PAVITRI BENASRIE-WATSON, CMC, DEPUTY CITY CLERK

Approved as to form and legality
for the use of and reliance by the
City of Lauderdale Lakes only:

Sidney C. Calloway, City Attorney

Sponsored by: Aazam Piprawala, CERT SCM, Procurement Administrator

VOTE:

Mayor Veronica Edwards Phillips	_____ (For)	_____ (Against)	_____ (Other)
Vice-Mayor Tycie Causwell	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Easton Harrison	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Karlene Maxwell-Williams	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Sharon Thomas	_____ (For)	_____ (Against)	_____ (Other)

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Yes

Contract Requirement: No

Title
RESOLUTION 2025-108 IN ACCORDANCE WITH ARTICLE XIII, SECTION 82-358 (D) OF THE LAUDERDALE LAKES PROCUREMENT CODE, AND PURSUANT TO THE TERMS AND CONDITIONS OF THE INTERLOCAL PURCHASING SYSTEM (TIPS) COOPERATIVE PROGRAM CONTRACT NO. 210303, TELEPHONE AND COMMUNICATIONS DATA SYSTEMS AND SOLUTIONS, BY AND BETWEEN THE CITY OF LAUDERDALE LAKES AND RING CENTRAL, INC., AUTHORIZING AND PROVIDING FOR THE PAYMENT OF AN INVOICE (CD_001138791) FOR FISCAL YEAR 2025 IN AN AMOUNT NOT TO EXCEED TWENTY SIX THOUSAND, SIX HUNDRED AND THIRTY-ONE DOLLARS AND EIGHTY-ONE CENTS (\$26,631.81) AND FURTHER AUTHORIZING AND PROVIDING FOR PURCHASE OF ADDITIONAL LICENSES FOR THE CITY'S UPGRADED TELEPHONE SYSTEM, IN AN AMOUNT NOT TO EXCEED THIRTY THOUSAND DOLLARS AND NO/100 (\$30,000.00) FOR ANNUAL COST OF LICENSES AND SERVICES

Summary
This resolution authorizes the purchase of additional licenses for the City's Upgraded Telephone System in accordance with the terms and condition of the Interlocal Purchasing System (TIPS) Cooperative Program Contract 210303, Telephone and Communications Data Systems and Solutions, from RingCentral, Inc., in an amount of \$30,000.

Staff Recommendation

Background:

In May 2022, the City's current telephone system was upgraded via Resolution 2022-046, for the purchase of equipment and annual cost for services and licenses. The previous telephone system is no longer supported by the manufacture Samsung and there are few components available if replacements are needed. The approved annual cost included a cost of Twenty-Four Thousand and Fifty-Eight dollars and Eighty Cents (\$24,058.80) with a 60-month agreement for the purchase of 108 licenses @ \$156.00+ applicable fees and surcharges per license. As a result of increase in staff, an additional of 5 licenses were purchased, which has caused the line item for licenses to increase to a current amount of \$26,631.81 annually.

City staff is requesting approval of a conservative figure not to exceed of \$30,000.00 annually to cover any additional request by the city for additional licenses as staff increases. This approval will expire at the end of the 60-month term (6/12/2027).

City staff is requesting to continue utilizing this contract in accordance with the City's Procurement Code, Section 82-358(d), which allows cooperative purchasing. The contract was awarded by The Interlocal Purchasing Cooperative Program, utilized a competitive selection process to award this contract for the period of May 31, 2021 through May 31, 2024, which has additional options to renew.

Funding Source:

General Fund, 0010700-3410-Tech.

Fiscal Impact:

Adequate funding available in the budget to allow for the expense.

Sponsor Name/Department: Aazam Piprawala CERT SCM, Procurement Administrator,
Kurt Brown I.T Manager

Meeting Date: 9/9/2025

ATTACHMENTS:

Description	Type
▢ Resolution 2025-108 Authorizing Purchase of Additional Telephone System Licenses	Resolution
▢ Exhibit A	Exhibit

RESOLUTION 2025-108

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA; IN ACCORDANCE WITH ARTICLE XIII, SECTION 82-358 (D) OF THE LAUDERDALE LAKES PROCUREMENT CODE, AND PURSUANT TO THE TERMS AND CONDITIONS OF THE INTERLOCAL PURCHASING SYSTEM (TIPS) COOPERATIVE PROGRAM CONTRACT NO. 210303, TELEPHONE AND COMMUNICATIONS DATA SYSTEMS AND SOLUTIONS, BY AND BETWEEN THE CITY OF LAUDERDALE LAKES AND RINGCENTRAL, INC., AUTHORIZING AND PROVIDING FOR THE PAYMENT OF AN INVOICE (CD_001138791) FOR FY25 IN AN AMOUNT NOT TO EXCEED TWENTY SIX THOUSAND, SIX HUNDRED AND THIRTY-ONE DOLLARS AND EIGHTY ONE CENTS (\$26,631.81) AND FURTHER AUTHORIZING THE PURCHASE OF ADDITIONAL LICENSES FOR THE CITY'S UPGRADED TELEPHONE SYSTEM, IN AN AMOUNT NOT TO EXCEED THIRTY THOUSAND DOLLARS AND NO/100 (\$30,000.00) FOR ANNUAL COST OF LICENSES AND SERVICES; A COPY OF THE RINGCENTRAL SIXTY (60) MONTH ESTIMATE AND INVOICE FOR FY 2025 IS ATTACHED HERETO AS **COMPOSITE EXHIBIT A**; A COPY OF WHICH MAY BE INSPECTED IN THE OFFICE OF THE CITY CLERK; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

WHEREAS, in May 2022, the City of Lauderdale Lakes ("City") upgraded its telephone system pursuant to Resolution No. 2022-046 to replace the outdated and unsupported Samsung system;

WHEREAS, the upgraded telephone system was procured from RingCentral, Inc., through The Interlocal Purchasing System (TIPS) Cooperative Program Contract No. 210303 ("RingCentral Contract"), which was awarded through a competitive selection process;

WHEREAS, the RingCentral Contract provided for an annual cost of Twenty-Four Thousand Fifty-Eight Dollars and 80/100 (\$24,058.80) and was based on a 60-month agreement for 108 licenses at a rate of \$156.00 per license plus applicable fees and surcharges;

1 WHEREAS, in light of increase to the City's staffing complement, five (5) additional
2 licenses are necessary and have been purchased, which has increased the current annual cost to
3 Twenty-Six Thousand Six Hundred Thirty-One Dollars and 81/100 (\$26,631.81);

4
5 WHEREAS, because City staff anticipates the need for additional licenses as a result of
6 future staffing increases, authorization is requested to expend an amount not to exceed Thirty
7 Thousand Dollars and No/100 (\$30,000.00) annually for such additional licenses and services
8 under the existing contract;

9 WHEREAS, the term of the RingCentral Contract provided for a period of 60 months,
10 which will expire on June 12, 2027;

11 WHEREAS, the City's Procurement Code, Section 82-358(d), authorizes cooperative
12 purchasing with one or more governmental units for the procurement of any supplies, services,
13 or construction through contracts awarded via competitive selection processes when deemed to
14 be in the best interests of the city; and

15 WHEREAS, adequate funding is available in the General Fund, Account No. 0010700-3410-
16 Tech, to support the requested expenditure.

17 NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF
18 LAUDERDALE LAKES AS FOLLOWS:

19 SECTION 1. ADOPTION OF RECITALS: The foregoing RECITALS are hereby ratified and
20 confirmed as being true, and the same are hereby made a part of this Resolution.

21 SECTION 2. AUTHORITY: The City Commission hereby authorizes and approves
22 payment of an invoice (cd_001138791) for fiscal year 25 in an amount not to exceed Twenty Six

1 Thousand, Six Hundred and Thirty-one dollars and Eighty-one cents (\$26,631.81) and the
2 purchase of additional telephone system licenses from RingCentral, Inc. under TIPS Cooperative
3 Program Contract No. 210303, in an annual amount not to exceed Thirty Thousand Dollars and
4 No/100 (\$30,000.00), through the expiration of the current 60-month agreement on June 12,
5 2027, in substantially the form as attached hereto as **Composite Exhibit A**.

6 SECTION 3. INSTRUCTIONS TO THE DEPUTY CITY CLERK: The Deputy City Clerk, through
7 the Acting City Manager, is hereby are hereby authorized to take any and all actions necessary to
8 effectuate the intent of this Resolution.

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SECTION 4. EFFECTIVE DATE: This Resolution shall take effect immediately upon its final passage.

ADOPTED BY THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES AT ITS REGULAR MEETING HELD SEPTEMBER 09, 2025.

VERONICA EDWARDS PHILLIPS, MAYOR

ATTEST:

PAVITRI BENASRIE-WATSON, CMC, DEPUTY CITY CLERK

Approved as to form and legality
for the use of and reliance by the
City of Lauderdale Lakes only:

Sidney C. Calloway, City Attorney

Sponsored by: Aazam Piprawala CERT SCM, Procurement Administrator, Kurt Brown I.T. Manager

VOTE:

Mayor Veronica Edwards Phillips	_____ (For)	_____ (Against)	_____ (Other)
Vice-Mayor Tycie Causwell	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Easton Harrison	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Karlene Maxwell-Williams	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Sharon Thomas	_____ (For)	_____ (Against)	_____ (Other)

RingCentral® Invoice

Billed To

City of Lauderdale Lakes
4300 NW 36th St.
Lauderdale Lakes FL 33319
United States
Phone: (954) 535-2722
Customer Email:
ap@lauderdalelakes.org

Account Information

Customer User ID: 267510049
Invoice No.: CD_001138791
Currency: US Dollar
Terms: Net 30
Invoice Date: 06/14/2025
Invoice Amount to Pay: \$26,631.81
Due Date: 07/14/2025

Discover
what's new
at RingCentral.

[Learn more. >](#)



Statement Summary

SERVICE	AMOUNT
Subscription	
Charges	
DigitalLine Unlimited Standard	\$17,628.00
DigitalLine Basic Standard	\$838.80
Additional Local Number	\$108.00
Taxes, Fees and Surcharges	
Federal - Universal Service Fund	\$1,415.01
Compliance and Administrative Cost Recovery Fee	\$5,166.00
e911 Service Fee	\$1,476.00
Subscription Subtotal	\$26,631.81
Amount Due	\$26,631.81



Account Information

Customer User ID: 267510049

Invoice No.: CD_001138791

Invoice Amount to Pay: \$26,631.81

Payment Methods

Please email remittance advice to **Collections@RingCentral.com**

Checks Regular Mail to Lockbox:

RingCentral Inc.
P.O. Box 734232
Dallas, TX 75373-4232

Overnight/Courier Check Payment:

JPMorgan Chase (TX1-0029)
Attn: RingCentral Inc. 734232
14800 Frye Road, 2nd Floor
Ft Worth, TX 76155

Wire Instructions:

JPMorgan Chase Bank For credit to: RingCentral Inc.
JPMorgan Chase New York, NY 10017
SWIFT ID: CHASUS33
ABA #: 021000021
Account #: 3602193095

ACH Payment:

JPMorgan Chase Bank For credit to: RingCentral Inc.
Account #: 3602193095
ABA #: 021000021

For Credit Card Payment - Please call collections hotline at **(415) 649-6735**

Billing Questions?

Email **billingsupport@ringcentral.com** or call **888-898-4591**.

Customer must notify RingCentral at **billingsupport@ringcentral.com** of disputes arising from invoices in writing within thirty (30) days of invoice date, unless otherwise specified in contract.

Undisputed amounts unpaid on or before agreed upon payment term on the invoice may lead to service interruption.

Business Hours: 12:00 AM to 12:00 AM (PST), Monday - Friday



RingCentral Inc., 20 Davis Drive, Belmont, CA 94002, United States

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Statement Details

Description	Start Date	End Date	Qty	Rate	Amount
Subscription - Charges					
DigitalLine Unlimited Standard	06/13/2025	06/12/2026	113	\$156.00	\$17,628.00
DigitalLine Basic Standard	06/13/2025	06/12/2026	10	\$83.88	\$838.80
Additional Local Number	06/13/2025	06/12/2026	9	\$12.00	\$108.00
Subscription - Charges Subtotal					\$18,574.80
Subscription - Taxes, Fees and Surcharges					
Compliance and Administrative Cost Recovery Fee	06/13/2025	06/12/2026	123	\$42.00	\$5,166.00
e911 Service Fee	06/13/2025	06/12/2026	123	\$12.00	\$1,476.00
Federal - Universal Service Fund					\$1,415.01
Subscription - Taxes, Fees and Surcharges Subtotal					\$8,057.01
Subscription Subtotal					\$26,631.81
Total				Amount Due (Tax Included)	\$26,631.81



RingCentral Inc., 20 Davis Drive, Belmont, CA 94002, United States

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4/6/2022

John Lucas, Senior Account Exec

Connect with Me: 813-328-2488 John.Lucas@RingCentral.com

Presented to: City of Lauderdale Lakes

PRICE QUOTE *Pricing valid for sixty(60) days

Service Price - 60 Month/Purchase Phones					
Description	Qty.	List Unit Price	Discounted Unit Price	RingCentral MONTHLY	RingCentral ANNUAL
RingCentral Office - Standard Licenses (includes unlimited efaxing)	108	\$29.00	\$13.00	\$1,404.00	\$16,848.00
VoIP Softphone, Mobile App, Team Messaging, RC Video, Audio Conferencing, SMS, Fax	108	Included	Included	Included	Included
Limited Extension License (Faxing, Paging, etc.)	10	\$13.99	\$6.99	\$69.90	\$838.80
Local & Long Distance for US & Canada	UNLIMITED	Included	Included	Included	Included
Compliance and Administrative Cost Recovery Fee	118	\$3.50		\$413.00	\$4,956.00
E-911	118	\$1.00		\$118.00	\$1,416.00
RingCentral Office Grand Total				\$2,004.90	\$24,058.80

Invoicing begins immediately upon order and account activation

Tax exemption of State & Local taxes pending RingCentral approval of tax exempt certificate

Phone Hardware-One Time Purchase				
Description	Qty.	List Unit Price	Discounted Price	Total Cost
Executive Sets:				
Yealink T57W	20	\$269.00	\$162.00	\$3,240.00
Basic Sets:				
Yealink T46U	90	\$189.00	\$137.00	\$12,330.00
Attendant Station				
Yealink T46S W/Add-On Module	1	\$289.00	\$174.00	\$174.00
Conference Stations:				
Yealink CP930	7	\$639.00	\$576.00	\$4,032.00
Monthly Total for Phone Hardware				\$19,776.00

^Shipping & Handling quoted as an estimate. Subject to change based on Scope of Work

Professional Services REMOTE OPTION (one-time fee/purchase)				
Description	Qty.	List Unit Price	Discounted Unit Price	Total for Units
Professional Services - REMOTE Project Management, Implementation, & Training*	118			
Total for Professional Services REMOTE Implementation				\$0.00

*Subject to change based on final Scope of Work

PRICING VALID FOR 60 DAYS

RC Professional Services

8005 South Chester Street, Suite 200
 Denver, CO 80112
 650 781 4638
 indy.decroos@ringcentral.com

ESTIMATE

City of Lauderdale Lakes

4300 NW 36th St.
 Lauderdale Lakes, FL 33319

ESTIMATE NO:02423270

DATE: April 6th, 2022

EXPIRATION DATE: May 6th, 2022

PHASES	
Name	Phase Total
Phase 1 Standard Remote Delivery - 204 seats/endpoint- Planning & Design, System integration testing, User acceptance testing, Web-based Training, Network Assessment, Number porting & Remote Go-live support.	\$12,240.00
Per User Pricing (Basic Remote) Remote Build and Delivery of RingCentral Office - Up to 3 Locations	
Phase 2 (2) End-user trainings + (1) Admin training	\$1,600.00
Training - RingCentral MVP: Admin Basics (English) This course will introduce attendees to the admin interface for managing users, phone system routing, and reports. Duration: 1 hour, 50 minutes. Prerequisite(s): RingCentral Office system should be implemented and operating with data to review Course Objectives: - Build and manage basic call flows. - Manage users, phones, devices, and basic settings. - Manage moves, adds, changes, and deletes.	

PHASES	
Name	Phase Total
Training - RingCentral MVP: User Basics (English) This course introduces users to performing daily tasks with RingCentral. Duration: 50 minutes. Course Objectives: - Activate and manage your RingCentral phone extension. - Make, receive, and manage calls from any device. - Schedule, host, and join a RingCentral audio or video conference. - Collaborate with colleagues or clients via individual or team chats.	
Grand Total	\$13,840.00
*excludes taxes and fees	

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: No

Contract Requirement: No

Title
RESOLUTION 2025-109 AUTHORIZING THE PURCHASE OF SOFTWARE SUBSCRIPTIONS FROM SHI INTERNATIONAL CORP., IN ACCORDANCE WITH ARTICLE XIII, SECTION 82-358 (D) OF THE LAUDERDALE LAKES PROCUREMENT CODE, AND PURSUANT TO THE TERMS AND CONDITIONS OF THAT CERTAIN ALTERNATE CONTRACT SOURCE NO. 43230000-23-NASPO-ACS, SOFTWARE VALUE ADDED RESELLER, AND EXECUTED CONTRACT NO. CTR060028, SOFTWARE VALUE-ADDED RESELLER (MASTER CONTRACT), COMPETITIVELY PROCURED BY THE STATE OF ARIZONA, IN AN AMOUNT NOT TO EXCEED FORTY THOUSAND DOLLARS (\$40,000.00) PER FISCAL YEAR, INCLUDING A FIVE PERCENT (5%) CONTINGENCY FOR A TOTAL AMOUNT OF FORTY TWO THOUSAND DOLLARS (\$42,000.00)

Summary
This resolution authorizes the purchase of software subscriptions with SHI International Corporation in amount not to exceed \$42,000.00.

Staff Recommendation

Background:

The City of Lauderdale Lakes utilizes the services of SHI International Corporation to provide quality products, software and services provided by the applicable software publishers at competitively bid prices to meet the needs of the City. SHI International Corporation are distributors for some of our software subscriptions that we currently use, such as Sentinel One Antivirus, PRTG Network Monitoring software, Veeam Replication and Backup plus SolarWinds Dameware remote control. these applications are renewed annually.

SHI provides a comprehensive range of IT products and services, including hardware, software, and managed IT solutions. They specialize in helping organizations optimize their technology investments and enhance their cybersecurity posture, serving clients across various sectors including public and private organizations.

This contract source includes reseller services and service options to support commercial off-the-shelf (COTS) and software as a service (SaaS) based software needs. Categories of solutions under this alternate contract source are General Software and Microsoft Software. For each category, services related to the software purchase include, but are not limited to, installation, configuration, and maintenance; advisory services may also be offered. Our current subscriptions are:

Current Products & Services

Products & Services	Subscription Coverage	Cost
SentinelOne AV	2/27/2025 - 2/26/2026	\$16,492.60
Veeam Backup & Replication	10/17/2024 - 10/15/2025	\$3,299.30
SolarWinds Dameware Mini Remote	6/12/2024 - 6/12/2027	\$656.25
AutoCad	6/7/2023 - 6/7/2026	\$10,839.88
PRTG Network Monitoring	10/22/2022 - 10/22/2025	\$1,058.96
	Total	\$32,346.99

City Staff recommends using the NASPO Alternate Contract Source No. 43230000-23-NASPO-ACS and

executed contract No. CTR060028. The City will continue to enjoy a premium discount price on various rates from the manufacturer for all products and services.

City staff is requesting to utilize this cooperative contract in accordance with the City's Procurement Code, Section 82-358(D), which allows for Cooperative procurements.

Funding Source:

0010617-4611

Fiscal Impact:

No FY25 IMPACT. FY 26 - \$42,000.00

Sponsor Name/Department: Aazam Piprawala CERT SCM, Procurement Administrator,
Kurt Brown I.T Manager

Meeting Date: 9/9/2025

ATTACHMENTS:

Description		Type
▣	Resolution 2025-109 Authorizing Purchase for Software Subscriptions	Resolution
▣	Exhibit A	Exhibit
▣	Exhibit B	Exhibit
▣	Leadership and Technology Partners _ Featured Brands	Backup Material

RESOLUTION 2025-109

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA; AUTHORIZING THE PURCHASE OF SOFTWARE SUBSCRIPTIONS FROM SHI INTERNATIONAL CORP., IN ACCORDANCE WITH ARTICLE XIII, SECTION 82-358 (D) OF THE LAUDERDALE LAKES PROCUREMENT CODE, AND PURSUANT TO THE TERMS AND CONDITIONS OF THAT CERTAIN ALTERNATE CONTRACT SOURCE NO. 43230000-23-NASPO-ACS, SOFTWARE VALUE ADDED RESELLER, AND EXECUTED CONTRACT NO. CTR060028, SOFTWARE VALUE-ADDED RESELLER (MASTER CONTRACT), COMPETITIVELY PROCURED BY THE STATE OF ARIZONA, IN AN AMOUNT NOT TO EXCEED FORTY THOUSAND DOLLARS (\$40,000.00) PER FISCAL YEAR, INCLUDING A FIVE PERCENT (5%) CONTINGENCY FOR A TOTAL AMOUNT OF FORTY TWO THOUSAND DOLLARS (\$42,000.00); A COPY OF THE ALTERNATIVE CONTRACT SOURCE IS ATTACHED HERETO AS **EXHIBIT A**; A COPY OF THE SHI INTERNATIONAL CORP. PRICE SHEET IS ATTACHED HERETO AS **EXHIBIT B**; COPIES OF WHICH MAY BE INSPECTED IN THE OFFICE OF THE CITY CLERK; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Lauderdale Lakes ("City") relies on critical software systems and subscriptions such as SentinelOne Antivirus, PRTG Network Monitoring, Veeam Backup and Replication, AutoCAD, and SolarWinds Dameware Mini Remote Control, which are essential for the security, performance, and functionality of the City's IT infrastructure;

WHEREAS, SHI International Corp. is a distributor and authorized reseller of these software products, offering competitive pricing, professional services, and continued product support;

WHEREAS, the City has identified the Department of Management Services' Alternate Contract Source No. 43230000-23-NASPO-ACS and executed Contract No. CTR060028 (Master Contract), which was competitively procured by the State of Arizona, as an appropriate and

1 approved cooperative purchasing mechanism in accordance with the City's Procurement Code,
2 Section 82-358(D);

3 WHEREAS, City staff recommends utilizing this cooperative contract to secure current and
4 future software subscriptions with SHI International Corp. at an amount not to exceed Forty
5 Thousand Dollars (\$40,000.00) per fiscal year, including a five percent (5%) contingency to cover
6 any potential price increases, for a total amount not to exceed Forty-Two Thousand Dollars
7 (\$42,000.00) per fiscal year; and

8 WHEREAS, the funding for this purchase is available in the City's approved budget under
9 Account No. 0010617-4611 and supports the City's strategic goal to enhance technology services
10 within Management Services.

11 NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF
12 LAUDERDALE LAKES AS FOLLOWS:

13 SECTION 1. ADOPTION OF RECITALS: The foregoing RECITALS are hereby ratified and
14 confirmed as being true, and the same are hereby made a part of this Resolution.

15 SECTION 2. AUTHORITY: The City Commission hereby authorizes, the Acting City
16 Manager, or designee, execute all necessary purchase documents with SHI International Corp.
17 for the purchase and renewal of software subscriptions using Alternate Contract Source No.
18 43230000-23-NASPO-ACS and Contract No. CTR060028, in an amount not to exceed Forty Two
19 Thousand Dollars (\$42,000.00) per fiscal year, inclusive of a five percent (5%) contingency.

20 SECTION 3. INSTRUCTIONS TO THE DEPUTY CITY CLERK: The Deputy City Clerk, through
21 the Acting City Manager, is hereby authorized to obtain three (3) executed copies of the
22 Agreement with one (1) copy of the Agreement to be directed to Shi International Corp. with one

1 (1) copy to be maintained by the City; and with one (1) copy directed to the Office of the City
2 Attorney.

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SECTION 4. EFFECTIVE DATE: This Resolution shall take effect immediately upon its final passage.

ADOPTED BY THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES AT ITS REGULAR MEETING HELD SEPTEMBER 09, 2025.

VERONICA EDWARDS PHILLIPS, MAYOR

ATTEST:

PAVITRI BENASRIE-WATSON, CMC, DEPUTY CITY CLERK

Approved as to form and legality
for the use of and reliance by the
City of Lauderdale Lakes only:

Sidney C. Calloway, City Attorney

Sponsored by: Aazam Piprawala CERT SCM, Procurement Administrator, Kurt Brown I.T Manager

VOTE:

Mayor Veronica Edwards Phillips	_____ (For)	_____ (Against)	_____ (Other)
Vice-Mayor Tycie Causwell	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Easton Harrison	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Karlene Maxwell-Williams	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Sharon Thomas	_____ (For)	_____ (Against)	_____ (Other)



**Alternate Contract Source (ACS)
No. 43230000-23-NASPO-ACS
For
Software Value Added Reseller**

This Alternate Contract Source No. 43230000-23-NASPO-ACS Software Value Added Reseller (Contract), is between the Department of Management Services (Department), an agency of the State of Florida (State), located at 4050 Esplanade Way, Tallahassee, FL 32399 and SHI International Corp. (Contractor), located at 290 Davidson Avenue, Somerset, NJ 08873 collectively referred to herein as the "Parties."

WHEREAS, the Department is authorized by section 287.042(16), Florida Statutes:

To evaluate contracts let by the Federal Government, another state, or a political subdivision for the provision of commodities and contract services, and, if it is determined by the Secretary of the Department of Management Services in writing to be cost-effective and the best value to the state, to enter into a written agreement authorizing an agency to make purchases under such contract;

WHEREAS, the State of Arizona competitively procured Software Value Added Reseller services and executed Contract No. CTR060028, Software Value-Added Reseller (Master Contract), with the Contractor;

WHEREAS, the Secretary evaluated the Master Contract and determined that use of the Master Contract is cost-effective and the best value to the state.

NOW THEREFORE, in consideration of the mutual promises contained herein, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Term and Effective Date.

The Master Contract became effective April 25, 2022, and its term currently ends on April 24, 2027. The Master Contract has two (2) one-year renewals available. The Contract will become effective on April 1, 2023, or on the date signed by all Parties, whichever is later. **The Contract will expire on April 24, 2027**, unless terminated earlier or renewed in accordance with Exhibit A, Special Contract Conditions.

2. Scope

This Contract includes the entire scope of the products and services available through the Master Contract, for which the Contractor is acting as a reseller for the software and services provided by the applicable software publishers. The Contractor is authorized through the

**Alternate Contract Source (ACS)
No. 43230000-23-NASPO-ACS
For
Software Value Added Reseller**

Master Contract to act as a reseller for the software and services provided by the software publishers in Category I – General software and Category II – Microsoft-only software.

3. Order of Precedence.

This Contract document and the attached exhibits constitute the Contract and the entire understanding of the Parties. Exhibits A, B, and C, and this Contract document constitute the Participating Addendum to the Master Contract and modify or supplement the terms and conditions of the Master Contract. All exhibits listed below are incorporated by reference into, and form part of, this Contract. In the event of a conflict, the following order of precedence shall apply:

- a) This Contract document
- b) Exhibit A: Additional Special Contract Conditions
- c) Exhibit B: Special Contract Conditions
- d) Exhibit C: Price Sheet
- e) Exhibit D: Master Contract (including any amendments made prior to the effective date of this Contract and any subsequent amendments added to this Contract in accordance with the Modifications Section listed below)

Where the laws and regulations of a state other than the State of Florida are cited or referenced in the Master Contract, such citation or reference shall be replaced by the comparable Florida law or regulation.

4. Purchases off this Contract.

Upon execution of this Contract, agencies, as defined in section 287.012, Florida Statutes, may purchase products and services under this Contract. Any entity making a purchase off of this Contract acknowledges and agrees to be bound by the terms and conditions of this Contract. The Contractor shall adhere to the mutually agreed upon terms and conditions included in any contract or purchase orders issued pursuant to this Contract.

5. Primary Contacts.

Department's Contract Manager:

Evan McLaughlin
Division of State Purchasing
Florida Department of Management Services
4050 Esplanade Way, Suite 360
Tallahassee, Florida 32399-0950
Telephone: 850-487-9847
Email: evan.mclaughlin@dms.fl.gov

**Alternate Contract Source (ACS)
No. 43230000-23-NASPO-ACS
For
Software Value Added Reseller**

Contractor's Contract Manager:

Kristina Mann
Senior Manager - Contracts
SHI International Corp.
290 Davidson Avenue
Somerset, NJ 08873
Telephone: 888-764-8888
Email: Kristina_Mann@SHI.com

6. SVAR Requirements.

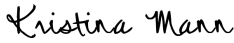
The Contractor shall provide Customers with any requested information pertaining to accessible electronic information and information technology products to assist the Customer's compliance with Chapter 282, F.S. and rules promulgated therefrom, including Rule Chapter 60-8, Florida Administrative Code.

7. Modifications.

Any amendments to this Contract must be in writing and signed by the Parties. If amendments are made to the Master Contract after the effective date of this Contract, the Contractor shall: 1) notify the Department of such amendments; and 2) provided the Department is amenable to incorporating the amendments into this Contract, enter into a written amendment with the Department reflecting the addition of such amendments to this Contract.

IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized undersigned officials.

SHI INTERNATIONAL CORP.

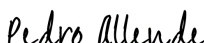
DocuSigned by:

EA418E789F09404...

Kristina Mann

Sr. Manager - Contracts

Date: 4/6/2023 | 9:48 AM EDT

DEPARTMENT OF MANAGEMENT SERVICES

DocuSigned by:

5E91A9D309EB47C...

Pedro Allende
Secretary

Date: 4/12/2023 | 9:10 PM EDT



ADDITIONAL SPECIAL CONTRACT CONDITIONS

The Contractor and agencies, as defined in section 287.012, Florida Statutes acknowledge and agree to be bound by the terms and conditions of the Master Contract except as otherwise specified in the Contract, which includes the Special Contract Conditions and these Additional Special Contract Conditions.

- A. Orders: Contractor must be able to accept the State of Florida Purchasing Card and MyFloridaMarketPlace (MFMP) purchase orders.
- B. Contractor and Subcontractors, Affiliates, Partners, Resellers, Distributors, and Dealers: By execution of a Contract, the Contractor acknowledges that it will not be released of its contractual obligations to the Department or state agencies because of any failure of an affiliate, partner, subcontractor, reseller, distributor, or dealer. The Contractor is responsible for ensuring that its affiliates, partners, subcontractors, resellers, distributors, and dealers providing commodities and performing services in furtherance of the Contract do so in compliance with the terms and conditions of the Contract. The Contractor is fully responsible for satisfactory completion of all work performed under the Contract.
- C. Preferred Pricing Affidavit: It is the responsibility of the Contractor to provide a completed Preferred Pricing Affidavit upon Contract execution and annually thereafter throughout the Contract term in accordance with the Special Contract Conditions.
- D. Purchases Prerequisites: Contractor must ensure that entities receiving payment directly from Customers under this Contract must have met the following requirements:
 - Have an active registration with the Florida Department of State, Division of Corporations (www.sunbiz.org), or, if exempt from the registration requirements, provide the Department with the basis for such exemption.
 - Be registered in the MFMP Vendor Information Portal (<https://vendor.myfloridamarketplace.com>).
 - Have a current W-9 filed with the Florida Department of Financial Services (<https://flvendor.myfloridacfo.com>)
- E. Punchout Catalog and Electronic Invoicing.
The Contractor is encouraged to provide a MFMP punchout catalog. The punchout catalog provides an alternative mechanism for suppliers to offer the State access to Products awarded under the Contract. The punchout catalog also allows for direct communication between the MFMP eProcurement System and a supplier's Enterprise Resource Planning (ERP) system, which can reflect real-time Product inventory/availability information.

Through utilization of the punchout catalog model, a Florida buyer will "punch out" to a supplier's website. Using the search tools on the supplier's Florida punchout catalog site, the user selects the desired Products. When complete, the user exits the supplier's

punchout catalog site and the shopping cart (full of Products) is “brought back” to MFMP. No orders are sent to a supplier when the user exits the supplier’s punchout catalog site. Instead, the chosen Products are “brought back” to MFMP as line items in a purchase order. The user can then proceed through the normal workflow steps, which may include adding/editing the Products (i.e., line items) in the purchase order. An order is not submitted to a supplier until the user approves and submits the purchase order, at which point the supplier receives an email with the order details.

The Contractor may supply electronic invoices in lieu of paper-based invoices for those transactions processed through MFMP. Electronic invoices may be submitted to the agency through one of the mechanisms as listed below:

- 1) EDI (Electronic Data Interchange)
This standard establishes the data contents of the Invoice Transaction Set (810) for use within the context of an Electronic Data Interchange (EDI) environment. This transaction set can be used for invoicing via the Ariba Network (AN) for catalog and non-catalog goods and services.
- 2) PO Flip via AN
This online process allows Contractors to submit invoices via the AN for catalog and non-catalog goods and services. Contractors have the ability to create an invoice directly from their inbox in their AN account by simply "flipping" the PO into an invoice. This option does not require any special software or technical capabilities.

For the purpose of this section, the Contractor warrants and represents that it is authorized and empowered to and hereby grants the State and the third-party provider of MFMP, a State contractor, the right and license to use, reproduce, transmit, distribute, and publicly display within MFMP. In addition, the Contractor warrants and represents that it is authorized and empowered to and hereby grants the State and the third-party provider the right and license to reproduce and display within MFMP the Contractor's trademarks, system marks, logos, trade dress, or other branding designation that identifies the products made available by the Contractor under the Contract.

F. Contract Reporting: The Contractor shall provide the Department the following accurate and complete reports associated with this Contract.

- 1) Contract Quarterly Sales Reports. The Contractor shall submit complete Quarterly Sales Reports to the Department’s Contract Manager within 30 calendar days after the close of each State fiscal quarter (the State’s fiscal quarters close on September 30, December 31, March 31, and June 30).

Reports must be submitted in MS Excel using the DMS Quarterly Sales Report Format, which can be accessed at https://www.dms.myflorida.com/business_operations/state_purchasing/vendor_resources/quarterly_sales_report_format. Initiation and submission of the most recent version of the Quarterly Sales Report posted on the DMS website is the responsibility of the Contractor without prompting or notification from the Department’s Contract Manager. If no orders are received during the quarter, the Contractor must email the DMS Contract Manager confirming there was no activity.

- 2) Certified and Minority Business Enterprises Reports. Upon Customer request, the Contractor shall report to each Customer spend with certified and other minority

business enterprises in the provision of commodities or services related to the Customer orders. These reports shall include the period covered; the name, minority code, and Federal Employer Identification Number of each minority business enterprise utilized during the period; commodities and services provided by the minority business enterprise; and the amount paid to each minority business enterprise on behalf of the Customer.

- 3) Ad Hoc Sales Reports. The Department may require additional Contract sales information such as copies of purchase orders or ad hoc sales reports. The Contractor shall submit these documents and reports in the format acceptable to the Department and within the timeframe specified by the Department.
 - 4) MFMP Transaction Fee Reports. The Contractor shall submit complete monthly MFMP Transaction Fee Reports to the Department. Reports are due 15 calendar days after the end of each month. Information on how to submit MFMP Transaction Fee Reports online can be located at https://www.dms.myflorida.com/business_operations/state_purchasing/myfloridamarketplace/mfmp_vendors/transaction_fee_and_reporting. Assistance with transaction fee reporting is also available by email at feeprocessing@myfloridamarketplace.com or telephone at 866-FLA-EPRO (866-352-3776) from 8:00 a.m. to 6:00 p.m. Eastern Time.
- G. Financial Consequences: The Department or Customer, where applicable, reserves the right to impose financial consequences when the Contractor fails to comply with the requirements of the Contract. The following financial consequences will apply for the Contractor's non-performance under the Contract. The Customer and the Contractor may agree to add additional Financial Consequences on an as-needed basis beyond those stated herein to apply to that Customer's resultant contract or purchase order. The State of Florida reserves the right to withhold payment or implement other appropriate remedies, such as Contract termination or nonrenewal, when the Contractor has failed to comply with the provisions of the Contract. The Contractor and the Department agree that financial consequences for non-performance are an estimate of damages which are difficult to ascertain and are not penalties.

The financial consequences below will be paid and received by the Department of Management Services within 30 calendar days from the due date specified by the Department. These financial consequences below are individually assessed for failures over each target period beginning with the first full month or quarter of the Contract performance and every month or quarter, respectively, thereafter.

Financial Consequences Chart

Deliverable	Performance Metric	Performance Due Date	Financial Consequence for Non-Performance /Not Received by the Contract Manager
Contractor will timely submit complete Quarterly Sales Reports	All Quarterly Sales Reports will be submitted timely with the required information	Completed reports are due on or before the 30 th calendar day after the close of each State fiscal quarter	\$250 per day late
Contractor will timely submit complete MFMP Transaction Fee Reports	All MFMP Transaction Fee Reports will be submitted timely with the required information	Completed reports are due on or before the 15 th calendar day after the end of each month	\$100 per day late
Contractor will provide timely acknowledgement and responses to Customer Inquiries	All Customer inquiries will be acknowledged and responded to timely	<ul style="list-style-type: none"> Initial responses to Customer inquiries are due within 1 business day If the Contractor's initial response does not resolve the Customer inquiry, a follow-up response to the inquiry is due to Customer no later than 3 business days following the initial response until inquiry is resolved, unless otherwise agreed upon by Customer and Contractor. 	\$150 per occurrence

Deliverable	Performance Metric	Performance Due Date	Financial Consequence for Non-Performance /Not Received by the Contract Manager
Contractor will provide timely and accurate invoicing to Customers	All Customer invoices will be provided timely and accurately upon Customer acceptance of delivery	<ul style="list-style-type: none"> Invoices are due to be submitted to Customers no later than 30 calendar days after Customer acceptance. Invoices requiring correction are due to be resubmitted to Customers within 30 calendar days after notification of inaccurate invoice. 	\$100 per calendar day late up to \$1,000

No favorable action will be considered when Contractor has outstanding Contract Quarterly Sales Reports, MFMP Transaction Fee Reports, or any other documentation owed to the Department or Customer, to include fees / monies, that is required under this Contract.

- H. Business Review Meetings: Both the Department and Customer reserve the right to schedule business review meetings, which the Contractor may attend remotely. The Department or Customer may specify the format or agenda for the meeting. At a minimum, the Business Review Meeting may include the following topics:
- Contract compliance
 - Contract savings (in dollar amount and cost avoidance)
 - Spend reports by Customer
 - Recommendations for improved compliance and performance
- I. Special Contract Conditions revisions: the corresponding subsections of the Special Contract Conditions referenced below are replaced in their entirety with the following:

2.2 Renewal.

Upon written agreement, the Department and the Contractor may renew the Contract in whole or in part only as set forth in the Contract documents, and in accordance with section 287.057(14), F.S.

3.7 Transaction Fees.

The State of Florida, through the Department of Management Services, has instituted MyFloridaMarketPlace, a statewide eProcurement system. Pursuant to Section 287.057(24), F.S., all payments shall be assessed a Transaction Fee of one percent (1.0%), or as may otherwise be established by law, which the vendor shall pay to the State.

For payments within the State accounting system (FLAIR or its successor), the Transaction Fee shall, when possible, be automatically deducted from payments to the vendor. If automatic deduction is not possible, the vendor shall pay the Transaction Fee pursuant to subsection 60A-1.031(2), F.A.C. By submission of these reports and corresponding payments, vendor certifies their correctness. All such reports and payments shall be subject to audit by the State or its designee.

The vendor shall receive a credit for any Transaction Fee paid by the vendor for the purchase of any item(s) if such item(s) are returned to the vendor through no fault, act, or omission of the vendor. Notwithstanding the foregoing, a Transaction Fee is non-refundable when an item is rejected or returned, or declined, due to the vendor's failure to perform or comply with specifications or requirements of the agreement.

Vendors will submit any monthly reports required pursuant to the rule. All such reports and payments will be subject to audit. Failure to comply with the payment of the Transaction Fees or submission of required reporting of transactions shall constitute grounds for declaring the Vendor in default.

5.1 Conduct of Business.

The Contractor must comply with all laws, rules, codes, ordinances, and licensing requirements that are applicable to the conduct of its business, including those of federal, state, and local agencies having jurisdiction and authority. For example, the Contractor must comply with section 274A of the Immigration and Nationality Act, the Americans with Disabilities Act, Health Insurance Portability and Accountability Act, if applicable, and all prohibitions against discrimination on the basis of race, religion, sex, creed, national origin, handicap, marital status, or veteran's status. The provisions of subparagraphs 287.058(1)(a)-(c) and (g), F.S., are hereby incorporated by reference.

Nothing contained within this Contract shall be construed to prohibit the Contractor from disclosing information relevant to performance of the Contract or purchase order to members or staff of the Florida Senate or Florida House of Representatives.

Pursuant to section 287.057(26), F.S., the Contractor shall answer all questions of, and ensure a representative will be available to, a continuing oversight team.

The Contractor will comply with all applicable disclosure requirements set forth in section 286.101, F.S. In the event the Department of Financial Services issues the Contractor a final order determining a third or subsequent violation pursuant to section 286.101(7)(c), F.S., the Contractor shall immediately notify the Department and applicable Customers and shall be disqualified from Contract eligibility.

5.4 Convicted, Discriminatory, Antitrust Violator, and Suspended Vendor Lists.

In accordance with sections 287.133, 287.134, and 287.137, F.S., the Contractor is hereby informed of the provisions of sections 287.133(2)(a), 287.134(2)(a), and 287.137(2)(a), F.S. For purposes of this Contract, a person or affiliate who is on the Convicted Vendor List, the Discriminatory Vendor List, or the Antitrust Violator Vendor List may not perform work as a contractor, supplier, subcontractor, or consultant under the Contract. The Contractor must notify the Department if it or any of its suppliers, subcontractors, or consultants have been placed on the Convicted Vendor List, the Discriminatory Vendor List, or the Antitrust Violator Vendor List during the term of the Contract.

In accordance with section 287.1351, F.S., a vendor placed on the Suspended Vendor List may not enter into or renew a contract to provide any goods or services to an agency after its placement on the Suspended Vendor List.

A firm or individual placed on the Suspended Vendor List pursuant to section 287.1351, F.S., the Convicted Vendor List pursuant to section 287.133, F.S., the Antitrust Violator Vendor List pursuant to section 287.137, F.S., or the Discriminatory Vendor List pursuant to section 287.134, F.S., is immediately disqualified from Contract eligibility.

5.6 Cooperation with Inspector General and Records Retention.

Pursuant to section 20.055(5), F.S., the Contractor understands and will comply with its duty to cooperate with the Inspector General in any investigation, audit, inspection, review, or hearing. Upon request of the Inspector General or any other authorized State official, the Contractor must provide any information the Inspector General deems relevant. Such information may include, but will not be limited to, the Contractor's business or financial records, documents, or files of any type or form that refer to or relate to the Contract. The Contractor will retain such records for the longer of five years after the expiration or termination of the Contract, or the period required by the General Records Schedules maintained by the Florida Department of State, at the Department of State's Records Management website. The Contractor agrees to reimburse the State of Florida for the reasonable costs of investigation incurred by the Inspector General or other authorized State of Florida official for investigations of the Contractor's compliance with the terms of this or any other agreement between the Contractor and the State of Florida which results in the suspension or debarment of the Contractor. Such costs will include but will not be limited to: salaries of investigators, including overtime; travel and lodging expenses; and expert witness and documentary fees. The Contractor agrees to impose the same obligations to cooperate with the Inspector General and retain records on any subcontractors used to provide goods or services under the Contract.

7.5 Indemnification.

To the extent permitted by Florida law, the Contractor agrees to indemnify, defend, and hold the Customer and the State of Florida, its officers, employees, and agents harmless from all third party fines, claims, assessments, suits, judgments, or damages, including consequential, special, indirect, and punitive damages, including court costs and attorney's fees, arising from or relating to violation or infringement of a trademark, copyright, patent, trade secret, or intellectual property right or to the extent caused by any acts, actions, breaches, neglect, or omissions of the Contractor, its employees, agents, subcontractors, assignees, or delegates related to the Contract, as well as for any determination arising out of or related to the Contract that the Contractor or Contractor's employees, agents, subcontractors, assignees, or delegates are not independent contractors in relation to the Customer. The Contract does not constitute a waiver of sovereign immunity or consent by

the Customer or the State of Florida or its subdivisions to suit by third parties. Without limiting this indemnification, the Customer may provide the Contractor (1) written notice of any action or threatened action, (2) the opportunity to take over and settle or defend any such action at Contractor's sole expense, and (3) assistance in defending the action at Contractor's sole expense.

7.6 Limitation of Liability.

Unless otherwise specifically enumerated in the Contract or in the purchase order, neither the Department nor the Customer shall be liable for special, indirect, punitive, or consequential damages, including lost data or records (unless the Contract or purchase order requires the Contractor to back-up data or records), even if the Department or Customer has been advised that such damages are possible. Neither the Department nor the Customer shall be liable for lost profits, lost revenue, or lost institutional operating savings.

8.1.1 Termination of Contract.

The Department may terminate the Contract for refusal by the Contractor to comply with this section by not allowing access to all public records, as defined in Chapter 119, F.S., made or received by the Contractor in conjunction with the Contract unless the records are exempt from s. 24(a) of Art. I of the State Constitution and section 119.071(1), F.S.

8.1.2 Statutory Notice.

Pursuant to section 119.0701(2)(a), F.S., for contracts for services with a contractor acting on behalf of a public agency, as defined in section 119.011(2), F.S., the following applies:

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE DEPARTMENT'S CUSTODIAN OF PUBLIC RECORDS AT PUBLICRECORDS@DMS.FL.GOV, (850) 487-1082 OR 4050 ESPLANADE WAY, SUITE 160, TALLAHASSEE, FLORIDA 32399-0950.

Pursuant to section 119.0701(2)(b), F.S., for contracts for services with a contractor acting on behalf of a public agency as defined in section 119.011(2), F.S., the Contractor shall:

(a) Keep and maintain public records required by the public agency to perform the service.

(b) Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, F.S., or as otherwise provided by law.

(c) Ensure that public records that are exempt or confidential and exempt from public records disclosure are not disclosed except as authorized by law for the duration of the Contract term and following the completion of the Contract if the Contractor does not transfer the records to the public agency.

(d) Upon completion of the Contract, transfer, at no cost, to the public agency all public records in possession of the Contractor or keep and maintain public records required by the public

agency to perform the service. If the Contractor transfers all public records to the public agency upon completion of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

8.2.3 Indemnification Related to Confidentiality of Materials.

The Contractor will protect, defend, indemnify, and hold harmless the Department for claims, costs, fines, and applicable attorney's fees arising from or relating to its designation of materials as trade secret or otherwise confidential.

8.4.1 Ownership

If explicitly provided in a separate written agreement between the Contractor and the Customer that sets forth the transfer of ownership rights, the State of Florida shall be the owner of all intellectual property rights to all property created or developed in connection with the Contract.

8.4.2 Patentable Inventions or Discoveries

If explicitly provided in a separate written agreement between the Contractor and the Customer that sets forth the transfer of ownership rights, any inventions or discoveries developed in the course, or as a result, of services in connection with the Contract that are patentable pursuant to 35 U.S.C. § 101 are the sole property of the State of Florida. Contractor must inform the Customer of any inventions or discoveries developed or made through performance of the Contract specifically for the Customer, and such inventions or discoveries will be referred to the Florida Department of State for a determination on whether patent protection will be sought. The State of Florida will be the sole owner of all patents resulting from any invention or discovery made through performance of the Contract specifically for the Customer.

8.4.3 Copyrightable Works

If explicitly provided in a separate written agreement between the Contractor and the Customer that sets forth the transfer of ownership rights, Contractor must notify the Department or State of Florida of any publications, artwork, or other copyrightable works developed in connection with the Contract. If explicitly provided in a separate written agreement between the Contractor and the Customer that sets forth the transfer of ownership rights, all copyrights created or developed through performance of the Contract are owned solely by the State of Florida.

11.3.2 Liquidated Damages

The Customer and the Contractor may negotiate terms of liquidated damages at the point of purchase related to how the Contractor's delayed performance will damage the Customer, but by their nature such damages are difficult to ascertain. Accordingly, the negotiated liquidated damages provisions will apply. Liquidated damages are not intended to be a penalty and are solely intended to compensate for damages.

12.1 Performance or Compliance Audits.

The Department may conduct or have conducted performance and/or compliance audits of the Contractor and subcontractors as determined by the Department. The Department may

conduct an audit and review all the Contractor's and subcontractors' data and records that directly relate to the Contract. To the extent necessary to verify the Contractor's fees and claims for payment under the Contract, the Contractor's agreements or contracts with subcontractors, partners, or agents of the Contractor, pertaining to the Contract, may be inspected by the Department upon thirty (30) calendar days' notice, during normal working hours and in accordance with the Contractor's facility access procedures where facility access is required. Release statements from its subcontractors, partners, or agents are not required for the Department or its designee to conduct compliance and performance audits on any of the Contractor's contracts relating to this Contract. The Inspector General, in accordance with section 5.6, the State of Florida's Chief Financial Officer, and the Office of the Auditor General shall also have authority to perform audits and inspections.

13.2 E-Verify.

The Contractor and its subcontractors have an obligation to utilize the U.S. Department of Homeland Security's (DHS) E-Verify system for all newly hired employees in accordance with section 448.095, F.S. By executing this Contract, the Contractor certifies that it is registered with, and uses, the E-Verify system for all newly hired employees in accordance with section 448.095, F.S. The Contractor must obtain an affidavit from its subcontractors in accordance with paragraph (2)(b) of section 448.095, F.S., and maintain a copy of such affidavit for the duration of the Contract. The Contractor shall provide a copy of its DHS Memorandum of Understanding (MOU) to the Department's Contract Manager within five days of Contract execution.

This section serves as notice to the Contractor regarding the requirements of section 448.095, F.S., specifically sub-paragraph (2)(c)1, and the Department's obligation to terminate the Contract if it has a good faith belief that the Contractor has knowingly violated section 448.09(1), F.S. If terminated for such reason, the Contractor will not be eligible for award of a public contract for at least one year after the date of such termination. The Department will promptly notify the Contractor and order the immediate termination of the contract between the Contractor and a subcontractor performing work on its behalf for this Contract should the Department have a good faith belief that the subcontractor has knowingly violated section 448.09(1), F.S.

J. Special Contract Conditions additions: the following subsection is added to the Special Contract Conditions:

12.3 Document Inspection.

In accordance with section 216.1366, F.S., the Department or a state agency is authorized to inspect the: (a) financial records, papers, and documents of the Contractor that are directly related to the performance of the Contract or the expenditure of state funds; and (b) programmatic records, papers, and documents of the Contractor which the Department or state agency determines are necessary to monitor the performance of the Contract or to ensure that the terms of the Contract are being met. The Contractor shall provide such records, papers, and documents requested by the Department or a state agency within 10 Business Days after the request is made.

**SPECIAL CONTRACT CONDITIONS
JULY 1, 2019 VERSION**

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In accordance with Rule 60A-1.002(7), F.A.C., Form PUR 1000 is included herein by reference but is superseded in its entirety by these Special Contract Conditions.

SECTION 1. DEFINITION.

The following definition applies in addition to the definitions in Chapter 287, Florida Statutes (F.S.), and Rule Chapter 60A-1, Florida Administrative Code (F.A.C.):

1.1 Customer.

The agency or eligible user that purchases commodities or contractual services pursuant to the Contract.

SECTION 2. CONTRACT TERM AND TERMINATION.

2.1 Initial Term.

The initial term will begin on the date set forth in the Contract documents or on the date the Contract is signed by all Parties, whichever is later.

2.2 Renewal.

Upon written agreement, the Department and the Contractor may renew the Contract in whole or in part only as set forth in the Contract documents, and in accordance with section 287.057(13), F.S.

2.3 Suspension of Work and Termination.

2.3.1 Suspension of Work.

The Department may, at its sole discretion, suspend any or all activities under the Contract, at any time, when it is in the best interest of the State of Florida to do so. The Customer may suspend a resulting contract or purchase order, at any time, when in the best interest of the Customer to do so. The Department or Customer will provide the Contractor written notice outlining the particulars of the suspension. After receiving a suspension notice, the Contractor must comply with the notice and will cease the performance of the Contract or purchase order. Suspension of work will not entitle the Contractor to any additional compensation. The Contractor will not resume performance of the Contract or purchase order until so authorized by the Department.

2.3.2 Termination for Convenience.

The Contract may be terminated by the Department in whole or in part at any time, in the best interest of the State of Florida. If the Contract is terminated before performance is completed, the Contractor will be paid only for that work satisfactorily performed for which costs can be substantiated. Such payment, however, may not exceed an amount which is the same percentage of the Contract price as the amount of work satisfactorily performed. All work in progress will become the property of the Customer and will be turned over promptly by the Contractor.

2.3.3 Termination for Cause.

If the performance of the Contractor is not in compliance with the Contract requirements or the Contractor has defaulted, the Department may:

- (a) immediately terminate the Contract;
- (b) notify the Contractor of the noncompliance or default, require correction, and specify the date by which the correction must be completed before the Contract is terminated; or
- (c) take other action deemed appropriate by the Department.

SECTION 3. PAYMENT AND FEES.

3.1 Pricing.

The Contractor will not exceed the pricing set forth in the Contract documents.

3.2 Price Decreases.

The following price decrease terms will apply to the Contract:

3.2.1 Quantity Discounts. Contractor may offer additional discounts for one-time delivery of large single orders;

3.2.2 Preferred Pricing. The Contractor guarantees that the pricing indicated in this Contract is a maximum price. Additionally, Contractor's pricing will not exceed the pricing offered under comparable contracts. Comparable contracts are those that are similar in size, scope, and terms. In compliance with section 216.0113, F.S., Contractor must annually submit an affidavit from the Contractor's authorized representative attesting that the Contract complies with this clause.

3.2.3 Sales Promotions. In addition to decreasing prices for the balance of the Contract term due to a change in market conditions, the Contractor may conduct sales promotions involving price reductions for a specified lesser period. The Contractor must submit documentation identifying the proposed: (1) starting and ending dates of the promotion, (2) commodities or contractual services involved, and (3) promotional prices compared to then-authorized prices.

3.3 Payment Invoicing.

The Contractor will be paid upon submission of invoices to the Customer after delivery and acceptance of commodities or contractual services is confirmed by the Customer. Invoices must contain sufficient detail for an audit and contain the Contract Number and the Contractor's Federal Employer Identification Number.

3.4 Purchase Order.

A Customer may use purchase orders to buy commodities or contractual services pursuant to the Contract and, if applicable, the Contractor must provide commodities or contractual services pursuant to purchase orders. Purchase orders issued pursuant to the Contract must be received by the Contractor no later than the close of business on the last day of the Contract's term. The Contractor is required to accept timely purchase orders specifying delivery schedules that extend beyond the Contract term even when such extended delivery will occur after expiration of the Contract. Purchase orders shall be valid through their specified term and performance by the Contractor, and all terms and conditions of the Contract shall survive the termination or expiration of the Contract and apply to the Contractor's performance. The duration of purchase orders for recurring deliverables shall not exceed the expiration of the Contract by more than twelve months. Any purchase order terms and conditions conflicting with these Special Contract Conditions shall not become a part of the Contract.

3.5 Travel.

Travel expenses are not reimbursable unless specifically authorized by the Customer in writing and may be reimbursed only in accordance with section 112.061, F.S.

3.6 Annual Appropriation.

Pursuant to section 287.0582, F.S., if the Contract binds the State of Florida or an agency for the purchase of services or tangible personal property for a period in excess of one fiscal year, the State of Florida's performance and obligation to pay under the Contract is contingent upon an annual appropriation by the Legislature.

3.7 Transaction Fees.

The State of Florida, through the Department of Management Services, has instituted MyFloridaMarketPlace, a statewide eProcurement system pursuant to section 287.057(22), F.S. All payments issued by Customers to registered Vendors for purchases of commodities or contractual services will be assessed Transaction Fees as prescribed by rule 60A-1.031, F.A.C., or as may otherwise be established by law. Vendors must pay the Transaction Fees and agree to automatic deduction of the Transaction Fees when automatic deduction becomes available. Vendors will submit any monthly reports required pursuant to the rule. All such reports and payments will be subject to audit. Failure to comply with the payment of the Transaction Fees or reporting of transactions will constitute grounds for declaring the Vendor in default and subject the Vendor to exclusion from business with the State of Florida.

3.8 Taxes.

Taxes, customs, and tariffs on commodities or contractual services purchased under the Contract will not be assessed against the Customer or Department unless authorized by Florida law.

3.9 Return of Funds.

Contractor will return any overpayments due to unearned funds or funds disallowed pursuant to the terms of the Contract that were disbursed to the Contractor. The Contractor must return any overpayment within forty (40) calendar days after either discovery by the Contractor, its independent auditor, or notification by the Department or Customer of the overpayment.

SECTION 4. CONTRACT MANAGEMENT.

4.1 Composition and Priority.

The Contractor agrees to provide commodities or contractual services to the Customer as specified in the Contract. Additionally, the terms of the Contract supersede the terms of all prior agreements between the Parties on this subject matter.

4.2 Notices.

All notices required under the Contract must be delivered to the designated Contract Manager in a manner identified by the Department.

4.3 Department's Contract Manager.

The Department's Contract Manager, who is primarily responsible for the Department's oversight of the Contract, will be identified in a separate writing to the Contractor upon Contract signing in the following format:

Department's Contract Manager Name

Department's Name
Department's Physical Address
Department's Telephone #
Department's Email Address

If the Department changes the Contract Manager, the Department will notify the Contractor. Such a change does not require an amendment to the Contract.

4.4 Contractor's Contract Manager.

The Contractor's Contract Manager, who is primarily responsible for the Contractor's oversight of the Contract performance, will be identified in a separate writing to the Department upon Contract signing in the following format:

Contractor's Contract Manager Name
Contractor's Name
Contractor's Physical Address
Contractor's Telephone #
Contractor's Email Address

If the Contractor changes its Contract Manager, the Contractor will notify the Department. Such a change does not require an amendment to the Contract.

4.5 Diversity.

4.5.1 Office of Supplier Diversity.

The State of Florida supports its diverse business community by creating opportunities for woman-, veteran-, and minority-owned small business enterprises to participate in procurements and contracts. The Department encourages supplier diversity through certification of woman-, veteran-, and minority-owned small business enterprises and provides advocacy, outreach, and networking through regional business events. For additional information, please contact the Office of Supplier Diversity (OSD) at osdinfo@dms.myflorida.com.

4.5.2 Diversity Reporting.

Upon request, the Contractor will report to the Department its spend with business enterprises certified by the OSD. These reports must include the time period covered, the name and Federal Employer Identification Number of each business enterprise utilized during the period, commodities and contractual services provided by the business enterprise, and the amount paid to the business enterprise on behalf of each agency purchasing under the Contract.

4.6 RESPECT.

Subject to the agency determination provided for in section 413.036, F.S., the following statement applies:

IT IS EXPRESSLY UNDERSTOOD AND AGREED THAT ANY ARTICLES THAT ARE THE SUBJECT OF, OR REQUIRED TO CARRY OUT, THIS CONTRACT SHALL BE PURCHASED FROM A NONPROFIT AGENCY FOR THE BLIND OR FOR THE SEVERELY HANDICAPPED THAT IS QUALIFIED PURSUANT TO CHAPTER 413, FLORIDA STATUTES, IN THE SAME MANNER AND UNDER THE SAME PROCEDURES SET FORTH IN SECTION 413.036(1) AND (2), FLORIDA STATUTES;

AND FOR PURPOSES OF THIS CONTRACT THE PERSON, FIRM, OR OTHER BUSINESS ENTITY CARRYING OUT THE PROVISIONS OF THIS CONTRACT SHALL BE DEEMED TO BE SUBSTITUTED FOR THE STATE AGENCY INsofar AS DEALINGS WITH SUCH QUALIFIED NONPROFIT AGENCY ARE CONCERNED.

Additional information about RESPECT and the commodities or contractual services it offers is available at <https://www.respectofflorida.org>.

4.7 PRIDE.

Subject to the agency determination provided for in sections 287.042(1) and 946.515, F.S., the following statement applies:

IT IS EXPRESSLY UNDERSTOOD AND AGREED THAT ANY ARTICLES WHICH ARE THE SUBJECT OF, OR REQUIRED TO CARRY OUT, THIS CONTRACT SHALL BE PURCHASED FROM THE CORPORATION IDENTIFIED UNDER CHAPTER 946, F.S., IN THE SAME MANNER AND UNDER THE SAME PROCEDURES SET FORTH IN SECTION 946.515(2) AND (4), F.S.; AND FOR PURPOSES OF THIS CONTRACT THE PERSON, FIRM, OR OTHER BUSINESS ENTITY CARRYING OUT THE PROVISIONS OF THIS CONTRACT SHALL BE DEEMED TO BE SUBSTITUTED FOR THIS AGENCY INsofar AS DEALINGS WITH SUCH CORPORATION ARE CONCERNED.

Additional information about PRIDE and the commodities or contractual services it offers is available at <https://www.pride-enterprises.org>.

SECTION 5. COMPLIANCE WITH LAWS.

5.1 Conduct of Business.

The Contractor must comply with all laws, rules, codes, ordinances, and licensing requirements that are applicable to the conduct of its business, including those of federal, state, and local agencies having jurisdiction and authority. For example, the Contractor must comply with section 274A of the Immigration and Nationality Act, the Americans with Disabilities Act, Health Insurance Portability and Accountability Act, if applicable, and all prohibitions against discrimination on the basis of race, religion, sex, creed, national origin, handicap, marital status, or veteran's status. The provisions of subparagraphs 287.058(1)(a)-(c), and (g), F.S., are hereby incorporated by reference.

5.2 Dispute Resolution, Governing Law, and Venue.

Any dispute concerning performance of the Contract shall be decided by the Department's designated Contract Manager, who will reduce the decision to writing and serve a copy on the Contractor. The decision of the Contract Manager shall be final and conclusive. Exhaustion of this administrative remedy is an absolute condition precedent to the Contractor's ability to pursue legal action related to the Contract or any other form of dispute resolution. The laws of the State of Florida govern the Contract. The Parties submit to the jurisdiction of the courts of the State of Florida exclusively for any legal action related to the Contract. Further, the Contractor hereby waives all privileges and rights relating to venue it may have under Chapter 47, F.S., and all such venue privileges and rights it may have under any other statute, rule, or case law, including, but not limited to, those based on convenience. The Contractor hereby submits to venue in the county chosen by the Department.

5.3 Department of State Registration.

Consistent with Title XXXVI, F.S., the Contractor and any subcontractors that assert status, other than a sole proprietor, must provide the Department with conclusive evidence of a certificate of status, not subject to qualification, if a Florida business entity, or of a certificate of authorization if a foreign business entity.

5.4 Suspended, Convicted, and Discriminatory Vendor Lists.

In accordance with sections 287.042, 287.133, and 287.134, F.S., an entity or affiliate who is on the Suspended Vendor List, Convicted Vendor List, or Discriminatory Vendor List may not perform work as a contractor, supplier, subcontractor, or consultant under the Contract. The Contractor must notify the Department if it or any of its suppliers, subcontractors, or consultants have been placed on the Suspended Vendor List, Convicted Vendor List, or Discriminatory Vendor List during the term of the Contract.

5.5 Scrutinized Companies - Termination by the Department.

The Department may, at its option, terminate the Contract if the Contractor is found to have submitted a false certification as provided under section 287.135(5), F.S., or been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or been engaged in business operations in Cuba or Syria, or to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

5.6 Cooperation with Inspector General and Records Retention.

Pursuant to section 20.055(5), F.S., the Contractor understands and will comply with its duty to cooperate with the Inspector General in any investigation, audit, inspection, review, or hearing. Upon request of the Inspector General or any other authorized State official, the Contractor must provide any information the Inspector General deems relevant to the Contractor's integrity or responsibility. Such information may include, but will not be limited to, the Contractor's business or financial records, documents, or files of any type or form that refer to or relate to the Contract. The Contractor will retain such records for the longer of five years after the expiration of the Contract, or the period required by the General Records Schedules maintained by the Florida Department of State, at the Department of State's Records Management website. The Contractor agrees to reimburse the State of Florida for the reasonable costs of investigation incurred by the Inspector General or other authorized State of Florida official for investigations of the Contractor's compliance with the terms of this or any other agreement between the Contractor and the State of Florida which results in the suspension or debarment of the Contractor. Such costs will include but will not be limited to: salaries of investigators, including overtime; travel and lodging expenses; and expert witness and documentary fees. The Contractor agrees to impose the same obligations to cooperate with the Inspector General and retain records on any subcontractors used to provide goods or services under the Contract.

SECTION 6. MISCELLANEOUS.

6.1 Subcontractors.

The Contractor will not subcontract any work under the Contract without prior written consent of the Department. The Contractor is fully responsible for satisfactory completion of all its subcontracted work. The Department supports diversity in its procurements and contracts, and requests that the Contractor offer subcontracting opportunities to certified woman-, veteran-, and minority-owned small businesses. The

Contractor may contact the OSD at osdhelp@dms.myflorida.com for information on certified small business enterprises available for subcontracting opportunities.

6.2 Assignment.

The Contractor will not sell, assign, or transfer any of its rights, duties, or obligations under the Contract without the prior written consent of the Department. However, the Contractor may waive its right to receive payment and assign same upon notice to the Department. In the event of any assignment, the Contractor remains responsible for performance of the Contract, unless such responsibility is expressly waived by the Department. The Department may assign the Contract with prior written notice to the Contractor.

6.3 Independent Contractor.

The Contractor and its employees, agents, representatives, and subcontractors are independent contractors and not employees or agents of the State of Florida and are not entitled to State of Florida benefits. The Department and Customer will not be bound by any acts or conduct of the Contractor or its employees, agents, representatives, or subcontractors. The Contractor agrees to include this provision in all its subcontracts under the Contract.

6.4 Inspection and Acceptance of Commodities.

6.4.1 Risk of Loss.

Matters of inspection and acceptance are addressed in section 215.422, F.S. Until acceptance, risk of loss or damage will remain with the Contractor. The Contractor will be responsible for filing, processing, and collecting all damage claims. To assist the Contractor with damage claims, the Customer will: record any evidence of visible damage on all copies of the delivering carrier's bill of lading; report damages to the carrier and the Contractor; and provide the Contractor with a copy of the carrier's bill of lading and damage inspection report.

6.4.2 Rejected Commodities.

When a Customer rejects a commodity, Contractor will remove the commodity from the premises within ten (10) calendar days after notification of rejection, and the risk of loss will remain with the Contractor. Commodities not removed by the Contractor within ten (10) calendar days will be deemed abandoned by the Contractor, and the Customer will have the right to dispose of such commodities. Contractor will reimburse the Customer for costs and expenses incurred in storing or effecting removal or disposition of rejected commodities.

6.5 Safety Standards.

Performance of the Contract for all commodities or contractual services must comply with requirements of the Occupational Safety and Health Act and other applicable State of Florida and federal requirements.

6.6 Ombudsman.

A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this office are found in section 215.422, F.S., which include disseminating information relative to prompt payment and assisting contractors in receiving their payments in a timely manner from a Customer. The Vendor Ombudsman may be contacted at (850) 413-5516.

6.7 Time is of the Essence.

Time is of the essence regarding every obligation of the Contractor under the Contract. Each obligation is deemed material, and a breach of any such obligation (including a breach resulting from untimely performance) is a material breach.

6.8 Waiver.

The delay or failure by the Department or the Customer to exercise or enforce any rights under the Contract will not constitute waiver of such rights.

6.9 Modification and Severability.

The Contract may only be modified by written agreement between the Department and the Contractor. Should a court determine any provision of the Contract is invalid, the remaining provisions will not be affected, and the rights and obligations of the Parties will be construed and enforced as if the Contract did not contain the provision held invalid.

6.10 Cooperative Purchasing.

Pursuant to their own governing laws, and subject to the agreement of the Contractor, governmental entities that are not Customers may make purchases under the terms and conditions contained herein, if agreed to by Contractor. Such purchases are independent of the Contract between the Department and the Contractor, and the Department is not a party to these transactions. Agencies seeking to make purchases under this Contract are required to follow the requirements of Rule 60A-1.045(5), F.A.C.

SECTION 7. LIABILITY AND INSURANCE.

7.1 Workers' Compensation Insurance.

The Contractor shall maintain workers' compensation insurance as required under the Florida Workers' Compensation Law or the workers' compensation law of another jurisdiction where applicable. The Contractor must require all subcontractors to similarly provide workers' compensation insurance for all of the latter's employees. In the event work is being performed by the Contractor under the Contract and any class of employees performing the work is not protected under Workers' Compensation statutes, the Contractor must provide, and cause each subcontractor to provide, adequate insurance satisfactory to the Department, for the protection of employees not otherwise protected.

7.2 General Liability Insurance.

The Contractor must secure and maintain Commercial General Liability Insurance, including bodily injury, property damage, products, personal and advertising injury, and completed operations. This insurance must provide coverage for all claims that may arise from performance of the Contract or completed operations, whether by the Contractor or anyone directly or indirectly employed by the Contractor. Such insurance must include the State of Florida as an additional insured for the entire length of the resulting contract. The Contractor is responsible for determining the minimum limits of liability necessary to provide reasonable financial protections to the Contractor and the State of Florida under the resulting contract.

7.3 Florida Authorized Insurers.

All insurance shall be with insurers authorized and eligible to transact the applicable line of insurance business in the State of Florida. The Contractor shall provide Certification(s) of Insurance evidencing that all appropriate coverage is in place and showing the Department to be an additional insured.

7.4 Performance Bond.

Unless otherwise prohibited by law, the Department may require the Contractor to furnish, without additional cost to the Department, a performance bond or irrevocable letter of credit or other form of security for the satisfactory performance of work hereunder. The Department shall determine the type and amount of security.

7.5 Indemnification.

To the extent permitted by Florida law, the Contractor agrees to indemnify, defend, and hold the Customer and the State of Florida, its officers, employees, and agents harmless from all fines, claims, assessments, suits, judgments, or damages, including consequential, special, indirect, and punitive damages, including court costs and attorney's fees, arising from or relating to violation or infringement of a trademark, copyright, patent, trade secret, or intellectual property right or out of any acts, actions, breaches, neglect, or omissions of the Contractor, its employees, agents, subcontractors, assignees, or delegates related to the Contract, as well as for any determination arising out of or related to the Contract that the Contractor or Contractor's employees, agents, subcontractors, assignees, or delegates are not independent contractors in relation to the Customer. The Contract does not constitute a waiver of sovereign immunity or consent by the Customer or the State of Florida or its subdivisions to suit by third parties. Without limiting this indemnification, the Customer may provide the Contractor (1) written notice of any action or threatened action, (2) the opportunity to take over and settle or defend any such action at Contractor's sole expense, and (3) assistance in defending the action at Contractor's sole expense.

7.6 Limitation of Liability.

Unless otherwise specifically enumerated in the Contract or in the purchase order, neither the Department nor the Customer shall be liable for special, indirect, punitive, or consequential damages, including lost data or records (unless the Contract or purchase order requires the Contractor to back-up data or records), even if the Department or Customer has been advised that such damages are possible. Neither the Department nor the Customer shall be liable for lost profits, lost revenue, or lost institutional operating savings. The Department or Customer may, in addition to other remedies available to them at law or equity and upon notice to the Contractor, retain such monies from amounts due Contractor as may be necessary to satisfy any claim for damages, penalties, costs, and the like asserted by or against them. The State may set off any liability or other obligation of the Contractor or its affiliates to the State against any payments due the Contractor under any contract with the State.

SECTION 8. PUBLIC RECORDS, TRADE SECRETS, DOCUMENT MANAGEMENT, AND INTELLECTUAL PROPERTY.

8.1 Public Records.

8.1.1 Termination of Contract.

The Department may terminate the Contract for refusal by the Contractor to comply with this section by not allowing access to all public records, as defined in Chapter 119, F. S., made or received by the Contractor in conjunction with the Contract.

8.1.2 Statutory Notice.

Pursuant to section 119.0701(2)(a), F.S., for contracts for services with a contractor acting on behalf of a public agency, as defined in section 119.011(2), F.S., the following applies:

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT THE TELEPHONE NUMBER, EMAIL ADDRESS, AND MAILING ADDRESS PROVIDED IN THE RESULTING CONTRACT OR PURCHASE ORDER.

Pursuant to section 119.0701(2)(b), F.S., for contracts for services with a contractor acting on behalf of a public agency as defined in section 119.011(2), F.S., the Contractor shall:

- (a) Keep and maintain public records required by the public agency to perform the service.
- (b) Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, F.S., or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure are not disclosed except as authorized by law for the duration of the Contract term and following the completion of the Contract if the Contractor does not transfer the records to the public agency.
- (d) Upon completion of the Contract, transfer, at no cost, to the public agency all public records in possession of the Contractor or keep and maintain public records required by the public agency to perform the service. If the Contractor transfers all public records to the public agency upon completion of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

8.2 Protection of Trade Secrets or Otherwise Confidential Information.

8.2.1 Contractor Designation of Trade Secrets or Otherwise Confidential Information. If the Contractor considers any portion of materials to be trade secret under section 688.002 or 812.081, F.S., or otherwise confidential under Florida or federal law, the Contractor must clearly designate that portion of the materials as trade secret or otherwise confidential when submitted to the Department. The Contractor will be

responsible for responding to and resolving all claims for access to Contract-related materials it has designated trade secret or otherwise confidential.

8.2.2 Public Records Requests.

If the Department receives a public records request for materials designated by the Contractor as trade secret or otherwise confidential under Florida or federal law, the Contractor will be responsible for taking the appropriate legal action in response to the request. If the Contractor fails to take appropriate and timely action to protect the materials designated as trade secret or otherwise confidential, the Department will provide the materials to the requester.

8.2.3 Indemnification Related to Confidentiality of Materials.

The Contractor will protect, defend, indemnify, and hold harmless the Department for claims, costs, fines, and attorney's fees arising from or relating to its designation of materials as trade secret or otherwise confidential.

8.3 Document Management.

The Contractor must retain sufficient documentation to substantiate claims for payment under the Contract and all other records, electronic files, papers, and documents that were made in relation to this Contract. The Contractor must retain all documents related to the Contract for five (5) years after expiration of the Contract or, if longer, the period required by the General Records Schedules maintained by the Florida Department of State available at the Department of State's Records Management website.

8.4 Intellectual Property.

8.4.1 Ownership.

Unless specifically addressed otherwise in the Contract, the State of Florida shall be the owner of all intellectual property rights to all property created or developed in connection with the Contract.

8.4.2 Patentable Inventions or Discoveries.

Any inventions or discoveries developed in the course, or as a result, of services in connection with the Contract that are patentable pursuant to 35 U.S.C. § 101 are the sole property of the State of Florida. Contractor must inform the Customer of any inventions or discoveries developed or made through performance of the Contract, and such inventions or discoveries will be referred to the Florida Department of State for a determination on whether patent protection will be sought. The State of Florida will be the sole owner of all patents resulting from any invention or discovery made through performance of the Contract.

8.4.3 Copyrightable Works.

Contractor must notify the Department or State of Florida of any publications, artwork, or other copyrightable works developed in connection with the Contract. All copyrights created or developed through performance of the Contract are owned solely by the State of Florida.

SECTION 9. DATA SECURITY.

The Contractor will maintain the security of State of Florida data including, but not limited to, maintaining a secure area around any displayed visible data and ensuring data is stored and secured when not in use. The Contractor and subcontractors will not perform any of the services from outside of the United States, and the Contractor will not allow any State of Florida data to be sent by any medium, transmitted, or accessed outside the United States due to Contractor's action or inaction. In the event of a security breach involving State of Florida data, the Contractor shall give notice to the Customer and the Department within one business day. "Security breach" for purposes of this section will refer to a confirmed event that compromises the confidentiality, integrity, or availability of data. Once a data breach has been contained, the Contractor must provide the Department with a post-incident report documenting all containment, eradication, and recovery measures taken. The Department reserves the right in its sole discretion to enlist a third party to audit Contractor's findings and produce an independent report, and the Contractor will fully cooperate with the third party. The Contractor will also comply with all HIPAA requirements and any other state and federal rules and regulations regarding security of information.

SECTION 10. GRATUITIES, LOBBYING, AND COMMUNICATIONS.

10.1 Gratuities.

The Contractor will not, in connection with this Contract, directly or indirectly (1) offer, give, or agree to give anything of value to anyone as consideration for any State of Florida officer's or employee's decision, opinion, recommendation, vote, other exercise of discretion, or violation of a known legal duty, or (2) offer, give, or agree to give to anyone anything of value for the benefit of, or at the direction or request of, any State of Florida officer or employee.

10.2 Lobbying.

In accordance with sections 11.062 and 216.347, F.S., Contract funds are not to be used for the purpose of lobbying the Legislature, the judicial branch, or the Department. Pursuant to section 287.058(6), F.S., the Contract does not prohibit the Contractor from lobbying the executive or legislative branch concerning the scope of services, performance, term, or compensation regarding the Contract after the Contract is executed and during the Contract term.

10.3 Communications.

10.3.1 Contractor Communication or Disclosure.

The Contractor shall not make any public statements, press releases, publicity releases, or other similar communications concerning the Contract or its subject matter or otherwise disclose or permit to be disclosed any of the data or other information obtained or furnished in compliance with the Contract, without first notifying the Customer's Contract Manager and securing the Customer's prior written consent.

10.3.2 Use of Customer Statements.

The Contractor shall not use any statement attributable to the Customer or its employees for the Contractor's promotions, press releases, publicity releases, marketing, corporate communications, or other similar communications, without first notifying the Customer's Contract Manager and securing the Customer's prior written consent.

SECTION 11. CONTRACT MONITORING.

11.1 Performance Standards.

The Contractor agrees to perform all tasks and provide deliverables as set forth in the Contract. The Department and the Customer will be entitled at all times, upon request, to be advised as to the status of work being done by the Contractor and of the details thereof.

11.2 Performance Deficiencies and Financial Consequences of Non-Performance.

11.2.1 Proposal of Corrective Action Plan.

In addition to the processes set forth in the Contract (e.g., service level agreements), if the Department or Customer determines that there is a performance deficiency that requires correction by the Contractor, then the Department or Customer will notify the Contractor. The correction must be made within a time-frame specified by the Department or Customer. The Contractor must provide the Department or Customer with a corrective action plan describing how the Contractor will address all performance deficiencies identified by the Department or Customer.

11.2.2 Retainage for Unacceptable Corrective Action Plan or Plan Failure.

If the corrective action plan is unacceptable to the Department or Customer, or implementation of the plan fails to remedy the performance deficiencies, the Department or Customer will retain ten percent (10%) of the total invoice amount. The retainage will be withheld until the Contractor resolves the performance deficiencies. If the performance deficiencies are resolved, the Contractor may invoice the Department or Customer for the retained amount. If the Contractor fails to resolve the performance deficiencies, the retained amount will be forfeited to compensate the Department or Customer for the performance deficiencies.

11.3 Performance Delay.

11.3.1 Notification.

The Contractor will promptly notify the Department or Customer upon becoming aware of any circumstances that may reasonably be expected to jeopardize the timely and successful completion (or delivery) of any commodity or contractual service. The Contractor will use commercially reasonable efforts to avoid or minimize any delays in performance and will inform the Department or the Customer of the steps the Contractor is taking or will take to do so, and the projected actual completion (or delivery) time. If the Contractor believes a delay in performance by the Department or the Customer has caused or will cause the Contractor to be unable to perform its obligations on time, the Contractor will promptly so notify the Department and use commercially reasonable efforts to perform its obligations on time notwithstanding the Department's delay.

11.3.2 Liquidated Damages.

The Contractor acknowledges that delayed performance will damage the Department/Customer, but by their nature such damages are difficult to ascertain. Accordingly, the liquidated damages provisions stated in the Contract documents will apply. Liquidated damages are not intended to be a penalty and are solely intended to compensate for damages.

11.4 Force Majeure, Notice of Delay, and No Damages for Delay.

The Contractor will not be responsible for delay resulting from its failure to perform if neither the fault nor the negligence of the Contractor or its employees or agents contributed to the delay, and the delay is due directly to fire, explosion, earthquake, windstorm, flood, radioactive or toxic chemical hazard, war, military hostilities, terrorism, civil emergency, embargo, riot, strike, violent civil unrest, or other similar cause wholly beyond the Contractor's reasonable control, or for any of the foregoing that affect subcontractors or suppliers if no alternate source of supply is available to the Contractor. The foregoing does not excuse delay which could have been avoided if the Contractor implemented any risk mitigation required by the Contract. In case of any delay the Contractor believes is excusable, the Contractor will notify the Department in writing of the delay or potential delay and describe the cause of the delay either (1) within ten (10) calendar days after the cause that created or will create the delay first arose, if the Contractor could reasonably foresee that a delay could occur as a result, or (2) if delay is not reasonably foreseeable, within five (5) calendar days after the date the Contractor first had reason to believe that a delay could result. The foregoing will constitute the Contractor's sole remedy or excuse with respect to delay. Providing notice in strict accordance with this paragraph is a condition precedent to such remedy. No claim for damages will be asserted by the Contractor. The Contractor will not be entitled to an increase in the Contract price or payment of any kind from the Department for direct, indirect, consequential, impact or other costs, expenses or damages, including but not limited to costs of acceleration or inefficiency, arising because of delay, disruption, interference, or hindrance from any cause whatsoever. If performance is suspended or delayed, in whole or in part, due to any of the causes described in this paragraph, after the causes have ceased to exist the Contractor will perform at no increased cost, unless the Department determines, in its sole discretion, that the delay will significantly impair the value of the Contract to the State of Florida or to Customers, in which case the Department may (1) accept allocated performance or deliveries from the Contractor, provided that the Contractor grants preferential treatment to Customers and the Department with respect to commodities or contractual services subjected to allocation, or (2) purchase from other sources (without recourse to and by the Contractor for the related costs and expenses) to replace all or part of the commodity or contractual services that are the subject of the delay, which purchases may be deducted from the Contract quantity, or (3) terminate the Contract in whole or in part.

SECTION 12. CONTRACT AUDITS.

12.1 Performance or Compliance Audits.

The Department may conduct or have conducted performance and/or compliance audits of the Contractor and subcontractors as determined by the Department. The Department may conduct an audit and review all the Contractor's and subcontractors' data and records that directly relate to the Contract. To the extent necessary to verify the Contractor's fees and claims for payment under the Contract, the Contractor's agreements or contracts with subcontractors, partners, or agents of the Contractor, pertaining to the Contract, may be inspected by the Department upon fifteen (15) calendar days' notice, during normal working hours and in accordance with the Contractor's facility access procedures where facility access is required. Release statements from its subcontractors, partners, or agents are not required for the Department or its designee to conduct compliance and performance audits on any of the Contractor's contracts relating to this Contract. The Inspector General, in accordance with section 5.6, the State of Florida's Chief Financial Officer, the Office of the Auditor General also have authority to perform audits and inspections.

12.2 Payment Audit.

Records of costs incurred under terms of the Contract will be maintained in accordance with section 8.3 of these Special Contract Conditions. Records of costs incurred will include the Contractor's general accounting records, together with supporting documents and records of the Contractor and all subcontractors performing work, and all other records of the Contractor and subcontractors considered necessary by the Department, the State of Florida's Chief Financial Officer, or the Office of the Auditor General.

SECTION 13. BACKGROUND SCREENING AND SECURITY.

13.1 Background Check.

The Department or Customer may require the Contractor to conduct background checks of its employees, agents, representatives, and subcontractors as directed by the Department or Customer. The cost of the background checks will be borne by the Contractor. The Department or Customer may require the Contractor to exclude the Contractor's employees, agents, representatives, or subcontractors based on the background check results. In addition, the Contractor must ensure that all persons have a responsibility to self-report to the Contractor within three (3) calendar days any arrest for any disqualifying offense. The Contractor must notify the Contract Manager within twenty-four (24) hours of all details concerning any reported arrest. Upon the request of the Department or Customer, the Contractor will re-screen any of its employees, agents, representatives, and subcontractors during the term of the Contract.

13.2 E-Verify.

The Contractor must use the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired during the term of the Contract for the services specified in the Contract. The Contractor must also include a requirement in subcontracts that the subcontractor must utilize the E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the Contract term. In order to implement this provision, the Contractor must provide a copy of its DHS Memorandum of Understanding (MOU) to the Contract Manager within five (5) calendar days of Contract execution. If the Contractor is not enrolled in DHS E-Verify System, it will do so within five (5) calendar days of notice of Contract award and provide the Contract Manager a copy of its MOU within five (5) calendar days of Contract execution. The link to E-Verify is <https://www.uscis.gov/e-verify>. Upon each Contractor or subcontractor new hire, the Contractor must provide a statement within five (5) calendar days to the Contract Manager identifying the new hire with its E-Verify case number.

13.3 Disqualifying Offenses.

If at any time it is determined that a person has been found guilty of a misdemeanor or felony offense as a result of a trial or has entered a plea of guilty or nolo contendere, regardless of whether adjudication was withheld, within the last six (6) years from the date of the court's determination for the crimes listed below, or their equivalent in any jurisdiction, the Contractor is required to immediately remove that person from any position with access to State of Florida data or directly performing services under the Contract. The disqualifying offenses are as follows:

- (a) Computer related crimes;
- (b) Information technology crimes;

- (c) Fraudulent practices;
- (d) False pretenses;
- (e) Frauds;
- (f) Credit card crimes;
- (g) Forgery;
- (h) Counterfeiting;
- (i) Violations involving checks or drafts;
- (j) Misuse of medical or personnel records; and
- (k) Felony theft.

13.4 Confidentiality.

The Contractor must maintain confidentiality of all confidential data, files, and records related to the commodities or contractual services provided pursuant to the Contract and must comply with all state and federal laws, including, but not limited to sections 381.004, 384.29, 392.65, and 456.057, F.S. The Contractor's confidentiality procedures must be consistent with the most recent version of the Department security policies, protocols, and procedures. The Contractor must also comply with any applicable professional standards with respect to confidentiality of information.

SECTION 14. WARRANTY OF CONTRACTOR'S ABILITY TO PERFORM.

The Contractor warrants that, to the best of its knowledge, there is no pending or threatened action, proceeding, or investigation, or any other legal or financial condition, that would in any way prohibit, restrain, or diminish the Contractor's ability to satisfy its Contract obligations. The Contractor warrants that neither it nor any affiliate is currently on the Suspended Vendor List, Convicted Vendor List, or the Discriminatory Vendor List, or on any similar list maintained by any other state or the federal government. The Contractor shall immediately notify the Department in writing if its ability to perform is compromised in any manner during the term of the Contract.

Exhibit C - Pricing Sheet

SHI INTERNATIONAL CORP. NASPO VALUEPOINT SOFTWARE VALUE-ADDED RESELLER (SVAR) STATE OF FLORIDA CONTRACT # 43230000-23-NASPO-ACS <u>CATEGORY I - GENERAL SOFTWARE (ALL PUBLISHERS EXCEPT MICROSOFT AND ORACLE)</u>	
PUBLISHERS	MAXIMUM MARKUP ON RESELLER'S INVOICED COST
Tier I Publishers (Key Itemized Publishers)	
ADOBE	3.70%
CA TECHNOLOGIES	3.20%
CISCO	4.20%
COMMVAULT	3.70%
IBM	3.20%
RED HAT	4.20%
SPLUNK	4.20%
TABLEAU	4.20%
VEEAM	3.70%
VMWARE	4.20%
Tier II Publishers (Other Itemized Publishers)	
AUTODESK	3.70%
BARRACUDA NETWORKS	2.70%
BMC SOFTWARE	4.20%
CHECK POINT SOFTWARE	5.20%
CHERWELL	2.70%
CITRIX	5.20%
CHATSWORTH PRODUCTS (CPI)	2.70%
CROWDSTRIKE	5.20%
DELL	4.20%
DELPHIX	2.70%
DOCUSIGN	5.20%
DYNATRACE	4.20%
FORCEPOINT	3.70%
FORTINET	5.20%
GOOGLE	4.70%
INFORMATICA	4.20%
IVANTI	4.20%
KNOWBE4	4.20%
MCAFEE	4.20%
MICRO FOCUS	4.20%
MULESOFT	2.70%
NETMOTION	4.20%
OKTA	4.20%
OPENTEXT	4.20%
PROGRESS SOFTWARE	2.70%
PROOFPOINT	5.20%
QUEST SOFTWARE	4.20%
RAPID7	4.20%
RSA SECURITY	3.70%
SALESFORCE	5.20%
SAP	4.20%
SOLARWINDS	4.20%

Exhibit C - Pricing Sheet

SHI INTERNATIONAL CORP. NASPO VALUEPOINT SOFTWARE VALUE-ADDED RESELLER (SVAR) STATE OF FLORIDA CONTRACT # 43230000-23-NASPO-ACS CATEGORY I - GENERAL SOFTWARE (ALL PUBLISHERS EXCEPT MICROSOFT AND ORACLE)	
PUBLISHERS	MAXIMUM MARKUP ON RESELLER'S INVOICED COST
SOPHOS	4.70%
SPILLMAN	2.70%
SYMANTEC	4.20%
TENABLE	4.20%
TREND MICRO	4.20%
VARONIS	4.20%
VERITAS	4.20%
ZOHO	4.20%
Non-itemized Publishers	
All other publishers	6.70%
RESELLER SERVICES	HOURLY RATE
- Asset management	\$300.00
- Solutions architect	\$225.00
- Senior solutions architect	\$250.00
- Program engagement manager	\$125.00
- Project leader	\$125.00
- Project manager	\$125.00
- Senior project manager	\$175.00
All other in-scope reseller services	\$300.00

<div>SHI INTERNATIONAL CORP.</div> <div>NASPO VALUEPOINT SOFTWARE VALUE-ADDED RESELLER (SVAR)</div> <div>STATE OF FLORIDA CONTRACT # 43230000-23-NASPO-ACS</div> <div>CATEGORY I - GENERAL SOFTWARE (ALL PUBLISHERS EXCEPT MICROSOFT AND ORACLE)</div>	
OPTIONAL SERVICES	MAXIMUM MARKUP ON RESELLER'S INVOICED COST
Publisher provided Services	20.70%
Other 3rd party provided services	20.70%
Other SHI provided services	20.70%

Exhibit C - Pricing Sheet

SHI INTERNATIONAL CORP. NASPO VALUEPOINT SOFTWARE VALUE-ADDED RESELLER (SVAR) STATE OF FLORIDA CONTRACT # 43230000-23-NASPO-ACS <u>CATEGORY II - MICROSOFT-ONLY SOFTWARE</u>	
SUBCATEGORY	MAXIMUM MARKUP ON RESELLER'S INVOICED COST
Itemized Microsoft Offerings	
EMS E5	1.70%
G1	1.70%
G2	1.70%
G3	1.70%
G5	1.70%
Govt E4	1.70%
Advanced Threat Protection	1.70%
Power BI	1.70%
Exchange Online	1.70%
Kiosk F3 Now	1.70%
Dynamics	1.70%
PowerApps	1.70%
Project Online	1.70%
Azure	2.70%
All Other Microsoft Offerings	
SaaS	1.70%
On-Premise	1.70%
Resold In-scope Professional Services	
- Ongoing maintenance & support services not included in software license agreement	1.70%
- Deployment services	1.70%
- Architectural design services	1.70%
- Training deployment services	1.70%
All other resold in-scope professional services	1.70%
IN-SCOPE RESELLER SERVICES	HOURLY RATE
- Asset management	\$300.00
- Solutions architect	\$225.00
- Senior solutions architect	\$250.00
- Program engagement manager	\$125.00
- Project leader	\$125.00
- Project manager	\$125.00
- Senior project manager	\$175.00
All other in-scope reseller services	\$300.00

<div>SHI INTERNATIONAL CORP.</div> <div>NASPO VALUEPOINT SOFTWARE VALUE-ADDED RESELLER (SVAR)</div> <div>STATE OF FLORIDA CONTRACT # 43230000-23-NASPO-ACS</div> <div>CATEGORY II - MICROSOFT-ONLY SOFTWARE</div>	
OPTIONAL SERVICES	MAXIMUM MARKUP ON RESELLER'S INVOICED COST
Microsoft provided Services	20.70%
Other 3rd party provided services	20.70%
Other SHI provided services	20.70%
Microsoft Premier Support Agreement	5.70%

SHI Founders




Thai Lee
President and CEO




Koguan Leo
Chairman of the Board


Corporate Office




Dwight Moore
Chief Information Officer




Ellen Mass
Vice President of Human Resources




Hal Jagger
Chief Strategy Officer




James Prior
Chief Financial Officer




Jordan Mauriello
Chief Technology Officer



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Senior Vice President PPSS, IDCS



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Steve Alt

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Drew Leonard

Vice President of Customer
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Mary Anne Barney

Vice President, Integration Data
Center Services



Lane Shelton

Vice President Licensing
Consulting & ITAM Services

Customer Segment Leaders



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Senior Vice President, Global
Accounts, UK & France



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Senior Vice President, Public
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Canada, Inside Sales



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CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: No

Contract Requirement: No

Title

RESOLUTION 2025-110 APPROVING THE ADDITION OF THE FLORIDA LICENSING ON WHEELS (FLOW) EVENT TO THE CITY'S SPECIAL EVENT CALENDAR (SPONSORED BY COMMISSIONER MAXWELL-WILLIAMS)

Summary

This resolution approves the addition of the Florida Licensing on Wheels (FLOW) event to the City's Special Event Calendar for fiscal year 2025-2026 as an official initiative by Commissioner Maxwell-Williams to be launched in October 2025. The dates and time of the event will be confirmed subsequent to confirmation with the Florida Division of Motor Vehicles.

Staff Recommendation

Background:

Pursuant to Resolution 2023-101, the City Commission established procedures regarding City-hosted events initiated by City Commissioners. Such procedures mandate that to approve additional events that are not considered in the City's adopted fiscal year budget, the City Commission shall provide approval through an adopted resolution. The services that will be provided at the FLOW events include driver's license and ID credentialing services, purchase of specialty license plates and vehicle registration renewal. No written or driving tests are provided via the FLOW mobiles.

Funding Source:

N/A

Fiscal Impact:

Sponsor Name/Department: Commissioner Maxwell Williams, Mayor & City Commission

Meeting Date: 9/9/2025

ATTACHMENTS:

Description	Type
□ Resolution 2025-110 Special Events Calendar 2025-2026	Resolution

1 RESOLUTION 2025-110

2
3 A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES,
4 FLORIDA; APPROVING THE ADDITION OF THE FLORIDA LICENSING ON
5 WHEELS (FLOW) EVENT TO THE CITY'S SPECIAL EVENT CALENDAR FOR
6 FISCAL YEAR 2025-2026 AS AN OFFICIAL INITIATIVE BY COMMISSIONER
7 KARLENE MAXWELL-WILLIAMS TO BE LAUNCHED IN OCTOBER 2025;
8 PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR
9 INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE
10 DATE.
11

12 WHEREAS, each year, the City of Lauderdale Lakes ("City") hosts special events that
13 enhance the quality of life of its residents and visitors;

14 WHEREAS, pursuant to Resolution 2023-101, the City Commission established procedures
15 regarding City-hosted events initiated by City Commissioners;

16 WHEREAS, such procedures mandate that to approve additional events that are not
17 considered in the City's adopted fiscal year budget, the City Commission shall provide approval
18 through an adopted resolution;

19 WHEREAS, the resolution seeking approval for additional events approved in the City's
20 fiscal year budget must establish a funding source for such requested events;

21 WHEREAS, in accordance with the proposed annual budget for FY 2025/2026, each
22 member of the City Commission is projected to have a specific public funding amount allocated
23 in the Special Initiatives Funding Account dedicated for initiating and hosting said events;

24 WHEREAS, Commissioner Karlene Maxwell-Williams is proposing the following event for
25 approval for fiscal year 2025-2026 ("Event"):

- 26 1. Hosting of the Florida Licensing on Wheels Event "FLOW" a program
27 designed to enhance accessibility to essential DMV services and assist in
28 alleviating the long wait times residents are experiencing at DMV offices
29 across Broward County. This mobile outreach event allows residents to

renew driver licenses, obtain ID cards, replace lost or stolen credentials,
and more—all in a convenient, local setting.

WHEREAS, the City Commission finds it in the best interest of the health and welfare of
the City and its residents to support this initiative as a recognized special event initiated and
sponsored by Commissioner Karlene Maxwell Williams.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF
LAUDERDALE LAKES AS FOLLOWS:

SECTION 1. ADOPTION OF RECITALS: The foregoing RECITALS are hereby ratified and
confirmed as being true, and the same are hereby made a part of this Resolution.

SECTION 2. AUTHORITY: The City Commission hereby approves the addition of the
Florida Licensing On Wheels (FLOW) Event to the Special Event Calendar for Fiscal Year 2025-
2026 as an official initiative of Commissioner Karlene Maxwell-Williams, for a total amount not
to exceed the specific funding amount to be allocated to each member of the City Commission
in the Special Initiatives Funding Account dedicated for initiating and hosting said public events
as set forth and described in the annual budget for FY 2025/2026.

SECTION 3. INSTRUCTIONS TO THE DEPUTY CITY CLERK: The Deputy City Clerk and
other appropriate City Officials are hereby authorized to take any and all actions necessary to
effectuate the intent of this Resolution.

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SECTION 4. EFFECTIVE DATE: This Resolution shall take effect immediately upon its final passage.

ADOPTED BY THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES AT ITS REGULAR MEETING HELD SEPTEMBER 09, 2025.

VERONICA EDWARDS PHILLIPS, MAYOR

ATTEST:

PAVITRI BENASRIE-WATSON, CMC, DEPUTY CITY CLERK

Approved as to form and legality
for the use of and reliance by the
City of Lauderdale Lakes only:

Sidney C. Calloway, City Attorney

Sponsored by: Commissioner Karlene Maxwell-Williams

VOTE:

Mayor Veronica Edwards Phillips	_____ (For)	_____ (Against)	_____ (Other)
Vice-Mayor Tycie Causwell	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Easton Harrison	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Karlene Maxwell-Williams	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Sharon Thomas	_____ (For)	_____ (Against)	_____ (Other)

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: No

Contract Requirement: No

Title

RESOLUTION 2025-111 AUTHORIZING AND APPROVING THE ADOPTION OF TRAILHEAD PARK BY THE KIWANIS CLUB OF LAUDERDALE LAKES UNDER THE CITY'S ADOPT-A-PARK PROGRAM, TO BE ADMINISTERED BY THE PARKS AND HUMAN SERVICES DEPARTMENT FOR THE PURPOSE OF MAINTAINING THE SAFE AND CLEAN ENVIRONMENT OF CITY-OWNED PARKS (SPONSORED BY COMMISSIONER MAXWELL-WILLIAMS)

Summary

This resolution authorizes and approved the Kiwanis Club of Lauderdale Lakes to adopt Trailhead Park as part of the City's Adopt-A-Park Program. The Adopt-A-Park Program is administered by the City of Lauderdale Lakes through the Parks and Human Services Department. The program is designed to encourage community engagement, promote environmental stewardship, and assist in maintaining clean, safe, and welcoming public parks.

Staff Recommendation

Background:

At the February 22, 2022, Commission Meeting, the Mayor and City Commission approved the creation of the Adopt-A-Park Program, administered by the Parks and Human Services Department. This program was established to support the adoption and implementation of a community partnership initiative aimed at maintaining the safe, clean, and welcoming environment of city-owned parks. The program also introduced an application process for community organizations, businesses, and civic groups interested in adopting parks within the City of Lauderdale Lakes.

The Kiwanis Club of Lauderdale Lakes originally submitted an application to adopt Trailhead Park; however, at the time of submission, the park was still under construction. Following the official opening of Trailhead Park in April 2025, the Kiwanis Club expressed continued interest and formally resubmitted its application to adopt the park.

Recommendation:

Staff is respectfully requesting that the Mayor and Commission approve the Kiwanis Club of Lauderdale Lakes' application to adopt Trailhead Park in accordance with the guidelines of the City's Adopt-A-Park Program.

Funding Source:

N/A

Fiscal Impact:

Sponsor Name/Department: Commissioner Karlene Maxwell-Williams, Mayor and Commission Office

Meeting Date: 9/9/2025

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Resolution 2025-111 Approving Kiwanis Club Adopt a Park Program App	Resolution
<input type="checkbox"/> Exhibit A	Exhibit

1 RESOLUTION 2025-111

2
3 A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES,
4 FLORIDA, APPROVING THE KIWANIS CLUB OF LAUDERDALE LAKES'
5 ("KIWANIS CLUB") ADOPT-A PARK PROGRAM APPLICATION AND FURTHER
6 AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST,
7 RESPECTIVELY, THAT CERTAIN AGREEMENT BETWEEN THE CITY OF
8 LAUDERDALE LAKES ("CITY") AND THE KIWANIS CLUB, FOR THE ADOPTION
9 OF THE TRAILHEAD PARK IN THE CITY AS PART OF THE CITY'S ADOPT-A-
10 PARK PROGRAM, TO BE OPERATED BY THE CITY THROUGH THE PARKS AND
11 HUMAN SERVICES DEPARTMENT, FOR THE PURPOSE OF MAINTAINING
12 THE SAFE AND CLEAN ENVIRONMENT OF CITY-OWNED PARKS; A COPY OF
13 THE KIWANIS CLUB ADOPT-A-PARK APPLICATION AND AGREEMENT IS
14 ATTACHED HERETO AS **COMPOSITE EXHIBIT A**, AND A DRAFT COPY OF
15 WHICH CAN BE INSPECTED IN THE OFFICE OF THE CITY CLERK; PROVIDING
16 FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE
17 DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.
18

19 WHEREAS, on February 22, 2022, the City Commission of the City of Lauderdale Lakes
20 ("City") approved the creation of the Adopt-A-Park Program, to be administered by the City's
21 Parks and Human Services Department, to encourage businesses, community organizations, and
22 civic groups to participate in the care and maintenance of public parks throughout the City;

23 WHEREAS, the Adopt-A-Park Program includes an application and review process,
24 through which eligible organizations may formally apply to adopt designated city-owned parks in
25 order to assist with activities such as cleanups, beautification projects, and community
26 engagement efforts;

27 WHEREAS, the Kiwanis Club of Lauderdale Lakes ("Kiwanis Club"), a long-standing civic
28 organization committed to serving the community, initially submitted an application to adopt
29 Trailhead Park as part of the City's Adopt-A-Park Program;

30 WHEREAS, at the time of the initial application submission by the Kiwanis Club, Trailhead
31 Park was still under construction and therefore not yet eligible for adoption;

1 WHEREAS, Trailhead Park officially opened to the public in April 2025, thereby becoming
2 eligible for participation in the Adopt-A-Park Program;

3 WHEREAS, following the park's official opening, the Kiwanis Club reaffirmed its interest
4 and formally resubmitted its application in May of 2025 to adopt Trailhead Park in accordance
5 with the program's procedures and requirements;

6 WHEREAS, if approved the Kiwanis Club will be the adopting organization for the
7 Trailhead Park for a period commencing on July 1, 2025 and ending on June 30, 2026;

8 WHEREAS, City staff has reviewed the application and determined that the Kiwanis Club
9 meets the eligibility criteria and is capable of fulfilling the responsibilities outlined in the Adopt-
10 A-Park Program guidelines; and

11 WHEREAS, the City Commission desires to approve the adoption of Trailhead Park by the
12 Kiwanis Club of Lauderdale Lakes to further the objectives of the Adopt-A-Park Program and
13 promote a clean, safe, and vibrant community environment.

14 NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF
15 LAUDERDALE LAKES AS FOLLOWS:

16 SECTION 1. ADOPTION OF RECITALS: The foregoing RECITALS are hereby ratified and
17 confirmed as being true, and the same are hereby made a part of this Resolution.

18 SECTION 2. APPROVAL: The City Commission of the City of Lauderdale Lakes hereby
19 approves the Kiwanis Club of Lauderdale Lakes' application to adopt Trailhead Park as part of the
20 City of Lauderdale Lakes Adopt-A-Park Program, and further authorizes the Mayor to execute,
21 and the Deputy City Clerk to attest, the Adopt-A-Park Agreement between the City of Lauderdale

Lakes and the Kiwanis Club for the adoption of Trailhead Park, in substantially the form as attached hereto as **Composite Exhibit A**, and incorporated herein by reference.

SECTION 3. INSTRUCTIONS TO THE DEPUTY CITY CLERK: The Deputy City Clerk, through the Acting City Manager, is hereby authorized to obtain three (3) executed copies of the Agreement with one (1) copy of the Agreement to be directed to the Kiwanis Club of Lauderdale Lakes; with one (1) copy to be maintained by the City; and with one (1) copy directed to the Office of the City Attorney.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

SECTION 4. EFFECTIVE DATE: This Resolution shall take effect immediately upon its final passage.

ADOPTED BY THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES AT ITS REGULAR MEETING HELD SEPTEMBER 9, 2025.

VERONICA EDWARDS PHILLIPS, MAYOR

ATTEST:

PAVITRI BENASRIE-WATSON, DEPUTY CITY CLERK

Approved as to form and legality
for the use of and reliance by the
City of Lauderdale Lakes only:

Sidney C. Calloway, City Attorney

Sponsored by: Ericka Lockett, Parks and Human Services Director

VOTE:

Mayor Veronica Edwards Phillips	_____ (For)	_____ (Against)	_____ (Other)
Vice-Mayor Tycie Causwell	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Easton Harrison	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Karlene Maxwell-Williams	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Sharon Thomas	_____ (For)	_____ (Against)	_____ (Other)



Department of Parks and Human Services **ADOPT-A-PARK PROGRAM APPLICATION PACKET**



WHAT IS ADOPT-A-PARK?

The primary purpose of this program is to enlist the community's involvement with selective maintenance within a park in order to maintain a clean park environment for all to enjoy. Tasks may include trash pickup, graffiti reporting, weeding/raking playgrounds, sweeping shelters, cleaning picnic tables, mulching trees/shrubs, and reporting vandalism. Adopting organizations may also help with special projects, such as graffiti cover-up and painting and planting flowers. Some projects and tasks are not available year-round and may be available only at specific parks.

WHAT ARE THE ADOPT-A-PARK POLICIES?

1. The adopting organization shall commit to a one-year period of adoption. At the end of that year, an organization can renew, change sections (if available), or terminate with reasonable notice to the City in writing.
2. Monitoring of the park shall be performed on a regular basis, that is, a quarterly, bi-monthly, or monthly basis, which shall be determined by the Commission. Some sites may require additional time commitments.
3. The City of Lauderdale Lakes will provide trash bags and will be responsible for collecting and disposing of the filled bags.
4. The City of Lauderdale Lakes will place a sign in the adopted park, crediting the organization for its assistance.
5. To further enhance park amenities, organizations may seek sponsorship opportunities by working directly with the City of Lauderdale Lakes Department of Parks and Human Services ("Department").

Interested in Adopting a Park?

Please complete the Application Packet and return to the Parks and Human Services Dept.



Department of Parks and Human Services **ADOPT-A-PARK PROGRAM APPLICATION PACKET**



POLICIES AND PROCEDURES

Community groups and businesses may apply to adopt a park in the City of Lauderdale Lakes. A minimum one-year commitment is required. When an applicant's commitment expires, if acceptable to both parties, the adopting organization may renew the commitment for an additional one-year term. Requests to adopt specific parks are processed upon receipt and will be reviewed by City Staff. Each application received will be ranked according to the applicant's community commitment and participation. All community service information should be listed on the application. The final approval of each application and selection shall rest with the City Commission.

When children participate, the Adopting Organization(s) will have emergency contact information accessible at the site. There must also be one adult supervisor from the attending organization.

The Adopting Organization may elect to clean the designated park on a quarterly, bi-monthly, or monthly basis. A scheduled and approved date is required upon final approval of the application by the City Commission. The schedule will be confirmed through the Department. Certain parks may require a monthly or bi-monthly commitment.

A representative of the Adopting Organization must contact Vincent Mullen, Recreation Supervisor, at (954) 535-2785 (Monday through Friday, 9:00 AM to 5:00PM) to request bags and/or gloves at least one week in advance of the cleanup. Pickup of these items will be at Vincent Torres Park.

- Signage identifying the adopting organization
- Trash bags
- Gloves (participants may supply their own gloves if they prefer)
- Safety information



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All participants are required to read the safety information and conduct themselves in a safe manner while participating in the Program. In addition, each participant is required to wear gloves while cleaning the park.

Adopt-A-Park Benefits include:

- Recognition in City Publications and Media Outlets
- Utilization of City Facility for Community Events (as appropriate and available)

List of City of Lauderdale Lakes Parks:

Cypress Preserve Conservation Park: 2525 NW 49th Ave

Northgate Neighborhood Park: 3555 W. Oakland Park Boulevard

Otis Gray Neighborhood Park: 4800 NW 26th Street

Vincent Torres Memorial Park: 4331 NW 36th Street

Willie Webb Sr. Park: 3601 NW 21st Street

C13 Greenway Trail: (Northern Edge)

✓ Trailhead Park (northeast corner of NW 31st Ave and NW 39th Street) (*adoption subject to approval by Community Redevelopment Agency as owner of Trailhead Park*)



Department of
Parks and Human Services
ADOPT-A-PARK PROGRAM
APPLICATION PACKET



ORGANIZATION NAME: KIWANIS CLUB OF LAUDERDALE LAKES
ORGANIZATION CONTACT PERSON: CHARLES SPENCE
TITLE OR POSITION: DISTINGUISHED PAST PRESIDENT
TELEPHONE NUMBER: 954-699-6456
EMAIL ADDRESS: CSPENCE.BTEL@GMAIL.COM
MAILING ADDRESS: PO BOX 100888, FORT LAUDERDALE, FL 33310
ESTIMATED NUMBER OF PARTICIPANTS: 70
PREFERRED ADOPT A PARK LOCATION (name of park): TRAIL HEAD PARK
TENTATIVE STARTING DATE: JULY 1, 2025
NUMBER OF YEARS ORGANIZATION HAS BEEN ACTIVE IN THE CITY: 27
LIST OF EVENTS ORGANIZATION HAS HOSTED TO BENEFIT LAUDERDALE LAKES RESIDENTS:
① SAVE A LIFE - BLOOD PRESSURE CHECK AT BROWARD MORTS
② ADOPTING AND ROUTING TO 5 DAY CARE CENTERS ON A REGULAR BASIS

LIST OF DONATIONS (IN-KIND OR MONETARY) ORGANIZATION HAS PROVIDED TO BENEFIT LAUDERDALE LAKES RESIDENTS:
OVER \$600,000.00 WORTH OF SCHOLARSHIPS TO STUDENTS
FROM BOYD H. ANDERSON HIGH SCHOOL OVER THE
YEARS

STATEMENT OF AGREEMENT

As representative of this organization, I have read and agree to abide by the policies, regulations and safety recommendations as put forth by the City of Lauderdale Lakes in regard to the Adopt-A-Park program. I understand that this is an application for the Adopt-A-Park program and that a Parks and Human Services representative will contact me to finalize an agreement. In addition, I understand that at the Mayor and Commissioners' direction, the Director or Assistant Director of Parks and Human Services will make the final determination as to whether a group can participate and the final park assignment.

SIGNATURE

Spence

DATE

5/22/25



Department of Parks and Human Services **ADOPT-A-PARK PROGRAM APPLICATION PACKET**



FOR OFFICE USE ONLY

Internal Ranking Sheet

Organization Name: KIWANIS CLUB OF LAUDERDALE LAKES

1. Number of year's organization has been active in the City

- 1 ☐ 1 year or less
- 2 ☐ 2-3 years
- 3 ☐ 4-5 years
- 4 ☐ 5-9 years
- 5 ☒ 10 years or more ✓

2. Organization has partnered with the City to organize events in the community to benefit residents

- 1 ☐ At least one event
- 2 ☐ 2-3 events
- 3 ☐ 4-5 events
- 4 ☐ 5-9 events
- 5 ☐ 10 events or more

3. Organization has exhibited community services through Donations (in-kind or monetary)

- 1 ☐ Strongly Agree
- 2 ☐ Agree
- 3 ☐ Neutral
- 4 ☐ Disagree
- 5 ☐ Strongly Disagree

Total Points:



Department of Parks and Human Services **ADOPT-A-PARK PROGRAM APPLICATION PACKET**



AGREEMENT

This agreement is made and entered into this [DATE OF AGREEMENT] 5/22/25 by and between the City of Lauderdale Lakes, Florida, a municipal corporation ("City") and [NAME OF ORGANIZATION] KCLL ("Adopting Organization").
(KIWANIS CLUB OF LAUDERDALE LAKES)

WITNESSETH:

WHEREAS, the City recognizes the need and benefits of clean, litter-free parks; and

WHEREAS, the City has established an Adopt-A-Park program (the "Program") to enable community groups and businesses to help keep our community litter-free; and

WHEREAS, the Adopting Organization desires to adopt a park by agreeing to provide volunteer support for the removal of litter at the [NAME OF PARK] TRAIL HEAD PARK; and

WHEREAS, the Adopting Organization desires to provide volunteer support for selective maintenance activities as set forth in the Program policy; and

WHEREAS, the Adopting Organization is aware that the nature of the work to be performed may be hazardous, particularly due to the presence of traffic near roadways, and the potential for encountering snakes, insects, and other animals, noxious weeds, debris, and unexpected holes and ditches.

NOW, THEREFORE, the parties agree to the following:

The City recognizes [NAME OF ORGANIZATION] KCLL as the Adopting Organization for [NAME OF PARK] TRAIL HEAD PARK for a period commencing on [DATE AGREEMENT BEGINS] JULY 1, 2025 and ending on [DATE AGREEMENT EXPIRES] JUNE 30, 2026

At the end of the year, this agreement shall terminate. However, if acceptable to both parties, the Adopting Organization may renew this agreement for an additional year. If a renewal occurs, the Adopting Organization must abide by all policies in place at the time of the renewal period.

- 1.) The Adopting Organization accepts responsibility for clearing litter and debris from the Park. Pickups will be scheduled by the Adopting Organization every [PICKUPS SCHEDULED EVERY] 1 month(s), weather permitting, during the adoption period.
- 2.) If the Adopting Organization has also volunteered to provide support for maintenance,



Department of Parks and Human Services **ADOPT-A-PARK PROGRAM APPLICATION PACKET**



activities within the Park, the Adopting Organization will communicate with the City contact person at least one week prior to the scheduled cleanup so that appropriate steps can be taken to arrange the project(s).

- 3.) The Adopting Organization will notify the City contact person at least one week prior to the cleanup so that arrangements can be made to pick up debris.
- 4.) The Adopting Organization has read the City's Adopt-A-Park Program Policies, Safety Recommendations, and Volunteer Agreement (a release of liability) and will provide the information to each volunteer prior to participation in the program. The Adopting Organization and its volunteers agree to abide by these policies, regulations, and safety recommendations.
- 5.) The Adopting Organization agrees that it will be responsible for any of its volunteers or members performing the work and will defend, indemnify, and hold the City harmless from and against any and all liability, claims, and demands on account of any injury or loss that a volunteer might incur when engaged in the work or in any other way related to the work performed under the Adopt-A-Park program. The Adopting Organization will obtain the signature of each volunteer on the Volunteer Agreement form prior to the individual's participation in the Adopt-A-Park program. A parent or guardian's signature is required for children under the age of eighteen.
- 6.) When children under the age of sixteen participate in the program, there must be one adult supervisor from the Adopting Organization. When children participate, the Adopting Organization will have emergency contact information accessible at the site.
- 7.) The City recognizes [NAME OF ORGANIZATION] K C L L
as the Adopting Organization and the City will install signage identifying the organization specified above. The organization's name will appear on the sign as follows:

[SIGN LINE 1] KIWANIS CLUB OF LAUDERDALE LAKES

[SIGN LINE 2] SERVING THE COMMUNITY, ONE CHILD AT A TIME.

- 8.) The City of Lauderdale Lakes will provide the following to each participating organization:

- Trash bags
- Disposable gloves
- Safety information

In the event that either party fails to perform its duties in accordance with the terms hereof, the sole remedy for the non-defaulting party is the termination of this contract and neither party shall have a cause of action against the party in breach hereof, whether for damages, specific performance or quantum merit.



Department of
Parks and Human Services
**ADOPT-A-PARK PROGRAM
APPLICATION PACKET**




ATTEST:

Title:

CITY OF LAUDERDALE LAKES

By: _____

ADOPTING ORGANIZATION

Signature: 

Title: DISTINGUISHED PAST PRESIDENT

Organization: KIWANIS CLUB OF LAUDERDALE LAKES

Address: PO BOX 100888, FORT LAUDERDALE, FL 33310

Representative: CHARLES STENCEL
(please print)

CITY OF LAUDERDALE LAKES

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Fiscal Impact: Yes

Contract Requirement: No

Title

RESOLUTION 2025-112 APPROVING THE FY 2026 GROUP INSURANCE BENEFITS FOR ELECTED OFFICIALS AND ELIGIBLE EMPLOYEES

Summary

This resolution authorizes the City to renew its group insurance plans for Fiscal Year 2026.

Staff Recommendation

Background:

After a thorough evaluation of all of the benefits offered by the carriers by staff and the City's Agent of Record, Gelin Benefits Group LLC, it is recommended that the City renew its group insurance with the following carriers: Medical Insurance-Florida Blue, GAP Insurance-American Public Life; Dental Insurance-Solstice, Vision Insurance-Humana and Life, LTD and STD Insurance-Mutual of Omaha.

Funding Source:

Fiscal Impact:

Sponsor Name/Department: Tara Williams, Director of HRRM

Meeting Date: 9/9/2025

ATTACHMENTS:

Description	Type
Resolution 2025-112 Approving FY 2025_2026 Group Insurance Benefits for Elected Officials and Eligible Employees	Resolution

1 RESOLUTION 2025-112

2
3 A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES,
4 FLORIDA, AUTHORIZING THE RENEWAL OF CITY INSURANCE POLICIES
5 PROVIDING FOR HEALTH INSURANCE COVERAGE WITH BLUE CROSS AND
6 BLUE SHIELD OF FLORIDA, INC. ("FLORIDA BLUE"); PROVIDING FOR DENTAL
7 INSURANCE COVERAGE WITH SOLSTICE BENEFITS, INC.; PROVIDING FOR
8 VISION INSURANCE COVERAGE WITH HUMANA INC.; PROVIDING FOR LIFE
9 INSURANCE COVERAGE WITH MUTUAL OF OMAHA INSURANCE
10 COMPANY; AND PROVIDING FOR GAP INSURANCE COVERAGE WITH
11 AMERICAN PUBLIC LIFE INSURANCE COMPANY; PROVIDING FOR THE
12 ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE ACTING
13 CITY MANAGER; PROVIDING AN EFFECTIVE DATE.
14

15 WHEREAS, the City of Lauderdale Lakes ("City") currently provides group health
16 insurance, vision insurance, dental insurance, life insurance, and gap insurance coverage for the
17 Elected Officials and eligible City Staff;

18 WHEREAS, Gelin Benefits Group is the City's Agent of Record and has determined from its
19 study of group insurance alternatives that Blue Cross and Blue Shield of Florida, Inc., Humana
20 Inc., Solstice Benefits, Inc., Mutual of Omaha Insurance Company, and American Public Life
21 Insurance Company currently provide the best overall respective insurance coverage while
22 providing the lowest premium cost to the City.

23 NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF
24 LAUDERDALE LAKES AS FOLLOWS:

25 SECTION 1. ADOPTION OF RECITALS: The foregoing RECITALS are hereby ratified and
26 confirmed as being true, and the same are hereby made a part of this Resolution.

27 SECTION 2. AUTHORITY FOR RENEWAL: The City Commission hereby authorizes the
28 renewal of the City's group insurance policies for the FY 2025/2026, to wit: health insurance
29 coverage with Blue Cross and Blue Shield of Florida, Inc., dental insurance coverage with Solstice

Benefits, Inc., vision insurance with Humana Inc., life insurance coverage with Mutual of Omaha Insurance Company, and gap insurance coverage with American Public Life Insurance Company.

SECTION 3. INSTRUCTIONS TO THE ACTING CITY MANAGER: The Acting City Manager is hereby authorized and directed to take such steps as shall be necessary and proper to bind such coverage and to provide for the payment of the premiums required therefor.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

SECTION 4. EFFECTIVE DATE: This Resolution shall take effect immediately upon its final passage.

ADOPTED BY THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES AT ITS REGULAR CITY COMMISSION MEETING HELD SEPTEMBER 09, 2025.

VERONICA EDWARDS PHILLIPS, MAYOR

ATTEST:

PAVITRI BENASRIE-WATSON, CMC, DEPUTY CITY CLERK

Attest as to form and legality
for the use of and reliance by the
City of Lauderdale Lakes only:

Sidney C. Calloway, City Attorney

Sponsored by: Tara Williams, Director of Human Resources and Risk Management

VOTE:

Mayor Veronica Edwards Phillips	_____ (For)	_____ (Against)	_____ (Other)
Vice-Mayor Tycie Causwell	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Easton Harrison	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Karlene Maxwell-Williams	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Sharon Thomas	_____ (For)	_____ (Against)	_____ (Other)

CITY OF LAUDERDALE LAKES

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Fiscal Impact: No

Contract Requirement: No

Title

RESOLUTION 2025-113 APPROVING THE ADDITION OF THE DIAPER DISTRIBUTION EVENT TO THE CITY OF LAUDERDALE LAKES' ("CITY") SPECIAL EVENTS CALENDAR FOR FISCAL YEAR 2024-2025 (SPONSORED BY COMMISSIONER HARRISON)

Summary

This resolution approves the addition of the Diaper Distribution Event to the City of Lauderdale Lakes' ("city") special events calendar for fiscal year 2024-2025 as an official initiative by Commissioner Easton K. Harrison.

Staff Recommendation

Background:

This resolution seeks approval for an additional event not previously approved in the City's adopted fiscal year budget. Each Commissioner has budgeted amount of Six Thousand Dollar (\$6,000) to host said events in the Special Initiatives Funding Account. Commissioner Easton Harrison proposes to host a "Diaper Distribution" event on September 20, 2025.

Funding Source:

Fiscal Impact:

Sponsor Name/Department: Commissioner Easton Harrison, Mayor and Commission

Meeting Date: 9/9/2025

ATTACHMENTS:

	Description	Type
□	Resolution 2025-113 Approving Amendment to FY 2024-2025 Special Events Calendar	Resolution

RESOLUTION 2025-113

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA, APPROVING THE ADDITION OF THE DIAPER DISTRIBUTION EVENT TO THE CITY OF LAUDERDALE LAKES' ("CITY") SPECIAL EVENTS CALENDAR FOR FISCAL YEAR 2024-2025 AS AN OFFICIAL INITIATIVE BY COMMISSIONER EASTON HARRISON TO BE HOSTED ON SEPTEMBER 20, 2025, PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE DEPUTY CITY CLERK; PROVIDING AN EFFECTIVE DATE.

WHEREAS, each year, the City of Lauderdale Lakes ("City") hosts special events that enhance the quality of life of its residents and visitors;

WHEREAS, pursuant to Resolution 2023-101, the City Commission established procedures regarding City-hosted events initiated by City Commissioners;

WHEREAS, such procedures mandate that to approve additional events that were not considered in the City's adopted fiscal year budget, the City Commission shall provide approval through an adopted resolution;

WHEREAS, the resolution seeking approval for additional events not previously approved in the City's fiscal year budget must establish a funding source for such requested event;

WHEREAS, each Commissioner has a budgeted amount of Six Thousand Dollars and No/100 (\$6,000.00) to host said events in the Special Initiatives Funding Account;

WHEREAS, in addition to the previously approved initiatives and special events, the City Commission is proposing the following event for approval for fiscal year 2024-2025 ("Event"):

1. Commissioner Easton Harrison proposes to host a "Diaper Distribution" event on September 20, 2025, of which has sufficient funding from the Special Initiatives Funding Account.

1 WHEREAS, the Event would bring additional community support to City residents;

2 WHEREAS, an amendment to the Special Events Calendar for fiscal year 2024-2025 is
3 required to carry out the Event; and

4 WHEREAS, the cost of the additional event has already been contemplated and budgeted
5 for by Commissioner Harrison.

6 NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF
7 LAUDERDALE LAKES AS FOLLOWS:

8 SECTION 1. ADOPTION OF RECITALS: The foregoing RECITALS are hereby ratified and
9 confirmed as being true, and the same are hereby made a part of this Resolution.

10 SECTION 2. AUTHORITY: The City Commission hereby approves the amendment of the
11 Special Events Calendar for Fiscal Year 2024-2025 to include the additional Event listed in this
12 Resolution for a total amount not to exceed Six Thousand and No/100 Dollars (\$6,000.00)
13 budgeted for each commissioner in the Special Initiatives Funding Account.

14 SECTION 3. INSTRUCTIONS TO THE DEPUTY CITY CLERK: The Deputy City Clerk and
15 other appropriate City Officials are hereby authorized to take any and all actions necessary to
16 effectuate the intent of this Resolution.

17
18
19 [REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]
20
21

SECTION 4. EFFECTIVE DATE: This Resolution shall take effect immediately upon its final passage.

ADOPTED BY THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES AT ITS REGULAR MEETING HELD SEPTEMBER 09, 2025.

VERONICA EDWARDS PHILLIPS, MAYOR

ATTEST:

PAVITRI BENASRIE-WATSON, CMC, DEPUTY CITY CLERK

Approved as to form and legality
for the use of and reliance by the
City of Lauderdale Lakes only:

Sidney C. Calloway, City Attorney

Sponsored by: Venice Howard, Acting City Manager

VOTE:

Mayor Veronica Edwards Phillips	_____ (For)	_____ (Against)	_____ (Other)
Vice-Mayor Tycie Causwell	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Easton Harrison	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Karlene Maxwell-Williams	_____ (For)	_____ (Against)	_____ (Other)
Commissioner Sharon Thomas	_____ (For)	_____ (Against)	_____ (Other)