



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 AGENDA
City Commission Chambers
February 23, 2026
5:00 PM

Please join the meeting via Zoom
<https://us06web.zoom.us/j/85456687413>

Please join the meeting via telephone:
1 305 224 1968 or 1 312 626 6799
Meeting ID: 854 5668 7413

-
1. **CALL TO ORDER**
 2. **ROLL CALL**
 3. **DISCUSSION**

REVIEW OF THE FEBRUARY 24, 2026 CITY COMMISSION MEETING AGENDA

4. **DISCUSSION OF PROPOSED ORDINANCE(S)**
5. **ADDITIONAL WORKSHOP ITEMS**

A. PRESENTATION FROM STANTEC INC. REGARDING THE FIRE ASSESSMENT STUDY (5:30 P.M. TIME CERTAIN)

This is a discussion regarding Stantec Inc. who was hired to perform a study of the Fire Assessment fees charged the City to ensure that the amount assessed yearly is enough to cover the cost of the service provided.

B. ADVISORY BOARDS' PRESENTATION TO THE CITY COMMISSION (BEAUTIFICATION ADVISORY BOARD, HISTORIC PRESERVATION BOARD AND MILITARY AFFAIRS BOARD (6:00 P.M. TIME CERTAIN))

This is an update from the Beautification Advisory Board, Historic Preservation Board and Military Affairs Board.

C. DISCUSSION REGARDING A REQUEST FROM STATE REPRESENTATIVE LISA DUNKLEY FOR THE USE OF THE FIELD AT VINCENT TORRES PARK FOR A FITNESS EVENT (TIME CERTAIN 6:30 P.M.)

This is a discussion regarding a request from State Representative Lisa Dunkley for the use of the field at Vincent Torres Park for a fitness event on Friday, March 27, 2026 from 7 p.m. to 8 p.m.

D. DISCUSSION REGARDING THE PROCESS FOR REQUEST FOR DONATIONS FROM THE CITY

This is a continued discussion regarding the requests the city receives for monetary donations. This policy seeks to create some criteria for award of funds to organizations.

E. DISCUSSION REGARDING THE PROPOSED FISCAL YEAR 2026-27 BUDGET CALENDAR

This is a discussion regarding the annual proposed budget calendar to assist in the preparation of the City's operating and capital budget development for the upcoming fiscal year.

F. DISCUSSION REGARDING BUDGET AMENDMENT TO THE FISCAL YEAR 2026 BUDGET

This is a discussion regarding a budget amendment to the fiscal year 2025 budget.

G. DISCUSSION REGARDING CELL PHONE ALLOWANCE AND TRAVEL REIMBURSEMENT FOR CITY COMMISSIONERS (SPONSORED BY COMMISSIONER CAUSWELL)

This is a continued discussion regarding cell phone allowance and travel reimbursement for City Commissioners.

H. DISCUSSION REGARDING USE OF CITY FACILITIES (SPONSORED BY COMMISSIONER CAUSWELL)

This is a continued discussion regarding the use of City facilities.

I. DISCUSSION REGARDING APPROVING AND AUTHORIZING THE FIRST THREE-YEAR RENEWAL OF RFP # 012623, A COOPERATIVE CONTRACT AWARDED BY THE CITY OF OAKLAND PARK FLORIDA FOR GRANT MANAGEMENT SERVICES WITH RMPK FUNDING, FOR THE PERIOD MARCH 15, 2026, THROUGH MARCH 14, 2029, AND AUTHORIZING EXPENDITURES EXCEEDING TWENTY FIVE THOUSAND DOLLARS (\$25,000.00) PER CONTRACT YEAR FOR GRANT APPLICATION SERVICES, AS NEEDED

This is a discussion regarding renewal of the agreement with RMPK Funding for grant management services through a cooperative contract with the City of Oakland Park, FL.

J. DISCUSSION REGARDING AUTHORIZING THE MAYOR AND CITY COMMISSION TO UTILIZE THE SOUTHEAST FLORIDA GOVERNMENTAL PURCHASING COOPERATIVE GROUP CONTRACT WITH THE CITY OF SUNRISE, FLORIDA FOR SWIMMING POOL CHEMICALS TO THE LOWEST RESPONSIBLE AND RESPONSIVE VENDOR IN AN ANNUAL AMOUNT NOT TO EXCEED FIFTEEN THOUSAND (\$15,000.00) PER FISCAL YEAR

This is a discussion authorizing the Mayor and City Commission to utilize the Southeast Florida governmental purchasing cooperative group contract with the City of Sunrise, Florida for swimming pool chemicals.

K. DISCUSSION REGARDING CITY OF CORAL SPRINGS RESOLUTION OPPOSING HOUSE JOINT RESOLUTION 203 IN THE 2026 FLORIDA LEGISLATIVE SESSION WHICH PROVIDES FOR A PHASED OUT ELIMINATION OF NON-SCHOOL AD VALOREM TAX REVENUE AND SIGNIFICANTLY ERODES LOCAL GOVERNMENT HOME RULE AUTHORITY (SPONSORED BY VICE MAYOR THOMAS)

This is a discussion regarding the City of Coral Springs Resolution opposing House Joint Resolution 203 in the 2026 Florida Legislative Session, which provides for a phased out elimination of Non-School Ad Valorem Tax Revenue and significantly erodes Local Government Home Rule Authority.

L. DISCUSSION REGARDING RENAMING A PORTION OF 39TH STREET, FROM NW 31ST AVENUE TO NW 29TH AVENUE AFTER BOYD ANDERSON HIGH SCHOOL PRINCIPAL, MR. JAMES GRIFFIN

This is a continued discussion regarding the renaming a portion of NW 39th Street from NW 31st Avenue to NW 29th Avenue in honor of Mr. James Griffin, Principal of Boyd Anderson High School.

M. DISCUSSION REGARDING AUTHORIZING THE USE OF THE CITY LOGO ON PROMOTIONAL MATERIALS FOR THE BROWARD COUNTY 2026 SMALL BUSINESS MICRO-GRANT PROGRAM TO BE ADMINISTERED THROUGH THE OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT (OESBD)

The purpose of this discussion is to request approval for the use of the City Logo on promotional materials for the Broward County 2026 Small Business Micro-Grant Program workshop to be held on April 1, 2026, at the Lauderdale Lakes Willie Webb Sr Park.

6. REPORTS

A. UPDATE ON THE EXECUTIVE FIRM SEARCH FOR THE HIRING OF THE NEW CITY MANAGER

This is the current timeline on the process of the hiring of a new City Manager.

B. PETITIONS FROM THE PUBLIC

Victoria Platt - pothole concerns on condo property

FUTURE MEETINGS:

The next scheduled City Commission Workshop will take place March 9, 2026 at 5 p.m.

The next scheduled City Commission Meeting will take place on March 10, 2026 at 7 p.m.

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.

Mayor Veronica Edwards Phillips - Vice Mayor Sharon Thomas

Commissioner Tycie Causwell - Commissioner Easton Harrison - Commissioner Karlene Maxwell-Williams

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Yes

Contract Requirement: No

Title

PRESENTATION FROM STANTEC INC. REGARDING THE FIRE ASSESSMENT STUDY (5:30 P.M. TIME CERTAIN)

Summary

This is a discussion regarding Stantec Inc. who was hired to perform a study of the Fire Assessment fees charged the City to ensure that the amount assessed yearly is enough to cover the cost of the service provided.

Staff Recommendation

Background:

Fire assessment fees are non-ad valorem amounts to residents and businesses to cover the cost of fire protection services. These fees are to be used solely for the cost of providing this service.

Funding Source:

The source of funding is through an annual assessment as part of the tax bill to residents and businesses of the city.

Fiscal Impact:

The fiscal impact is dependent on the percentage of funding the city chooses to assess in its annual budget.

Sponsor Name/Department: Sharon Haynes, Financial Services Director, CPA, CPFO

Meeting Date: 2/23/2026

ATTACHMENTS:

Description	Type
 Presentation	Presentation



City of Lauderdale Lakes, FL

Fire Assessment Update Study

Presentation

February 2026





Stantec Introduction

- The City has retained Stantec to perform a Fire Assessment Update Study for 2025
 - Delayed due to staff changes and statutory deadlines

- Stantec provide a variety of Financial Consulting Services including but not limited to:
 - General Fund Financial Sustainability Analysis
 - Non-Ad Valorem Assessment Fee design and management
 - Utility rate design and revenue sufficiency studies
 - Impact Fee Studies
 - Bond/Debt Issuance Support

- Successfully implemented, updated or consulted on Fire Assessments throughout the State



What is a Fire Assessment?

- Fire Assessments are a Non-Ad Valorem Fee used to directly fund Fire Protection Services
- By State law, very few municipal services may have a Non-Ad Valorem direct funding mechanism. Some examples include:
 - Fire Protection
 - Solid Waste
 - Stormwater
 - Capital Projects
- Any revenues raised through a Non-Ad Valorem Assessment must be used solely for the stated purpose



Legal Requirements for Non-Ad Valorem Assessments

The Fee Calculation must follow the “two-pronged test”



1. The property assessed must derive a special benefit from the service provided
 - i.e. rights-of-way, submerged lands, etc. are excluded
2. The assessment must be fairly and reasonably apportioned among the properties that receive the special benefit
 - Addressed by the fee calculation methodology

Costs for EMS, ALS & Personal Transport are removed

- Per case law, EMS services benefit people, not property





“Calls for Service” Methodology

- Most common and widely used Fire Assessment Methodology in Florida and Broward County
- Upheld by the Florida Court System
- Allocates costs of Fire Protection Service to property classes based upon the historical demand for services, by property class
 - Informed by actual call/incident data provided by BSO
- Assessment rates are calculated by Property Class:
 - Residential → per **Dwelling Unit**
 - Non-Residential → per **100 Square Foot**
 - Vacant → per **Acre**



Current Rates

Current (FY26) Fire Assessment Rates		
Property Category	Unit Type	Current (FY 26)
Single-Family Residential	Dwelling Unit	\$333.84
Multi-Family Residential	100 Square Feet	\$402.35
Commercial	100 Square Feet	\$36.20
Industrial/Warehouse	100 Square Feet	\$4.16
Institutional	100 Square Feet	\$43.88
Vacant	Per Acre	\$731.28
Estimated Net Revenue		\$6,335,000



Approach

1. Call Allocation

- a) Source: BSO Incident Data (CY 2022 – 24)

2. Calculate Cost of Service

- a) Source: FY 2025 Budget

3. Update Billable Units

- a) Source: Broward County Property Appraiser's Summary Data

4. Calculate Assessment Rates

- a) FY 2026 , 5-YR AVG & Maximum



Call Data Analysis

- Calls for Service, or “Demand-based” Methodology
- 3-years of Incident Data (CY 2022 – 24)

Fire Call Allocation By Property Type		
Property Classification	# of Fire Calls	% of Calls
Residential (Single-Family & Multi-Family)	3,161	73.2%
Commercial	563	13.0%
Industrial/Warehouse	16	0.4%
Institutional	524	12.1%
Government	42	1.0%
Vacant	15	0.3%
Total	4,321	100.0%



Cost of Service

PROJECTION OF FIRE RESCUE NET REVENUE REQUIREMENT						
Fire Expenditures by Category	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	5-Year Average
Personnel Services	\$ 6,061,400	\$ 6,485,698	\$ 6,939,696	\$ 7,425,475	\$ 7,945,258	\$ 6,971,505
Operating Costs	545,136	583,296	624,127	667,816	681,580	620,391
Total Fire Expenditures	\$ 6,606,536	\$ 7,068,994	\$ 7,563,823	\$ 8,093,291	\$ 8,626,838	\$ 7,591,896
Less: Charges for Services	(393,044)	(393,044)	(393,044)	(393,044)	(393,044)	(393,044)
Less: Miscellaneous Revenues	(5,578)	(5,578)	(5,578)	(5,578)	(5,578)	(5,578)
Net Fire Assessment Expenditures	\$ 6,207,915	\$ 6,670,372	\$ 7,165,202	\$ 7,694,669	\$ 8,228,217	\$ 7,193,275
Plus: Assessment Study Costs (1)	40,000	-	-	-	-	8,000
Plus: Tax Collector Costs (2)	134,525	143,610	154,252	165,638	177,112	155,027
Plus: Property Appraiser Costs (3)	7,500	7,500	7,500	7,500	7,500	7,500
Plus: Early Payment Discount / Non-Collection (4)	336,313	359,025	385,629	414,095	442,780	387,569
Net Revenue Requirement for Assessment	\$ 6,726,252	\$ 7,180,508	\$ 7,712,582	\$ 8,281,902	\$ 8,855,610	\$ 7,751,371

(1) - Assessment Study Cost Reimbursement
 (2) - Estimated at 2% of Net Revenue Requirement
 (3) - Estimated at \$0.50 per Parcel
 (4) - Estimated at 5% of Net Revenue Requirement

Note: Based on the **FY 2025 Adopted Budget** and escalation factors



Budget Allocation

Allocation of Fire FY 2026 Net Revenue Requirement		
Property Class	% Allocation	\$ Allocation
Residential (Single-Family & Multi-Family)	73.2%	\$ 4,920,547
Commercial	13.0%	876,390
Industrial/Warehouse	0.4%	24,906
Institutional	12.1%	815,681
Government	1.0%	65,379
Vacant	0.3%	23,350
Total	100.0%	\$ 6,726,252

Note: Government properties are exempt from the assessment, therefore the government allocation would need to be funded through some other available revenue source.



Property Data

Fire Assessment Units Per Property Class		
Property Class	Assessment Unit	Total Allocated Units
Residential (Single-Family & Multi-Family)	Dwelling Unit	14,264
Commercial	100 Square Feet	21,184
Industrial/Warehouse	100 Square Feet	9,458
Institutional	100 Square Feet	12,840
Vacant	Per Acre	50

Note: Based on Property Tax Summary Data as Maintained by the County Property Appraiser



Fire Assessment Results FY 2026, Full Cost Recovery

FY 2026 Fire Assessment Rate Calculation (100% Cost Recovery)					
Property Category	% Allocation	\$ Allocation	Allocated Units	Unit Type	FY 2026 Calculated Assessment
Residential (Single-Family & Multi-Family)	73.2%	\$ 4,920,547	14,264	Dwelling Unit	\$344.96
Commercial	13.0%	876,390	21,184	100 Square Feet	\$41.37
Industrial/Warehouse	0.4%	24,906	9,458	100 Square Feet	\$2.63
Institutional	12.1%	815,681	12,840	100 Square Feet	\$63.53
Vacant	0.3%	23,350	50	Per Acre	\$464.67
Total Billed Assessments		\$ 6,660,873			
Less: Tax Collector Costs (2%)		(124,502)			
Less: Early Payment Discount/Undercollections (5%)		(311,256)			
Fire Estimated Collected Revenue		\$ 6,225,115			



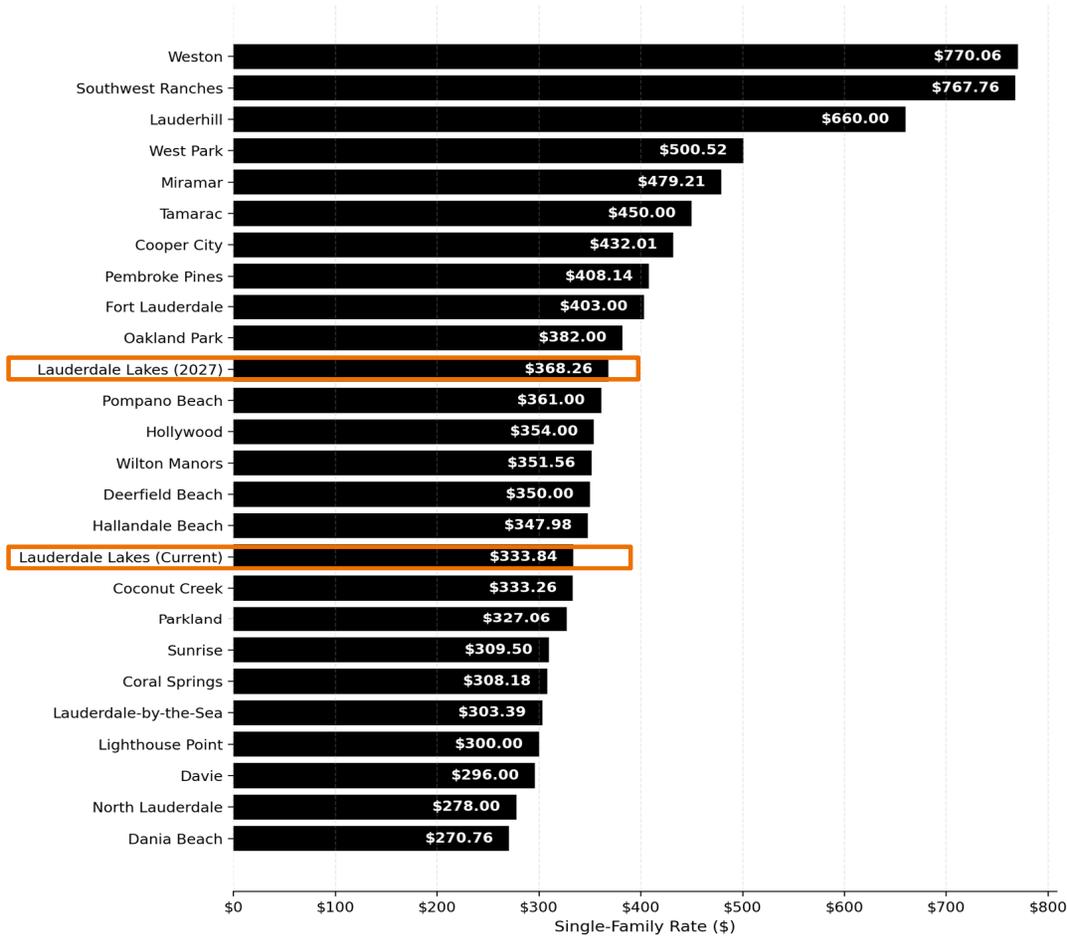
FY 2027-30 & 5 YR Avg Rate/Revenue Scenarios

FY 2027 - FY 2030 & 5-Year Average Rates at 100% Cost Recovery							
Property Category	Unit Type	Current	FY 2027	FY 2028	FY 2029	FY 2030	5-Year Average
Single-Family Residential	Dwelling Unit	\$333.84	\$368.26	\$395.55	\$424.75	\$454.17	\$397.54
Multi-Family Residential	Dwelling Unit	\$402.35	\$368.26	\$395.55	\$424.75	\$454.17	\$397.54
Commercial	100 Square Feet	\$36.20	\$44.16	\$47.44	\$50.94	\$54.47	\$47.68
Industrial/Warehouse	100 Square Feet	\$4.16	\$2.81	\$3.02	\$3.24	\$3.47	\$3.03
Institutional	100 Square Feet	\$43.88	\$67.82	\$72.84	\$78.22	\$83.64	\$73.21
Vacant	Per Acre	\$731.28	\$496.05	\$532.81	\$572.14	\$611.77	\$535.49
Estimated Net Revenue		\$6,335,000	\$6,645,526	\$7,137,959	\$7,664,862	\$8,195,825	\$7,173,858



Single Family Assessment Rate Survey

Single-Family Residential Fire Assessment Rate per Dwelling Unit



Note: assessment rates may vary across entities based on cost recovery %, methodology, level of service, etc.

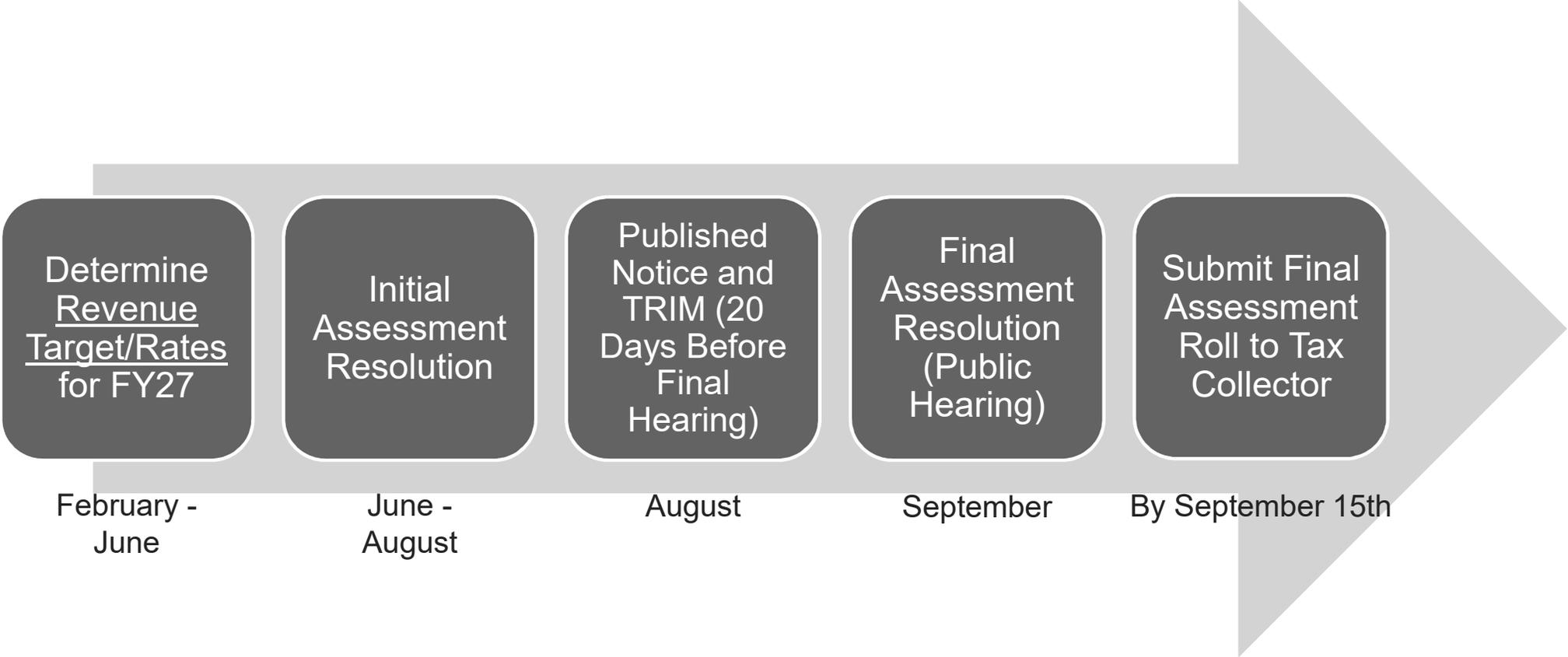


Conclusions & Recommendations

- The rates presented reflect current allocations, cost of service, and property data
 - Single-Family and Multi-Family combined due to rates converging
- The City has the option to adopt updated rates for FY 2027 up to 100% cost recovery



Sample Implementation Timeline



CITY OF LAUDERDALE LAKES

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Fiscal Impact:

Contract Requirement:

Title

ADVISORY BOARDS' PRESENTATION TO THE CITY COMMISSION (BEAUTIFICATION ADVISORY BOARD, HISTORIC PRESERVATION BOARD AND MILITARY AFFAIRS BOARD (6:00 P.M. TIME CERTAIN)

Summary

This is an update from the Beautification Advisory Board, Historic Preservation Board and Military Affairs Board.

Staff Recommendation

Background:

Funding Source:

Fiscal Impact:

Sponsor Name/Department: Pav Benasrie-Watson, Deputy City Clerk

Meeting Date: 2/23/2026

ATTACHMENTS:

Description	Type
<input type="checkbox"/> BAB Board - 4th Quarterly Report	Backup Material
<input type="checkbox"/> Historic Preservation Board 4th Quarter Advisory Board Report	Backup Material
<input type="checkbox"/> Military Affairs Board 4th Quarter Advisory Board Report	Backup Material

**City of Lauderdale Lakes
QUARTERLY BOARD REPORT**

2025

(October, November and December)

Board Name: Beautification Advisory Board

Chairperson: Paul Martin

Board Liaison: Melissa Smith

ATTENDANCE RECORD

Member Name	October 16, 2025	Nov. 14, 2025	December, 2025
Paula Edwards	A	X	A
Paulette Lewis	A	X	X
Paul Martin	X	X	A
Shirley Maughn	A	A	X
Marcee "Pat" Walker	X	X	X

Please use the following codes: **A** = absent, **N** = new appointment or reappointed, **T** = term end or resigned or removed. To indicate members present use **X** or √. If no meeting is held, please indicate "no meeting".

1. Long term Goals/Objectives of the Board:

The Board shall recommend to the City Commission rules and regulations and submit with recommendations concerning the following matters: landscaping in connection with new development in the city, the rehabilitation of landscaping with respect to the existing development in the City, the need for specific enforcement tools with respect to decaying or deteriorate conditions diminishing the beauty of the City. The need to establish civic and educational programs regarding the benefits of enhanced beautification for the City. Specific areas within the City which are in the process of deteriorating or which have deteriorated to a point that enforcement should be given to the areas of particular property in order to protect the surrounding property and the value thereof.

2. Please list current projects and provide the status of each:

- FY2025 Beautification Advisory Board Home of the Quarter Selection – Ongoing
- FY2025 Beautification Advisory Board Business of the Quarter Selection – Ongoing
- FY2025 Beautification Advisory Board Holiday Decoration Contest Selection – Results Pending

3. Please list any projects completed since the last report:

N/A

4. Board issues requiring commission action or attention:

- a. None to report

Pursuant to City of Lauderdale Lakes Code, this report shall be filed on the first day of January, April, July and October of each year. Completed reports should be directed to the Office of the City Clerk no later than the first business day of each quarter.

**City of Lauderdale Lakes
QUARTERLY BOARD REPORT**

2025

(October, November and December)

Board Name: Historic Preservation Board

Chairperson: Caroline Fyffe

Board Liaison: Pav Benasrie-Watson

ATTENDANCE RECORD

Member Name	October 9, 2025	Nov. 13, 2025	Dec. 11, 2025
Caroline Fyffe	A	A	No meeting
Nicole Hall	A	X	No meeting
Celeste Humphrey	X	X	No meeting
Simone Shepherd	X	A	No meeting
James Etta Warner	X	X	No meeting

x

Please use the following codes: **A** = absent, **N** = new appointment or reappointed, **T** = term end or resigned or removed. To indicate members present use **X** or √. If no meeting is held, please indicate “no meeting”.

1. Long term Goals/Objectives of the Board:

- The goal of the Historic Preservation Board (HPB) is to increase the awareness of Lauderdale Lakes history, by recognizing, collecting, and preserving historic memorabilia continuously.

2. Please list current projects and provide the status of each:

- Recognition of residents 85 years and older (ongoing)
- Historical markers (on-hold)
- Continue to identify historical sites in the City (on-hold)
- Digitizing of artifacts in the Sam Brown Room (researching)

3. Please list any projects completed since the last report:

- Vice Mayor Tycie Causwell was celebrated as a Broward County Pioneer in November 2025. She was nominated by the Historic Preservation Board.

4. Board issues requiring commission action or attention:

- None to report



**City of Lauderdale Lakes
 QUARTERLY ADVISORY BOARD
 REPORT (October 2025 – December 2025)**

Board Name: Military Affairs Board (MAB)
Chairperson: Linda Hugley (nominated March 3, 2025)
Vice-Chair: John Davis (nominated March 3, 2025)
Secretary: Sabrina Sweet (nominated March 3, 2025)
Board Liaison: Reeva Thrower

Attendance Record

Member Name	Expiration	October 1, 2025	November 5, 2025	December 3, 2025
John Davis (T. Causwell)	Nov 2028	X	X	No Meeting
Lamal Jenkins (V. Edwards-Phillips)	Nov 2028	X	A	No Meeting
Clinton Davis (S. Thomas)	Nov 2026	X	X	No Meeting
Sabrina Sweet (E. Harrison)	Nov 2028	A	X	No Meeting
Linda Hugley (K. Maxwell-Williams)	Nov 2028	X	X	No Meeting

Please use the following codes: **A**=absent, **No Meeting**=meeting cancelled, **N**=new appointment, **T**=term end or resigned or removed, **X**=member present.
There was a meeting each month.

1. Long term Goals/Objectives of the Board:

- A. One of the goals is to reach as many veterans that lives in the city of Lauderdale Lakes. MAB wants to be able to offer them the resources they may need for everyday living.
- B. To be able to highlight some of our veterans that lives in the city.
- C. Another goal is to find a land mark that can be named after the veterans.

2. Current and ongoing projects:

- A. Veteran's Brunch the Saturday before Veteran's Day each year.

CITY OF LAUDERDALE LAKES

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Fiscal Impact: No

Contract Requirement: No

Title

DISCUSSION REGARDING A REQUEST FROM STATE PREPRESENTATIVE LISA DUNKLEY FOR THE USE OF THE FIELD AT VINCENT TORRES PARK FOR A FITNESS EVENT (TIME CERTAIN 6:30 P.M.)

Summary

This is a discussion regarding a request from State Representative Lisa Dunkley for the use of the field at Vincent Torres Park for a fitness event on Friday, March 27, 2026 from 7 p.m. to 8 p.m.

Staff Recommendation

Background:

Funding Source:

Fiscal Impact:

Sponsor Name/Department: Venice Howard, MMC - Acting City Manager/City Clerk

Meeting Date: 2/23/2026

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Yes

Contract Requirement: No

Title

DISCUSSION REGARDING THE PROCESS FOR REQUEST FOR DONATIONS FROM THE CITY

Summary

This is a continued discussion regarding the requests the city receives for monetary donations. This policy seeks to create some criteria for award of funds to organizations.

Staff Recommendation

Background:

Approval of the proposed policy and revise the code to remove the requirement for submission of an audited statement from the organizations making the request.

Funding Source:

The General Fund

Fiscal Impact:

Amount as determined by the annual budget.

Sponsor Name/Department: Sharon Haynes, Financial Services Director, CPA, CPFO

Meeting Date: 2/23/2026

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Presentation on Donations	Presentation



CITY OF LAUDERDALE LAKES

Aid to Organizations

Proposed Policy update

Revised 02/23/2026



Lauderdalelakes.org



954-535-2700



4300 NW 36th Street Lauderdale Lakes, FL 33319

Current City's Ordinance

The criteria established in the code are:

- That the award serves a public purpose
- That the award benefits the city
- That the applicant provides a certified financial statement dated no more than one year older than the time of application



Proposed Policy

- Alignment to City's Mission and Vision
- Organizational Capacity
- Community Engagement and Inclusion
- Financial Health
- Performance Indicators



Proposed Scoring Model

- **Public Purpose- 20%** (Clear articulation of the problem being addressed, use of credible data to support need, compliance with rules and regulations)
- **Benefits to the City- 20%** (Meaningful involvement of community members or beneficiaries, inclusion of marginalized sectors, cultural competency)
- **Organization's Capacity – 10%** (Experience and **qualification of leadership**, program past success, partnerships with other organizations)
- **Financial Health- 30%** (Percentage of funding used for program, diversified funding source, reasonable budget, demonstrated gap in funding)
- **Performance Measures- 20%** (Defined Metrics, Measurable outcomes)



Eligibility For Award

- Donors submitting the required documentation
- Donors scoring above 50%
- Programs that produce meaningful results



Sponsorships

- Differs from request for donations.
- City is provided intangible or tangible recognition.
- Do not need to submit the documents as per request for donations.
- Similar criteria can be used to determine award.



Action Needed

- Change in code language regarding “certified financial statement”.
- Commission approval of proposed policy





CITY OF LAUDERDALE LAKES
THANK
YOU

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: No

Contract Requirement: No

Title

DISCUSSION REGARDING THE PROPOSED FISCAL YEAR 2026-27 BUDGET CALENDAR

Summary

This is a discussion regarding the annual proposed budget calendar to assist in the preparation of the City's operating and capital budget development for the upcoming fiscal year.

Staff Recommendation

Background:

On an annual basis, City staff prepares a budget calendar to assist in the preparation of the City's operating and capital budget development for the upcoming fiscal year.

City staff is prepared to review the critical dates that involve City Commission and other dates that are governed by the Florida State Statute Ch.200, Determination of millage.

Critical dates to consider:

February 2026:

February 13: Distribute the City Priorities Survey

March 2026:

March 4, 2026: Strategic Planning Retreat with City Commission

April 2026:

April 9, 2026: FY 2027 Budget Kick-off

June 2026:

June 1, 2026: City receives the preliminary taxable values from BCPA

July 2026:

July 1, 2026: City receives the certified taxable values from BCPA

July 8, 2026: Town Hall Meeting – FY 2027 Budget Engagement

July 13, 2026: Budget Advisory Committee submits recommendations

July 28, 2026: City Manager presents the FY2026-27 Proposed Budget & CIP

August 2026:

August 4, 2026: Certification of millage rates to BCPA & Dept. of Revenue

August 13, 2026: Town Hall Meeting – FY 2027 Budget Workshop

City Manager publishes FY2026-27 Proposed Budget Book

September 2026 (TBD):

Adopt Final Non-ad valorem rates @ 6 p.m.

First Budget Public Hearing @ 6 p.m.

Certification non-ad valorem rates to BCPA & Dept. of Revenue

Final Budget Public Hearing

Florida Statute requires that a public hearing on the proposed millage rate and budget be held within 65 to 80 days following the certification of the taxable values by the Broward County Property Appraiser (July 1, 2025).

Municipal budget public hearings cannot be held on the same day as Broward County nor the School Board of Broward County; therefore, the City's proposed dates for its budget public hearings may change once

these dates are released.

It is recommended that the City Commission review and discuss the Proposed FY 2026-27 Budget Calendar and approve the tentative budget public hearing dates to consider the Fiscal Year 2026-27 millage rate and budget for the City of Lauderdale Lakes.

The proposed Fiscal Year 2026-27 Budget Calendar is attached as Exhibit A.

Funding Source:

N/A

Fiscal Impact:

Sponsor Name/Department: Sharon Haynes, CPA, CPFO, Financial Services Department

Meeting Date: 2/23/2026

ATTACHMENTS:

Description	Type
 FY 2027 Proposed Budget Calendar	Exhibit



City of Lauderdale Lakes Fiscal Year 2027 Budget Calendar

New Theme

Date	Activity
Feb 23, 2026	Presentation of the FY 2027 Budget Calendar @ City Commission Workshop; Appointment of Budget Advisory Committee
TBD	Organizational Meeting with Budget Advisory Committee
March 4, 2026	FY 2027 Strategic Planning Retreat with City Commission
April 2026	Distribute the City Priorities Survey and collection of the survey
April 9, 2026 (10 a.m.)	FY 2027 Budget Kick-off; Distribute Budget Preparation Instructions by email to Department Directors & YTD reports
April 15 – 16, 2026	FY 2027 Revenue Workshops by Category with select Department Directors including fees review.
April 21 – 22, 2026	FY 2027 Budget Training: Budget 101, Data Entry in MUNIS, Program Modifications
May 1, 2026	Personnel Projections Due - HRRM
May 8, 2026	FY 2027-2031 Budget Requests & Program Modifications due
May 11 – 15, 2026	Financial Services conducts review and analysis of submitted budget requests
May 18, 2026	Capital Improvement Budgets Due
May 19 – 22, 2026	Financial Services conducts review and analysis of CIP budget requests
May 26 – 29, 2026	Budget Meetings with Finance and departments (meeting to present budget recommendations & adjustments)
June 1, 2026	Receive preliminary taxable values from the Broward County Property Appraiser (BCPA)/City staff prepares DR-420 forms and preliminary TIF
June 2 – 5, 2026	Budget Staff in coordination with departments adjust General Fund expenditures if required based upon preliminary taxable values
June 23 – 30, 2026	Department Budget Meetings with City Manager
July 1, 2026	Receive certified taxable values from the BCPA/City staff revises DR-420 forms and calculates proposed TIF
July 2 – 10, 2026	Budget Staff in coordination with departments adjust General Fund expenses if required based upon certified taxable values



City of Lauderdale Lakes Fiscal Year 2027 Budget Calendar

New Theme

Date	Activity
July 8, 2026	Town Hall Meeting: FY 2027 Budget Engagement
July 13, 2026 (1 st workshop)	Budget Advisory Committee presents budget recommendations
July 22, 2026	FY 2027 Budget Workshop: Special Revenue, Debt Service, Enterprise Funds, CIP & General Fund
July 28, 2026	City Commission sets Proposed City Millage & Budget and Proposed Special Assessment Rates (Regular Meeting)
August 4, 2026	Certification of the completed DR-420 forms and rolled-back rate, proposed millage rate, proposed non-ad valorem rates and time, date, and place of the first required public hearing to the Dept. of Revenue, BCPA, and Revenue Collector – DR-420 forms are electronically certified
August 13, 2026	Town Hall Meeting: FY 2027 Budget Workshop; including Property Values/Understanding TRIM (Presented by BCPA)
August 2026 (TBD)	BCPA mails out City TRIM notices
August 27, 2026	Publish the FY 2027 Proposed Operating & Capital Budget Book – City Manager submits to City Commission
*September 10, 2026 @ 6 p.m.	First (Tentative) Millage & Budget Public Hearings
September 14, 2026 @ 6 p.m. <i>(Cannot be held before Sept 12th if TRIM is being used for first class notice)</i>	Adopt Final Fire Assessment, Stormwater, and Solid Waste/Recycling Assessments (Due Sep 15th per Statute 197.3632)
September 15, 2026	Non-ad valorem assessment certification to Broward County Property Appraiser (BCPA) & Broward Revenue Collector
September 15, 2026	Adopt the FY 2027 CRA Budget
*September 20, 2026	Advertise in Sun-Sentinel for Final Budget Public Hearing
*September 23, 2026 @ 6 p.m.	Second (Final) Millage & Budget Public Hearings (Special Meeting)
*September 25, 2026	Mandatory Millage rate certification to the Dept. of Revenue, BCPA, and Revenue Collector (within 3 days of budget adoption)
October TBD, 2026	Certification of final e-TRIM forms (within 3 days of receipt of the DR-422) <i>Certification of the Final Taxable Values</i>
October TBD, 2026	TRIM Compliance packet due to Dept. of Revenue, BCPA, and Revenue Collector (due within 30 days of budget adoption)

Requires City Commission input	FL Statute requirement	Requires CRA Board of Directors input	Critical dates for Department Directors
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* The City cannot hold public hearings the same day as a school district or county commission:

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact:

Contract Requirement:

Title

DISCUSSION REGARDING BUDGET AMENDMENT TO THE FISCAL YEAR 2026 BUDGET

Summary

This is a discussion regarding a budget amendment to the fiscal year 2025 budget.

Staff Recommendation

Background:

Funding Source:

Fiscal Impact:

Sponsor Name/Department: Sharon Haynes, Financial Services Director

Meeting Date: 2/23/2026

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Budget Amendment Memo	Cover Memo
<input type="checkbox"/> Department Request	Backup Material



City of Lauderdale Lakes Proposed Amendment To the FY2026 Adopted Budget.

General Fund:

- The total appropriations adopted for the fiscal year 2026 budget was **\$46,646,267**. At the end of January, period 4, staff have been able to identify some areas where funds can be reallocated to meet various programs and projects that were either under budgeted or not budgeted at all.
- The proposed amendment will be to reduce the allocations in some departments where excess funds have been identified. These departments are the City Manager's Office, the Financial Services Department, Planning and Zoning and BSO Police Services. A total of **\$1,388,688** has been recognized in cost savings that staff proposed to be reallocated as follows. These proposed expenditures will be funded by cost savings and will not increase the general fund budget.

Proposed Expenditures

- Human Resources: \$115,000 for department and city-wide training
- Development Services: \$210,000 for Land and Development code update.
- Public Works: \$278,000 for Equipment, Janitorial, Vehicle Lease & Utilities
- General Administration \$260,00 for New Servers, Strategic Planning and Special Events and Copy and Print.

Alzheimer's Fund

Staff proposed additional funding as follows:

- Professional Service (nursing staff) \$140,000
- Contractual Services (meals) \$20,000

Gas Tax Fund Transportation:

The city received an additional \$190,540 of gas tax revenue from the state this year. The proposal is to use the amount to fund the following

- Electricity \$139,000
- Water & Sewer \$51,540

Surtax Fund:

- The city received grant funds from the County for \$852,811. Funding to be appropriated for the 39th Street Drainage Improvement Project.
- Additional funding approved by Broward County of \$30,055.50. Funds to be appropriated to the NW 36th Terrace Improvement Project.

Storm Water Fund

- The proposal here is to re-appropriate funds from retained earnings to cover vehicle rental and professional fees in the amount of \$68,000.
- Replenish funds in Stormwater CIP fund to the Boat Ramp project of \$190,925 used for the NW 34th Way Drainage Project.

CIP Fund

- Funds needed for the Vincent Torres Building Wall. Re-appropriate funding from the General Fund - \$220,000
- Funds needed to enhance the Northgate Park Improvement Project. Re-appropriate funding from the General Fund - \$80,000

**City of Lauderdale Lakes
FY 2026 Budget Amendment
Department Request**

Department	Item	GL Account #	FY 2026 Budget	Funds Needed	Justification
Human Resources					
	HR Training	5510 Training		\$35,000.00	To provide Tyler Training for HR's current and new staff (\$20,000); ; To attend HR based trainings (\$15,000)
	Leadership	5510 Training		\$60,000.00	To provide Leadership Training for all Sr. Management (\$30,000) &
	Office Supplies	5110 Office Supplies		\$2,000.00	To purchase adequate office supplies
	Furniture for New Staff	6413 Office Furniture		\$3,000.00	To purchase a desk and chair for new staff member
	HR Conferences	4010 Travel & Per Diem		\$8,000.00	To cover local and out of state travel to conferences
	Milestone Program	3110 Professional Services		\$3,000.00	To cover the cost for Milestone gifts/awards
	First Aide Kits	4911 Safety/Wellness		\$3,000.00	To provide mounted first aide kits in each breakroom & refills
	Employee Handbooks	4710 Printing & Binding		\$1,500	To print and bind Employee Handbooks
	Total Request			\$ 115,500.00	

City of Lauderdale Lakes
FY 2026 Budget Amendment

Department Request

Public Works

Department	Item	GL Account #	FY 2026 Budget	Funds Needed	Justification
General Admin	1	0010700-4310	\$220,000.00	\$16,000.00	Funding for Annual Citywide Electrical Services
General Admin	2	0010700-4311	\$60,000.00	\$16,000.00	Funding for Annual Citywide Water Services
PHS - Aquatics		0011128-4310 AQ	\$0.00	\$10,000.00	Funding for Annual Electrical Services (i.e. Pool)
PHS - Aquatics		0011128-4311 AQ	\$0.00	\$25,000.00	Funding for Annual Water Services (i.e. Pool)
Public Works - Facilities	3	0011301-3410	\$129,924.00	\$40,000.00	Additional funding required for new janitorial services contract \$5,800 monthly Increase
Public Works - Facilities	4	0011301-4610	\$120,000.00	\$30,000.00	To cover the deficiency in the proposed budget request Increase in annual agreements (i.e. A/C Maint., Door Repair, Alarm Services)
Public Works - Facilities	5	0011301-4611	\$30,900.00		
Public Works - Fleet	6	0011303-4410	\$5,000.00	\$17,000.00	Backhoe Equipmental Rental (\$2,358 per mo.) due to the Backhoe Purchase was not approved by City Commission.
Public Works	7				
Public Works - Gas Tax	8	1161316-4310	\$0.00	\$172,000.00	Funding for Annual Electrical Services (i.e. public right-of-ways)
Public Works - Gas Tax	9	1161316-4311	\$0.00	\$92,000.00	Funding for Annual Water Services (i.e. public right-of-ways)
Public Works - Gas Tax	10	1161316-4611	\$0.00	\$24,000.00	Funds for repairs to city-owned lights (i.e. parking lot, fields, etc.)
Public Works - Gas Tax	11	1161316-5212	\$13,117.00	\$5,400.00	To cover the deficiency in the proposed budget request (i.e. Tools, paint, trash bags, etc.)
Public Works - Stormwater	12	4011302-3110	\$61,352.00	\$20,000.00	Recover funds transferred for Utility Vehicle Rent/Lease (i.e. Stormwater Distribution and Professional Services)
Public Works - Stormwater	13	4011302-3410	\$114,600.00	\$20,000.00	Recover funds transferred for Utility Vehicle Rent/Lease (i.e. Iguana Removal and Annual Aerator Fountain Maint.)
Public Works - Stormwater	14	4011302-4310	\$0.00	\$2,365.00	Funding for Annual Electrical Services for Aerator Fountains
Public Works - Stormwater	15	4011302-4311	\$0.00	\$500.00	Funding for Annual Stormwater Water Services
Special Project Requests					
		0011301-6210	\$0.00	\$12,000.00	City Hall Restroom Floor Replacement
		0011301-6210	\$0.00	\$4,500.00	PW Office and IT Manager Floor Replacement
		0011301-6310	\$0.00	\$5,000.00	VT Park Sliding Gate Replacement
		1161316-6310	\$0.00	\$20,000.00	Temporary Speed Bumps
		0011300-3110	\$0.00	\$46,650.00	Oakland Villas Assessment***
Pending: Amounts for Enterprise Rent/Lease					
		0010411-4612		254	Utility Vehicle Rent/Lease Maint.
		0010411-4612 EntP	\$0.00	3,759	Utility Vehicle Rent/Lease

0011128-4612	\$0.00	2,237	Utility Vehicle Rent/Lease Maint.
0011128-4612 EntP	\$0.00	33,728	Utility Vehicle Rent/Lease
0011301-4612	\$0.00	1,551	Utility Vehicle Rent/Lease Maint.
0011301-4612 EntP	\$0.00	33,350	Utility Vehicle Rent/Lease
0011303-4612 EntP	\$0.00	4,295	Utility Vehicle Rent/Lease
0011304-4612	\$0.00	1,144	Utility Vehicle Rent/Lease Maint.
0011304-4612 EntP	\$0.00	16,301	Utility Vehicle Rent/Lease
1161316-4612	\$2,000.00	2,237	Utility Vehicle Rent/Lease Maint.
1161316-4612 EntP	\$0.00	15,835	Utility Vehicle Rent/Lease
4011302-4612	\$10,500.00	1,284	Utility Vehicle Rent/Lease Maint.
4011302-4612 EntP	\$0.00	52,402	Utility Vehicle Rent/Lease
4050902-4612	\$0.00	1,798	Utility Vehicle Rent/Lease Maint.
4050902-4612 EntP	\$0.00	27,620	Utility Vehicle Rent/Lease
Total Request		\$776,210.22	

**City of Lauderdale Lakes
 FY 2026 Budget Amendment
 Department Request**

Department	Item	GL Account #	FY 2026 Budget	Funds Needed	Justification
Gen Admin	IT Servers		\$ -	150,000	Replace the current servers that have gone past their project life
	Special Events		280,000.00	50,000.00	To fund all the plannd events for the year
	Printing & Machine Rental		15,800.00	40,000.00	To fund copier use and printing
	Strategic Plan		\$ -	20,000.00	To fund the five year strategic planning and goals for the next five years
Total Request				260,000.00	

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: No

Contract Requirement:

Title

DISCUSSION REGARDING CELL PHONE ALLOWANCE AND TRAVEL REIMBURSEMENT FOR CITY COMMISSIONERS (SPONSORED BY COMMISSIONER CAUSWELL)

Summary

This is a continued discussion regarding cell phone allowance and travel reimbursement for City Commissioners.

Staff Recommendation

Background:

Funding Source:

Fiscal Impact:

Sponsor Name/Department: Commisisoner Tycie Causwell, Office of the Mayor and City Commission

Meeting Date: 2/23/2026

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Narrative	Cover Memo



To: City Commissioners

From: Sharon Haynes, Financial Services Director

cc: Venice Howard, Acting City Manager

Date: February 17, 2026

Re: Non-Vouchered Expense & New Allowance Request

The City's Municipal code allows for payment to city commissioners for vouchered and non-vouchered expenses. The non vouchered expense does not require any voucher or other proof regarding the nature of the expenditure.

The general practice of paying these allowances is to assist with expenses that impact the work performance and productivity of the recipient. Such expenses are usually paid to help with travel, parking, communication, entertainment, professional supplies and work related equipment or tools.

The plan in effect at the city of Lauderdale Lakes is a Non-Accountable Plan with specific key features.

Non-Accountable Plan

Key Features

- **No requirement** to provide receipts or documentation.
- **No requirement** to return unused funds.
- Payments are typically flat allowances or stipends.

Tax Impact

- Payments **are taxable income** to the employee.
- They appear on the employee's W-2 as wages.

The employee may or may not be able to deduct the expenses on their personal tax return.

Some members have expressed a preference for a separate travel allowance and a city-issued cell phone as is paid to the executive team and senior staff. The payments to employees are also on a Non- Accountable Plan which is taxable. Employees do not receive any flat expense allowance.

The city is now allowing staff to receive a city issued cell phone in lieu of a cellphone allowance. The city issued phone when used primarily for business is typically not treated as taxable income.

Generally, if an employee receives multiple forms of support—such as a city phone (a non-cash benefit) and a travel allowance (a cash stipend)—the allowance may still be considered taxable income unless it is part of an accountable plan with required documentation.

Accountable Plan

Under an accountable plan, the IRS allows reimbursements **not** to be treated as taxable income **as long as employees meet certain requirements**.

Key Features

- **Business connection:** The expense must have a legitimate business purpose.
- **Substantiation required:** Employees must provide receipts, mileage logs, or other documentation.
- **Return of excess:** If the employer gives an advance, any unused portion must be returned.

Tax Impact

- Reimbursements **are not taxable**.
- They do **not** appear on the employee's W-2.
- The employer can still deduct the expenses.

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: No

Contract Requirement:

Title

DISCUSSION REGARDING USE OF CITY FACILITIES (SPONSORED BY COMMISSIONER CAUSWELL)

Summary

This is a continued discussion regarding the use of City facilities.

Staff Recommendation

Background:

Funding Source:

Fiscal Impact:

Sponsor Name/Department: Commisisoner Tycie Causwell, Office of the Mayor and City Commission

Meeting Date: 2/23/2026

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Immigration.Citizenship Drive Rentals2	Backup Material
<input type="checkbox"/> FY25.26 Commission Rentals	Backup Material
<input type="checkbox"/> Ongoing Rentals	Backup Material
<input type="checkbox"/> Resolution 2022-107 Approving a Revision in the Parks and Human Services Fee	Backup Material

FY24-26 Immigration/Citizenship Drive Rentals				
NAME	FACILITY	EVENT	HOURS	COST
Comm. Karlene Maxwell Williams	MULTI 01/27/2024	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	MULTI 03/16/2024	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	MULTI 05/18/2024	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	MULTI 06/15/2024	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	MULTI 07/20/2024	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	MULTI08/17/2024	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	MULTI 10/19/2024	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	MULTI 11/9/2024	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	MULTI 01/18/2025	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	MULTI 2/22/2025	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	MULTI 04/26/2025	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 05/10/2026	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 06/28/2025	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 07/26/2025	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Mutli 08/23/2025	Immigration Drive	9am-5pm	0
Comm. Karlene Maxwell Williams	Multi 09/20/2025	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi & Resource 09/27/2025	Immigration Conference	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 10/11/2025	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 11/08/2025	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 12/20/2025	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 01/10/2026	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Resource Room 02/28/2026	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 03/28/2026	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	MULTI 04/26/2025	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 5/23/2026	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 06/27/2026	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 07/18/2026	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 08/22/2026	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 09/03/2026	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 10/10/2026	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi & Resource 11/21/2026	Immigration Drive	9am - 5pm	0

Comm. Karlene Maxwell Williams	Multi 12/12/2026	Immigration Drive	9am - 5pm	0
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FY26 Mayor and Commissions Rentals as of 01/05/2026				
NAME	FACILITY	EVENT	HOURS	COST
Comm. Harrison	WW 10/11/2025	Diaper Distribution	11am - 1pm	0
Comm. Karlene Maxwell Williams	MULTI 10/11/2025	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	MULTI 10/24/2025	Breast Cancer Community Health Fair	9am - 4pm	0
Comm. Karlene Maxwell Williams	MULTI 10/25/2025	Breast Cancer Awareness Pink Out Dinner	6pm - 11pm	0
Comm. Karlene Maxwell Williams	MULTI 11/08/2025	Immigration Drive	9am - 5pm	0
Mayor Veronica Edwards-Phillips	ECC 11/10/2025	NWCEO Meeting	12pm - 2pm	0
Comm. Easton Harrison	ECC 11/06/2025	Commissioners Chess Challenge	6pm - 9pm	0
Comm. Easton Harrison	Resource Room Last Thurs every Month	Chess Club	6pm - 9pm	0
Comm. Karlene Maxwell Williams	MULTI 12/20/2025	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	ECC 12/06/2025	Literacy Day	9am - 8pm	0
Comm. Easton Harrison	WW 01/10/2026	Diaper Distribution	8am - 2pm	0
Comm. Karlene Maxwell Williams	Multi 01/10/2026	Immigration Drive	9am - 5pm	0
Comm. Easton Harrison	Multi 1/24/2026	Homebuyers Seminar	11am-3pm	0
Comm. Karlene Maxwell Williams	Multi 02/28/2026	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	ECC 2/14/2026	Literacy Day	9am-5pm	0
Comm. Easton Harrison	Multi 02/20/2026	Ramadan Event	5pm - 10pm	0
Comm. Sharon Thomas	Multi 03/05/2026	Conversations w/ Commissioners	6pm - 8pm	0
Comm. Sharon Thomas	Multi & Resource 03/07/2026	Clean Up	8am - 12pm	0
CPmm. Tycie Causewell	ECC 3/8/2026	Women Celebrating Women Tea	3pm-6pm	0
Comm. Karlene Maxwell Williams	ECC 04/25/2026	Literacy Day	9am - 5pm	0
Mayor Veronica Edwards-Phillips	Multi 04/25/2026	Mayors Chess Challenge	8am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 04/26/2026	Immigration Drive	8am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 05/23/2026	Immigration Drive	8am - 5pm	0
Comm. Sharon Thomas	Multi 06/04/2026	Conversations w/ Commissioners	6pm - 8pm	0
Comm. Sharon Thomas	Multi & Resource 06/06/2026	Clean Up	8am - 12pm	0
Comm. Karlene Maxwell Williams	ECC 07/10/2026	Literacy Day	8am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 07/18/2026	Immigration Drive	9am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 08/01/2026	Back to School Event	8am - 5pm	0
Comm. Karlene Maxwell Williams	Multi 08/22/2026	Immigration Drive	8am - 5pm	0
Comm. Sharon Thomas	Multi 09/03/2026	Conversations w/ Commissioners	6pm - 8pm	0
Comm. Sharon Thomas	Multi & Resource 09/05/2026	Clean Up	8am - 12pm	0

Comm. Karlene Maxwell Williams	Multi 09/19/2026	Immigration Drive	8am - 5pm	0
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Event	Days	Contact	Facility	Fees Paid	Year Started
DELTA SIGMA THETA- CHAPTER MEETING	1ST THURSDAY OF THE MONTH	YOLANDA NAILS	MP AUDITORIUM	\$0.00	FY24
DEMOCRATIC BLACK CAUCUS	3RD MONDAY OF THE MONTH	COREY SHEARER	MP AUDITORIUM	\$0.00	FY20
ZETA PHI BETA-CHAPTER MEETING	2ND THURSDAY OF THE MONTH- UPON AVALIBILITY	HEIDI BROCKS	MP AUDITORIUM	\$0.00	FY22

1 RESOLUTION 2022-107

2
3 A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES,
4 FLORIDA APPROVING REVISIONS TO THE CITY OF LAUDERDALE LAKES'
5 PARKS AND HUMAN SERVICES FEE SCHEDULE FOR FISCAL YEAR 2023, A
6 COPY OF WHICH IS ATTACHED HERETO AS **EXHIBIT A**, AND A DRAFT COPY
7 OF WHICH CAN BE INSPECTED IN THE OFFICE OF THE CITY CLERK;
8 PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR
9 INSTRUCTIONS TO THE CITY CLERK; PROVIDING AN EFFECTIVE DATE.

10
11 WHEREAS, the City Commission finds that in various circumstances, it is appropriate for
12 the City of Lauderdale Lakes ("City") to recoup the operational costs and expenses associated
13 with certain City operations through reasonable user fees;

14 WHEREAS, on the basis of the then existing personnel and operational costs necessary to
15 maintain and oversee the City's parks and recreation facilities and activities, the existing Fee
16 Schedule for the Parks and Human Services Department was established on June 14, 2011, and
17 last revised on November 26, 2019;

18 WHEREAS, since November 2019, the City has continued to experience inflationary and
19 market-based increases in the overall costs and expenses for the City personnel and operation
20 and provision of park and recreational facilities and service to City and community residents; and

21 WHEREAS, City staff deems it appropriate and in the public interest to acknowledge the
22 increased economic circumstances which justify a modification to scheduled fees relating to park
23 admissions, computer and training labs, auditorium, meeting rooms, pavilions, swimming pool
24 usage, and other rental expenses, all for the primary purpose of reducing the financial burden on
25 City residents and visitors,

26 NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF
27 LAUDERDALE LAKES as follows:

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

3 SECTION 2. AUTHORITY: The City Commission hereby approves and adopts the
4 revision to the Fee Schedule for the Department of Parks and Human Services, in substantially
5 similar form as the draft Fee Schedule attached hereto as **Exhibit "A"** and incorporated herein by
6 reference.

7 SECTION 3. INSTRUCTIONS TO THE CITY CLERK: The City Clerk and the Mayor, through
8 the City Manager, are hereby authorized to take any and all action necessary to effectuate the
9 intent of this Resolution.

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[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK.]

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

3 ADOPTED BY THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES AT ITS REGULAR
4 MEETING HELD OCTOBER 11, 2022.

5 
6 _____
HAZELLE ROGERS, MAYOR

7
8
9 ATTEST:

10
11
12 
13 _____
14 VENICE HOWARD, CITY CLERK



15
16 Sponsored by: Treasa Brown Stubbs, Director of Parks and Human Services

17
18
19 Approved as to form and legality
20 for the use of and reliance by the
21 City of Lauderdale Lakes only:

22
23 
24 _____
25 Sidney C. Calloway, City Attorney

26
27
28 **VOTE:**

APPROVED

29			
30	Mayor Hazelle Rogers	<input checked="" type="checkbox"/>	(For) _____ (Against) _____ (Other)
31	Vice-Mayor Marilyn Davis	<input checked="" type="checkbox"/>	(For) _____ (Against) _____ (Other)
32	Commissioner Veronica Edwards Phillips	<input checked="" type="checkbox"/>	(For) _____ (Against) _____ (Other)
33	Commissioner Karlene Maxwell-Williams	<input checked="" type="checkbox"/>	(For) _____ (Against) _____ (Other)
34	Commissioner Beverly Williams	<input checked="" type="checkbox"/>	(For) _____ (Against) _____ (Other)
35			

City of Lauderdale Lakes, Florida
PARKS AND HUMAN SERVICES DEPARTMENT
Fee Structure Policy

Exhibit A

Title: City Fee Structure Policy	Effective Date: June 14, 2011 Revised Date: October 1, 2015 January 23, 2018 November 26, 2019 October 11, 2022
Originating Department: Parks and Human Services Departments	Supersedes: All previous and existing memos or Administrative Policies in conflict
Policy Number: P061411	Distribution:

Purpose:

The purpose of the Parks and Human Services Department’s Fee Schedule is to establish fair and consistent cost recovery fees for programs, facilities, and services. The fee schedule will allow the City to continue offering programs and services desired by both residents and non-residents and to recover all or a portion of the direct and indirect costs of providing the recreation programs and services.

Policy Objectives:

1. To ensure that those who receive direct benefits from City recreation programs, parks, facilities, and services pay a fair and equitable share of the cost.
2. To ensure the City’s fees facilitate program objectives and do not discourage the use of City programs, services and facilities by City residents, non-residents and outside organizations.
3. To ensure City customers are provided innovative and cost-effective programs and services.
4. To ensure fees for City parks, facilities, programs, and services are set at levels that reflect the purpose, value and quality of the service and experience provided.

Procedures:

Adjustments to the Parks and Human Services Department’s Fee Schedule will be submitted annually during the regular budget process. If a fee adjustment is necessary to address an unanticipated operational impact, City Staff shall make a recommendation to the City Manager and/or City Commission, as appropriate, outside of the annual budget process.

Definitions:

- A. **Fixed Costs** – Those costs that do not vary with the number of participants. Examples include standard equipment, utilities, maintenance and custodial operations.
- B. **Direct Costs** – Those costs that are incurred by the department in conducting a program or operating a facility and will vary based on the number of participants. Examples include supplies, materials, equipment, instructors, officials, insurance, security and other expenses that can be directly attributed to the operation of the program or facility.
- C. **Indirect Costs** – Those costs that are not directly incurred by a departmental program or facility and may be charged to it. These costs include, but are not limited to administrative staff, printing, supplies, and other costs related to the program or facility.

City of Lauderdale Lakes, Florida
PARKS AND HUMAN SERVICES DEPARTMENT
Fee Structure Policy

Exhibit A

- D. **Capital Costs** – Costs incurred in constructing or renovating a facility or park.
- E. **Rental Fees** – Payment for the priority use of a facility. The individual or group pays for the privilege of using a facility or part thereof with a priority over other activities.
- F. **Program Fees** – Charged to an individual or group for participation in a program or activity, which may include the use of a specific part of a recreation facility for the purpose of that program or activity. Numerous participants are usually involved in the activity or program at the same time.
- G. **Non-Resident** – A person or persons whose main residence is in a City other than the City of Lauderdale Lakes.
- H. **City Business/Organization** – A business or not-for-profit organization whose primary place of operation is in the City of Lauderdale Lakes.
- I. **Non-City Business/Organization** – A Business or not-for-profit organization whose primary place of operation is not in the City of Lauderdale Lakes.
- J. **Partnership** – An established ongoing relationship between a Non-Profit organization and the City to provide educational programs, assist with special events, projects, or programs as a benefit to the residents.

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Other Provisions:

- A. City Elected Official/City Employee Discounts – 10% discount fee off of the resident rate on all facility reservations, and memberships. 50% discount fee on all recreation programs/activities. This discount applies to City Elected Officials, City Employees, and their immediate family members only. Security deposits are required. The Security Deposit is collected to ensure proper cleanup, repair and maintenance of damaged City property and/or facilities and to ensure that the facility is vacated at the time stated in the Facility Permit. The City Elected Official/City Employee and/or their immediate family members forfeit the full or partial security deposit, at the City's sole discretion, in the event of any damages or if the facility is not vacated at the time stated in the permit.
- B. City Elected Official and City Employee Fitness Center Membership – As a part of the City's Employee Health and Wellness Program, current City Elected Officials and City Employees will be provided a free Fitness Center Membership including Swimming Pool Membership.
- C. Not-For-Profit Organizations – 10% discount fee resident/non-resident rate for auditorium and room rentals only upon request. Current 501-C, Florida Not For Profit Corporation Certificate, and Photo ID is required for not-for-profit status verification from Not-For-Profit Organizations including city neighborhood associations. This would include city neighborhood associations and government agencies unless a higher discount is approved by Department Director. Security deposits are required. The Security Deposit is collected to ensure proper cleanup, repair and maintenance of damaged City property and/or facilities and to ensure that the facility is vacated at the time stated in the Facility Permit. The Not-For-Profit Organization forfeits the full or partial security deposit, at the City's sole discretion, in the event of any damages or if the facility is not vacated at the time stated in the permit.

The following options are offered to Not-For-Profit Organizations (including city neighborhood associations, government agencies, and City elected officials seeking a higher discount):

1: Auditoriums – The reservation fees for the Auditorium at any facility may be offered at no cost for Not-For-Profit Organizations to host educational or community outreach programs at no cost to city residents. A program proposal form, requesting a fee waiver, must be completed outlining the request to utilize the facility. Upon review, the proposal will receive an approval or denial. Security deposits are required. The Security Deposit is collected to ensure proper cleanup, repair and maintenance of damaged City property and/or facilities and to ensure that the facility is vacated at the time stated in the Facility Permit. The City reserves the right to retain the full or partial security deposit, at the City's sole discretion, in the event of any damages or if the facility is not vacated at the time stated in the permit.

If it is deemed appropriate by the Department of Parks and Human Services Director to offer the organization a reservation at no cost, this accommodation is only allowed once per calendar year per organization. After such, the organization will be required to pay for the cost of the reservation, at a 10% discounted rate. Fees are established per resolution by the

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City Commission and are not subject to negotiation without the approval of the City Manager or City Commission.

The facilities are reserved on a first-come, first-served basis. Recurring reservations must be updated annually. A standard setup will be provided. Extra set up, logistical requirements, staff needs, late departures or use outside of the normal operating hours will incur an additional fee. The reservation will only be permitted when it is not in conflict with City programs, events, City observed holidays, or paid reservations. Reservations at no cost will not be permitted during the prime rental hours such as Friday after 5:00 PM and Saturday after 12:00 PM. Failure to adhere to guidelines will result in termination of agreement and denial of future reservations.

2: Meeting Rooms – The reservation fees for the meeting room at any facility may be waived, at the City’s sole discretion, for Not-For-Profit organizations to host meetings no more than once per month if an ongoing partnership is established to provide educational programs, assist with special events, projects, or programs hosted by the City as a benefit to the residents. Food is strictly prohibited.

Neighborhood Associations are allowed to host one meeting per month in a meeting room at no cost based upon availability.

*If it is deemed appropriate by the Department of Parks and Human Services Director to offer the organization a reservation at no cost, this accommodation is only allowed once a month per organization **in a meeting room only. Auditorium space is not available for meetings at no cost.** After such, the organization will be required to pay for the cost of the reservation, at a 10% discounted rate. Fees are established per resolution of the City Commission and are not subject to negotiation without the approval of the City Manager or City Commission.*

The facilities are reserved on a first-come, first-served basis. Recurring reservations must be updated annually. A standard setup will be provided. Extra set up, logistical requirements, staff needs, kitchen usage, additional maintenance needs including food clean up or use outside of the normal operating hours will incur an additional fee. The reservation will only be permitted when it is not in conflict with City programs, events, City observed holidays, or paid reservations. Reservations at no cost will not be permitted during the prime rental hours such as Friday after 5:00 PM and Saturday after 12:00 PM.

All rentals must conclude by 8:00 PM on Sundays, 9:00 PM Monday – Thursday, and 12:00 AM Friday & Saturday. All requests for after hour usage may be considered by the Parks and Human Services Department but must be requested in advance. After hour rates will be applied.

- D. Businesses – 10% discount fee for local businesses/non-local rate for auditorium and room rentals only upon request. Current Business License and Photo ID is required for business status

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verification. The following are the two discount options offered to Businesses at the Educational and Cultural Center to include the Auditorium, Business Resource Center and Computer Lab.

1: Computer Training Lab – The reservation fees for the Computer Training Lab at the ECC may be offered at a reduced rate of 10% to no cost for businesses and organizations that partner with the City to implement computer training and/or other educational programs at no cost to city residents and businesses. The discounted fee will be evaluated by the Economic Development Manager based on the level of established partnership.

If it is deemed appropriate to offer the organization a reservation at no cost, this accommodation is only allowed once a month per organization. After such, the organization will be required to pay for the cost of the reservation, at a 10% discounted rate. Fees are established per resolution of the City Commission and are not subject to negotiation without the approval of the City Manager or City Commission.

The facilities are reserved on a first-come, first-served basis. Recurring reservations must be updated annually. A standard setup will be provided. Extra set up, logistical requirements, staff needs, kitchen usage, additional maintenance need including food clean up or use outside of the normal operating hours will incur an additional fee. The reservation will only be permitted when it is not in conflict with City programs, events, city observed holidays, or paid reservations. Reservations at no cost will not be permitted during the prime rental hours such as Friday after 5:00 PM and Saturday after 12:00 PM.

2: Business Training – The reservation fees for licensed businesses, non-profit organizations and business development agencies that partner with the City to provide business development or workforce readiness programs at the ECC may be offered a reduced rate from 10% discount to no cost. The discounted fee will be evaluated by the Economic Development Manager based on the level of established partnership.

If it is deemed appropriate to offer the organization a reservation at no cost, this accommodation is only allowed once a month per organization. After such, the organization will be required to pay for the cost of the reservation, at a 10% discounted rate. Fees are established per resolution of the City Commission and are not subject to negotiation without the approval of the City Manager or City Commission.

The facilities are reserved on a first-come, first-served basis. Recurring reservations must be updated annually. A standard setup will be provided. Extra set up, logistical requirements, staff needs, kitchen usage, additional maintenance need including food clean up or use outside of the normal operating hours will incur an additional fee. The reservation will only be permitted when it is not in conflict with City programs, events, city observed holidays, or paid reservations. Reservations at no cost will not be permitted during the prime rental hours such as Friday after 5:00 PM and Saturday after 12:00 PM.

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All rentals must conclude by 8:00 PM on Sundays, 9:00 PM Monday – Thursday, and 12:00 AM Friday & Saturday. All requests for after hour usage may be considered by the Parks and Human Services Department but must be requested in advance. After hour rates will be applied.

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Exhibit A

	<u>Resident</u>	<u>Non-Resident</u>	<u>Comments</u>
<u>Field Preparation</u>			
Baseball (per lining)	\$15.00	\$30.00	
Football (per lining)	\$125.00	\$150.00	
Soccer (per lining)	\$100.00	\$125.00	
Cricket (per lining)	\$50.00	\$75.00	
<u>Athletic Field Rental</u>			
Per field (per hour/day)	\$15.0	\$40.00	
Per field (per hour/night)	\$40.0	\$65.00	
<u>Court Rental (Group Fees)</u>			
Tennis (per hour/court)	\$10.00	\$20.00	
Basketball (per hour/court)	\$50.00	\$75.00	
Netball (per hour/court)	\$10.00	\$20.00	
Petanque (per hour/court)	\$25.00	\$50.00	
<u>Auditorium Rentals</u>			
Educational & Cultural	\$150	\$165	4 hrs min
Golf Cart Rental (ECC Only)	\$25/hr	\$25/hr	4 hrs min (Fri after 5 Sat only)
Multi-Purpose Auditorium	\$ \$125	\$ \$150	4 hrs min
Willie Webb Auditorium	\$ \$100	\$ \$115	4 hrs min
	<u>City</u>	<u>Non-City</u>	<u>Comment</u>
<u>Computer & Training Lab (ECC)</u>			
Business/Organization	\$75.00	\$100.00	2hrs min
With computer technology Includes Technology Set-up Fee	\$150.00	\$175.00	2hrs min
	<u>Resident</u>	<u>Non-Resident</u>	<u>Comment</u>
<u>Meeting Rooms</u>			
Meeting Room @ VT ¹	\$25.00	\$50.00	2hrs min
Meeting Room @ WW ²	\$25.00	\$50.00	2hrs min
Meeting Room @ ECC ³	\$50.00	\$75.00	2hrs min
Meeting Room @ BRC	\$25.00	\$50.00	1hr min

*Business First Initiatives have a flat rate of \$25 per hour

**City of Lauderdale Lakes, Florida
 PARKS AND HUMAN SERVICES DEPARTMENT
 Fee Structure Policy**

Exhibit A

<u>Large Pavilion</u>	<u>Resident</u>	<u>Non-Resident</u>	<u>Comment</u>
Monday – Friday	\$ \$100	\$ \$150	5 hr rental
Saturday – Sunday	\$ \$150	\$ \$175	5 hr rental
Additional Hour Fee	\$ 20.00	\$\$25	per hour

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	<u>Resident</u>	<u>Non-Resident</u>	<u>Comment</u>
<u>Small Pavilion</u>			
Monday – Friday	\$40.00	\$70.00	5 hrs rental
Saturday – Sunday	\$45.00	\$80.00	5 hrs rental
Additional Hour Fee	\$10.00	\$10.00	per hour

**Large Pavilions are located at Northgate Park, and Willie Webb Park. Small pavilions are located at Otis Gray Park.*

*

Vincent Torres Park Small Pavilion

<i>With Splash Pad (Sunday only-non-prime day for public use)</i>	\$150	\$175	5 hrs rental
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**No electricity or water at small pavilions*

	<u>Resident</u>	<u>Non-Resident</u>	<u>Comment</u>
<u>Fitness Center (WWP)</u>			
Adult	\$10.00	\$15.00	per month
Adult	\$50.00	\$62.00	annual
Senior (60+)	\$25.00	\$37.00	annual
Student (w/ proper ID)	\$20.00	\$32.00	annual

**No charge for Vincent Torres Park Fitness Center. Used for weight lifting with minimal fitness equipment.*

	<u>Resident</u>	<u>Non-Resident</u>	<u>Comment</u>
<u>Swimming Pool Rental</u>			
Saturday – Sunday	\$100.00	\$125.00	per hr/2 hrs minimum
Lifeguard Fee	\$15.00	\$15.00	per hr/2 lifeguards min Required

**Pool Rentals are assessed on a case by case basis and are subject to approval by the Director only. *Discounts may apply as appropriate for partnership programs.*

	<u>Resident</u>	<u>Non-Resident</u>	<u>Comment</u>
<u>Swimming Pool Usage</u>			
Lap/Recreational Swim			
Child	Free	Free	per day
Adult	\$ 2.00	\$ 4.00	per day
Senior (60+)	\$ 1.00	\$ 3.00	per day
Child	\$ 25.00	\$ 50.00	annual membership
Adult	\$ 50.00	\$ 75.00	annual membership

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Senior (60+)	\$ 25.00	\$ 25.00	annual membership
Family (up to 6 people)	\$100.00	\$125.00	annual membership
Water Aerobics	\$ 3.00	\$ 5.00	per class
	\$130.00	\$ 155.00	Membership-8 months (includes rec/lap swim)
Swim Lessons	\$ 50	\$ 60	for 8 lessons
	\$30	\$40	for 4 lessons (Sat)
<u>Showmobile Rental</u>			
Monday-Friday	\$100	\$150	per hr/6 hr minimum
Saturday-Sunday	\$125	\$175	per hr/ 6 hr minimum
	<u>Resident</u>	<u>Non-Resident</u>	<u>Comment</u>
<u>Personnel and Operational Costs</u>			

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Lifeguard staff	\$ \$20	\$ \$20	per hour
Maintenance staff	\$ 25.00	Same	per hour
Technical staff	\$ 50.00	Same	per hour
Energy assessment	\$ 25.45	Same	per hour
Security assessment*	\$ 40.00	Same	per hour

- 1 – Vincent Torres (VT)
- 2 – Willie Webb (WW)
- 3 – Educational and Cultural Center (ECC)
- 4- Business Resource Center (BRC)
- 5- Northgate Park (NG)
- 6- Otis Gray Park (OG)

City of Lauderdale Lakes, Florida
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Security Deposit

In addition to a reservation fee, a security deposit is required and due at least five (5) business days prior to the day of use at a City facility. The security deposit is refundable by check four (4) to six (6) weeks after the end of the rental period and upon satisfactory condition of the facility after use as determined by City staff. The Security Deposit is collected to ensure proper cleanup, repair and maintenance of damaged City property and/or facilities and to ensure that the facility is vacated at the time stated in the Facility Permit. The City reserves the right to retain the full or partial security deposit, at the City's sole discretion, in the event of any damages or if the facility is not vacated at the time stated in the permit. The long-term rental of City facilities will be limited to monthly reservations. Security personnel must be provided, at no expense to the City, for all auditorium rentals extending beyond 9:00 P.M. There are no rentals after 9:00 P.M. Sunday through Thursday without proper approval and operational fees. The City reserves the right to require security personnel for certain events at City Facilities based on the scope (i.e. serving alcohol and collecting money at City facilities) and size of the event. The City may hire personnel from a local law enforcement agency and/or a private security service and charge the permit holder the City's direct cost including a reasonable administrative fee.

The security deposits for facility rentals are as follows:

Auditorium	\$150.00
Computer, and Training Lab	\$250.00
Meeting Room	\$ 75.00
Small Pavilion	\$100.00
Large Pavilion	\$125.00

*Security Cost is set by the local law enforcement agencies and/or private security company and will be charged and adjusted accordingly.

Event Fees

Event fees are the same for residents and non-residents. \$500.00 per day or 5% of gross ticket sales if applicable, (whichever is higher) plus fees for staffing and other operating costs as determined by the Parks and Human Services Department Director.

Other Fees (Athletic Association Fees)

Fees will be assessed by the Athletic Associations that provide the program and the appropriate registration. Fees will be reviewed by the Parks & Recreation Board and approved by the Parks and Human Services Department Director. The Parks and Human Services Department will establish agreements with all Athletic Associations governing transportation services and other responsibilities for the implementation of Youth/Adult Athletic Programs.

Other Fees (Recreation Programs)

Fees will be assessed for recreation programs, activities and camps based on operating procedures that recovers 100% of the program costs, as appropriate. Fees for City Personnel/Operational Costs, including energy assessments, will be assessed by the Parks and Human Services Department Director

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and approved by the City Manager and/or City Commission annually during the regular budget process based on 100% cost recovery of energy and personnel costs. These fees are applicable for facility rentals, special events, school board use of City facilities under a reciprocal use agreement, and other uses not covered by rental fees. The City reserves the right to charge a reasonable administrative fee for recreation programs/memberships.

70/30 Contracts

The City will hire instructors with a 30% payout to the City and 70% payout to the instructor. The instructor will recommend program fees for approval by the Parks and Human Services Director and/or designee.

Transportation

Van (14 passengers plus driver)	\$ 50.00 per hour
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A transportation service fee will be charged to the Athletic Association and other organizations who will utilize the City's van for in-house programs based on availability.

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Yes

Contract Requirement: Yes

Title

DISCUSSION REGARDING APPROVING AND AUTHORIZING THE FIRST THREE-YEAR RENEWAL OF RFP # 012623, A COOPERATIVE CONTRACT AWARDED BY THE CITY OF OAKLAND PARK FLORIDA FOR GRANT MANAGEMENT SERVICES WITH RMPK FUNDING, FOR THE PERIOD MARCH 15, 2026, THROUGH MARCH 14, 2029, AND AUTHORIZING EXPENDITURES EXCEEDING TWENTY FIVE THOUSAND DOLLARS (\$25,000.00) PER CONTRACT YEAR FOR GRANT APPLICATION SERVICES, AS NEEDED

Summary

This is a discussion regarding renewal of the agreement with RMPK Funding for grant management services through a cooperative contract with the City of Oakland Park, FL.

Staff Recommendation

Background:

The purpose of this discussion is to renew the cooperative agreement with RMPK Funding, Inc. through the City of Oakland Park, Florida, from March 15, 2026 through March 14, 2029 and to authorize expenditures exceeding Twenty-Five Thousand Dollars (\$25,000.00) per contract year for Grant Management Services, which includes researching grant opportunities and applying on behalf of the City as well as assisting with grant management.

The City's relationship with RMPK Funding, Inc. began in 2022 and has been effective since the contract began. Since that time, the vendor has been instrumental in the City securing the following grant funding:

- \$8 million – Resilient Florida Grant Program
 - ü Canal Bank Stabilization – \$1.5 million
 - ü Stormwater Drainage – \$3.5 million
 - ü New Fire Rescue Station – \$3 million
- \$162,500 – Florida Recreation Development Assistance Program (FRDAP)
 - ü Willie Webb Park improvements – \$112,500
 - ü Northgate Park improvements – \$50,000
- \$400,000 – Recreational Trails Program (RTP)
- **Total grants secured – \$8,562,500.** With service costs of approximately \$80,000 over three years, this represents an estimated 10,603% return on investment. This equates to roughly \$107 awarded for every \$1 spent. By comparison, in local government grant consulting, a strong performance is typically considered \$10 - \$30 in grant awards per \$1 spent.

The success of these efforts has allowed the City to make many capital infrastructure improvements that otherwise might not have been possible.

As the City's grant activity grows in volume and complexity, support is needed to develop competitive applications and manage grant awards through closeout. Non-compliance with grant requirements may result in lost funding, disqualification from future opportunities, and increased audit risk.

City staff recommends renewing the agreement with RMPK Funding, Inc. through the City of Oakland Park, Florida as a cooperative contract and approve expenditures exceeding Twenty-Five Thousand Dollars (\$25,000.00) per contract year for grant management and consulting services.

Funding Source:

0010700-3410 – General Fund

4010401-3410 – Stormwater Fund

Fiscal Impact:

\$25,000.00 per contract year

Sponsor Name/Department: Aazam Piprawala; Procurement Manager, Heidi Brocks; Budget Officer
Meeting Date: 2/23/2026

ATTACHMENTS:

	Description	Type
📎	Exhibit A	Exhibit
📎	Exhibit B	Exhibit



**AGREEMENT OF AWARD
FINANCIAL SERVICES DEPARTMENT
4300 N.W. 36TH STREET
LAUDERDALE LAKES, FLORIDA 33319
Ph: 954-535-2828 Fax: 954-535-1892**

VENDOR: RMPK FUNDING, INC.
601 Heritage Dr. #404
Jupiter, FL 33458
Ph: 561-745-2401
Email: www.rmpkfunding.com
Attn: Ryan Ruskay, President

SERVICES TO: CITY OF LAUDERDALE LAKES
4300 NW 36th Street
Lauderdale Lakes, FL 33319
Ph: 954-535-2828
Email: heidib@lauderdalelakes.org
Attn: Heidi Brocks

**The City of Lauderdale Lakes is seeking an experienced Contractor to perform
Grant Management Services**

<u>Description</u>	<u>ANNUAL COST</u>
<p>The Contractor shall provide services in accordance with the City of Oakland Park agreement for grant management services, as identified in Contractor's proposal submission for RFP #012623.</p> <p>The Contractor shall furnish at his own expense all labor, vehicles, materials, tools and equipment needed to perform the services required. The initial term of this agreement shall begin March 15, 2023. The term of this agreement is three (3) years on the effective date.</p> <p>Expiration: March 14, 2026. Contract between City of Oakland Park and RMPK Funding, Inc. must remain active during this contract period.</p> <p><u>Authorization</u> <i>Sec. 82-355. - Responsibilities and authority.</i> (3) The city manager or designee shall have the authority to approve and execute all procurement-related non-capital improvement purchase orders, contracts, contract amendments and contract renewals in the amount of \$25,000.00 or less, including the making of contracts, not to exceed a duration of three years.</p> <p><i>Sec. 82-358. - Exclusions and exceptions to bid and proposal requirements. (d) Cooperative purchasing.</i> When deemed to be in the best interests of the city, the director of financial services or designee may participate in, sponsor, conduct or administer contracts under a cooperative purchasing program with one or more governmental units for the procurement of any supplies, services, or construction. Such cooperative purchasing programs may include, but not be limited to, joint or multiparty contracts between public procurement units and open ended public procurement term contracts that are made available to other governmental units.</p> <p><i>Due to the COVID-19 pandemic, consultants or contractual staff employed by the City of Lauderdale Lakes must follow all safety policies and or procedures implemented by the CDC and the City of Lauderdale Lakes.</i></p> <p><i>Exposure to COVID-19 is an inherent risk in any public location where people are present; the City cannot guarantee you will not be exposed.</i></p>	<p>Not-to-Exceed \$24,999.00 per fiscal year</p>
TOTAL	\$24,999.00
All prices stipulated in this Agreement should exclude applicable state or local taxes.	

We hereby accept this award and all terms and conditions included. The contract signor must be an officer or authorized to bind the company to the terms and conditions set forth in this agreement.

Ryan Ruskay _____ 5/22/24 _____
Authorized Signature Date
Ryan Ruskay, President _____
Printed Name and Title

BY Contract Manager: Heidi Brocks heidib@lauderdalelakes.org.

Treasa Brown-Stubbs _____
Treasa Brown-Stubbs, City Manager

**ALL TERMS AND CONDITIONS
AGREEMENT #:** _____

1. **SPECIFIC TERMS CONTROL:** All terms and conditions, specifications, title, labels and otherwise, set forth upon the face page hereof shall be deemed "Terms and Conditions" as if fully set forth herein. Should there exist a contradiction between or inconsistency with the terms and conditions on the face page of this Agreement and the terms and conditions on the reverse side, the terms and conditions on the face page of this Agreement shall control.

2. **PRICING:** The purchase price for the goods, unless otherwise specifically set forth in this Agreement, includes all packing, handling and delivery charges. The purchase price shall not be subject to any form of escalation or price increase, regardless of the date on which the goods or services to be provided are actually delivered or performed.

3. **TIME OF PERFORMANCE:** All deliveries shall be made to the City within twenty-one calendar (21) days of the date hereof, unless otherwise set forth on the face page of the Agreement, time being of the essence. Vendor's failure to deliver the services or goods within such time shall permit the City to acquire the goods or services from other sources and to declare a default hereunder. The declaration of a default and the acquisition of the goods or services from another source shall not constitute a waiver of the City's rights with respect to such default. Upon notice of default, the vendor shall be entitled to no remuneration hereunder, irrespective of the costs which the vendor may have incurred in reliance on the Agreement.

4. **DELIVERY:** All deliveries shall be FOB City, specifically to a City department or employee who has responsibility for the project or purchase. The City shall not assume any risk of loss for any goods unless delivery has been performed pursuant to the requirements of this paragraph. Acknowledgement of receipt of goods does not constitute an acceptance for conformity of said goods, but only the passing of the right to use said goods by the City. The City shall retain the right of inspection to determine conformity of all goods according to the terms and conditions of this Agreement prior to acceptance.

5. **INSPECTION:** City shall have thirty (30) days from the date of the delivery of the goods to inspect and notify the vendor that the services or goods delivered are non-conforming or defective. Should City notify vendor of the non-conformity or defective condition of the goods, then vendor shall be required to remove the goods within three (3) business days of the City's notification. Regardless of when removal of the non-conforming or defective goods occurs, vendor shall be required to replace the non-conforming goods within three (3) business days of the City's notice of non-conformity. The vendor shall have the obligation to replace the defective or non-conforming goods regardless of the cost to replace these goods in conjunction with the purchase price.

6. **PAYMENT:** Payment, unless otherwise stated to the contrary in this Agreement, shall be net thirty (30) days after acceptance by the City of the delivery of the goods and receipt of an acceptable invoice. For those goods which also require installation, the thirty (30) day period shall not commence until acceptance of the installation.

7. **INSTALLATION:** The term "installation" is implied and specified in each numbered term and condition for any goods

which require installation by the vendor. The City shall have thirty (30) days from the final date of installation to notify the vendor of any defect in the goods or in the installation. Should the City provide vendor with such notice of a defect in the goods or installation, the vendor shall then repair the defect within three (3) business days of being notified by the City of the defect. Should vendor be required to replace any goods in repairing the installation, then vendor shall use new goods in making the repair and shall assume all costs associated with making the repair.

8. **TITLE OF GOODS:** Title to all goods shall be transferred to the City upon acceptance of the goods by the City.

9. **WARRANTIES:** Vendor unconditionally warrants that the products and installation of same (if applicable) supplied under this Agreement are free from defects in materials and workmanship for one (1) year under normal use and service. For any breach of warranty or repair required under the warranty, the vendor shall replace and install, as applicable, the goods which fail to operate as warranted, with new goods, at no additional cost to the City. Said warranty expressly includes the warranty of fitness for a particular use and warranty of merchantability.

10. **DEFAULT:** Upon the occurrence of a default by vendor, whether an initial default or a default arising from a failure to correct an existing default as provided otherwise in these terms and conditions, the City shall then have the right to purchase the required services or equipment from an alternative vendor, and the vendor set forth on this Agreement shall reimburse the City for any additional costs and expenses incurred by the City to purchase the required goods and services from the alternative vendor in excess of the original Agreement price.

11. **TERMINATION:** The City shall have the right to terminate this Agreement Order at any time and for any reason, both with and without cause. However, should City terminate the Agreement without cause, then vendor shall be entitled to receive from City the vendor's direct costs, less salvage, incurred as of the date of the termination plus any additional direct costs, less salvage, which occurred after the termination date, which costs could not be timely avoided. Vendor shall be required to take all steps necessary to mitigate costs should such a cancellation occur. It is expressly understood that an hourly rate for personnel is not to be considered an actual cost.

12. **SUBCONTRACTING/ASSIGNMENT:** Vendor may not subcontract this Agreement or any portion of this Agreement or assign any actions to be taken pursuant to this Agreement, without first obtaining the City's written permission, and any assignment shall specifically incorporate the terms and conditions of this Agreement into the assignment.

13. **INDEMNITY:** Vendor shall hold the City harmless from and indemnify the City for any and all claims, damages, costs and expenses, including attorneys' fees, which the City might suffer by virtue of a claim made against the City on account of any act or omission of vendor or any personnel provided by vendor, whether or not such claim is well-taken. This indemnity provision specifically includes, but is not limited to, any product liability claim resulting from the goods provided the City by vendor. The vendor acknowledges that one percent (1%) of the total

compensation to be paid hereunder represents consideration for the obligation of indemnity set forth herein.

14. **NOTICE:** All notices to the City for this Agreement shall be accomplished by making the same, in writing, and by the delivery thereof to the party intended to receive it or by mailing the same to the City, in care of the **City Manager Office, City of Lauderdale Lakes, 4300 Northwest 36th Street Lauderdale Lakes, FL 33319**. In the event such notice is made by mail, and not hand-delivery or overnight delivery, same shall be given via U.S. mail, return receipt requested and, unless otherwise provided herein. Notice or delivery by mail shall be effective when mailed. Notice by facsimile or electronic mail is expressly permitted, provided that any facsimile or electronic mail message is followed up with a mailing via U.S. Mail.

15. **DELETION/OVERSIGHT/MISSTATEMENT:** Any deletion, oversight or misstatements of the specifications or amount of goods, supplies, services or price shall not release the vendor from the responsibility of supplying complete and fully operational units, together with all appurtenances necessary for unrestricted operation as determined by the City in its sole discretion via this Agreement, or any addendum hereto.

16. **ENTIRE AGREEMENT MODIFICATION:** No statements, representations, warranties, either written or oral, from whatever source arising, except as expressly stated in this Agreement, shall have any legal validity between the parties or be binding upon any of them. The parties acknowledge that this Agreement contains the entire understanding and agreement of the parties. No modifications hereof shall be effective, unless made in writing and executed by the parties hereto with the same formalities as this Agreement is executed.

17. **WAIVER:** No waiver by the City of any provision of this Agreement shall be deemed to be a waiver of any other provision hereof or of any subsequent breach by vendor of the same, or any other provision or enforcement hereof. City's consent to or approval of any act by vendor requiring City's consent or approval shall not be deemed to render unnecessary the obtaining of City's consent to or approval of any subsequent consent or approval of any such act, whether or not similar to the acts so consented to or approved.

18. **GOVERNING LAW; VENUE:** This Agreement and the terms and conditions contained herein shall be construed in accordance with the laws of the State of Florida. Venue for all disputes or actions taken shall lie in a court of competent jurisdiction in Broward County, Florida.

19. **ATTORNEYS' FEES/COSTS:** Should any dispute arise hereunder, the City shall be entitled to recover against the vendor all costs, expenses and attorneys' fees incurred by the City in such dispute, whether or not suit be brought, and such rights shall include all such costs, expenses and attorneys' fees through all appeals or other actions.

20. **ANNUAL APPROPRIATION:** This Agreement is specifically conditioned upon the City authorizing appropriate and adequate funding to specifically implement this Agreement.

21. **CONDITION AND PACKAGING:** It is understood and agreed that any goods ordered or shipped as a result of this Agreement shall be new (current production model at the time of this Agreement). All containers shall be suitable for storage or

shipment, and all prices shall include standard commercial packaging.

22. **LICENSES AND PERMITS:** It shall be the responsibility of the CONSULTANT to obtain and supply at no additional cost to the CITY, any and all licenses and permits required to complete the Agreement. A copy of these licenses and permits shall be submitted to the CITY prior to commencement of work.

23. **INSURANCE:** It shall be the responsibility of the CONSULTANT to provide evidence of the minimum amounts of insurance coverage:

Worker's Compensation and Employer's Liability coverage to apply to all employees for Statutory Limits in compliance with applicable state and federal laws. Coverage must include Employer's Liability with a minimum limit of \$100,000 each incident;

Business Auto Policy or similar form shall have minimal limits of \$500,000 Per Occurrence Combined Single Limit for Bodily Injury and Property Damage Liability. This shall include, Owned, Hired and Non-Owned Vehicles;

Commercial General Liability or similar form shall have minimum limits of \$1,000,000 Per Occurrence Combined Single Limit for Personal Injury, Bodily Injury, and Property Damage Liability. Coverage shall include Premises and/or Operations, Independent Contractors, Products and /or Complete Operations, Contractual Liability and Broad Form Property Damage Endorsements. Coverage for the hazards of explosion, collapse and underground property damage (XCU) must also be included when applicable to the work to be performed.

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RESOLUTION NO. R-2026-016

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OAKLAND PARK, FLORIDA, APPROVING AND AUTHORIZING THE FIRST THREE-YEAR RENEWAL OF RFP #012623 FOR GRANT MANAGEMENT SERVICES WITH RMPK FUNDING, FOR THE PERIOD MARCH 15, 2026, THROUGH MARCH 14, 2029, AND AUTHORIZING EXPENDITURES EXCEEDING \$25,000.00 PER CONTRACT YEAR FOR GRANT APPLICATION SERVICES, AS NEEDED; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission deems it to be in the best interests of the City to approve and authorize the first three-year renewal of RFP #012623 for Grant Management Services with RMPK Funding, for the period March 15, 2026, through March 14, 2029, and authorizing expenditures exceeding \$25,000.00 per contract year for grant application services, as needed.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF OAKLAND PARK, FLORIDA THAT:

SECTION 1. The foregoing "WHEREAS" clause is true and correct and hereby ratified and confirmed by the City Commission. All exhibits attached hereto are hereby incorporated herein.

SECTION 2. In accepting the recommendation of City staff, the City Commission of the City of Oakland Park, Florida, hereby approves and authorizes the first three-year renewal of RFP #012623 for Grant Management Services with RMPK Funding, for the period March 15, 2026, through March 14, 2029, and authorizing expenditures exceeding \$25,000.00 per contract year for grant application services, as needed.

SECTION 3. The appropriate City officials are authorized and directed to execute the necessary documents to comply with this Resolution.

SECTION 4. All Resolutions or parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.

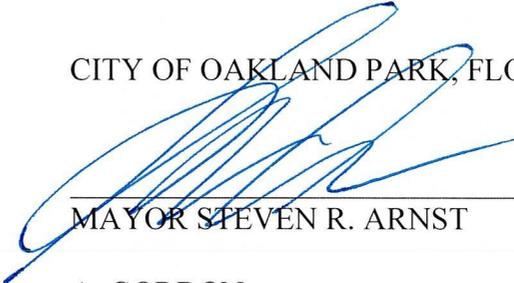
SECTION 5. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such

1 unconstitutional or invalid part shall be considered eliminated and will in no way affect
2 the validity of the other provisions of this Resolution.

3
4 **SECTION 6.** This Resolution shall become effective immediately upon its
5 passage and adoption.

6
7 **ADOPTED** by the City Commission of the City of Oakland Park, Florida this 4th
8 day of February 2026.

10
11 CITY OF OAKLAND PARK, FLORIDA

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15 
16 _____
17 MAYOR STEVEN R. ARNST

18 A. GORDON YES
19 L. NEWBOLD YES
20 F. BUDHOO YES
21 T. LONERGAN YES
22 S. ARNST YES

23
24 ATTEST:

25 
26 _____
27 RENE M. SHROUT, CMC
28 CITY CLERK
29



**FIRST RENEWAL OF AGREEMENT FOR
GRANT MANAGEMENT SERVICES**

WHEREAS, the City of Oakland Park, a Florida municipal corporation (the "City") and **RMPK FUNDING, INC.** ("the Contractor") entered into an Agreement for **Grant Management Services (RFP) #012623** dated March 15, 2023, Resolution R-2023-050 (the "Original Agreement"), and

WHEREAS, the Original Agreement expires on March 14, 2026; and

WHEREAS, the Original Agreement provides two (2) additional three (3) year renewal periods; and

WHEREAS, the parties agree to renew the Original Agreement for the first three (3) year period through March 14, 2029; and

NOW THEREFORE, in consideration of the mutual covenants, the City and (RMPK Funding, Inc.) do agree to enter into this first three (3) year renewal to original agreement to provide that:

1. The Contractor will continue to provide Grant Management Services to the City of Oakland Park within the stipulations of the existing contract
2. The term of this Agreement shall be from March 15, 2026, through March 14, 2029, for a period of three (3) years after which one (1) three (3) year renewal option remains.
3. All terms, conditions, and provisions of the Request for Proposal #012623 are incorporated herein by reference and made specific part hereof.

CITY: City of Oakland Park

CONTRACTOR: RMPK FUNDING, INC.

By: Andrew Thompson

By: Ryan Ruskay

Title: Assistant City Manager

Title: President

Date: 2/5/2026

Date: 01/15/26

AFFIDAVIT OF COMPLIANCE WITH ANTI-HUMAN TRAFFICKING LAWS

In accordance with section 787.06 (13), Florida Statutes, the undersigned, on behalf of the entity listed below (“Entity”), hereby attests under penalty of perjury that:

Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes, entitled “Human Trafficking”.

The undersigned is authorized to execute this affidavit on behalf of Entity.

Date: January 15, 2026

Entity: RMPK FUNDING, Inc.

Signed: Ryan Ruskay

Name: Ryan Ruskay

Title: President

**AFFIDAVIT OF COMPLIANCE WITH SECTION 287.138, FLORIDA STATUTES,
CONTRACTING WITH FOREIGN ENTITIES OF CONCERN**

BEFORE ME, the undersigned authority, personally appeared (Name of affiant) Ryan Ruskay
who, after being first duly sworn, deposes and states as follows:

1. **Affiant Identity:** Affiant is the (Title) President of (Business Name) RMPK Funding, Inc. which does business in the State of Florida, hereinafter called the "Contractor."
2. **Contract Purpose:** This affidavit is submitted in connection with the contract titled [Insert Contract Title or Description], between the Contractor and the City of Oakland Park, Florida ("City"), and is intended to comply with the requirements of Section 287.138, Florida Statutes, as amended.
3. **Statutory Background:** Section 287.138, Florida Statutes, prohibits governmental entities from entering into, extending, or renewing certain contracts with entities of concern, including:
 - Entities owned or controlled by the government of a foreign country of concern,
 - Entities organized under the laws of a foreign country of concern, or
 - Entities that are subsidiaries or affiliates of such entities,where such contracts would provide access to personal identifying information (PII) of individuals.
4. **Certification of Compliance:**
 - a. Contractor is not owned or controlled by the government of a foreign country of concern, as defined in Section 287.138(1), Florida Statutes.
 - b. Contractor is not organized under the laws of a foreign country of concern.
 - c. Contractor is not a subsidiary or affiliate of an entity described in paragraphs (a) or (b) above.
 - d. Contractor will not subcontract with, delegate to, or otherwise provide access to any entity that would violate the restrictions set forth in Section 287.138(3), Florida Statutes, in connection with this contract.
5. **Accuracy and Updates:** Contractor affirms that the representations in this affidavit are true and accurate as of the date of execution. Contractor agrees to notify the City immediately in writing if any representation becomes inaccurate during the term of the contract.

Signed and Delivered on this 15 day of January, 2025

BY: Ryan Ruskay
Signature of Affiant

Ryan Ruskay
Printed Name

State of Florida

County of Palm Beach

On this 15th day of January, 2026, before me, the undersigned Notary Public, personally appeared Ryan Ruskay [name of signer(s)], who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument, the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of Florida that the foregoing paragraph is true and correct.

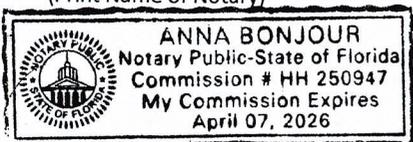
WITNESS my hand and official seal.

Anna Bonjour
Notary Public, State of Florida

(Print Name of Notary)

Commission Number: HH 250947

My Commission Expires: April 7, 2026



CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Yes

Contract Requirement: Yes

Title

DISCUSSION REGARDING AUTHORIZING THE MAYOR AND CITY COMMISSION TO UTILIZE THE SOUTHEAST FLORIDA GOVERNMENTAL PURCHASING COOPERATIVE GROUP CONTRACT WITH THE CITY OF SUNRISE, FLORIDA FOR SWIMMING POOL CHEMICALS TO THE LOWEST RESPONSIBLE AND RESPONSIVE VENDOR IN AN ANNUAL AMOUNT NOT TO EXCEED FIFTEEN THOUSAND (\$15,000.00) PER FISCAL YEAR

Summary

This is a discussion authorizing the Mayor and City Commission to utilize the Southeast Florida governmental purchasing cooperative group contract with the City of Sunrise, Florida for swimming pool chemicals.

Staff Recommendation

Background:

For the past several years, approximately forty-five (45) government entities have participated in Cooperative Purchasing in Southeast Florida. The Southeast Florida Governmental Purchasing Cooperative Group was formed in an effort to provide cost savings and cost avoidances to all entities by utilizing the buying power of combined requirements for common, basic items.

The City of Sunrise, Florida, as the lead agency issued a solicitation, BID 26-13-11-HR Swimming Pool Chemicals, on behalf of the cooperative group using the DemandStar platform. The solicitation details are as follows:

Issued: January 16, 2026 AT 9:00AM EST

Closed: January 28, 2026 AT 2:00PM EST

Planholders: 13

Broadcast List: 266

Responses: 8

Pursuant to 3.18 of the solicitation, “Award will be made on an item by item basis to the lowest responsive and responsible Bidder”. Following the evaluation process, seven (7) vendors are being recommended for award. The list of items being awarded to the respective vendor is as attached.

City staff is requesting to utilize this contract with approval from the Mayor and the City Commission in accordance with the City’s Procurement Code, Section 82-358(d), which allows cooperative purchasing.

Funding Source:

0011128-5217 AQ Parks and Human Services

Fiscal Impact:

Sufficient funding is available in the FY 2026 adopted budget. Funding for subsequent fiscal years will be contingent upon budget availability and approval by the City Manager.

Sponsor Name/Department: Aazam Piprawala; Procurement Manager, Ericka Locket; Director Parks & Human Services

Meeting Date: 2/23/2026

ATTACHMENTS:

Description	Type
☐ Exhibit A	Exhibit
☐ Bid 26-13-11-HR Swimming Pool Chemicals Solicitation	Backup Material

- ▣ Bid Tabulation
- ▣ Draft Cooperative Contract Award Recommendation

Backup Material
Backup Material

BID 26-13-11-HR Swimming Pool Chemicals

ITEM NO.	Est. Qty	DESCRIPTION	Allied Universal Corp.		Brenntag Mid-South, LLC		Chemrite, Inc.		Commercial Energy Specialists, LLC		Florida Pool Fills, Inc.		Hawkins Water Treatment Group, Inc.		ProStar Pool Supplies, Inc.		SCP Distributors LLC d/b/a Lincoln Aquatics	
			UNIT COST	EXTENDED PRICE	UNIT COST	EXTENDED PRICE	UNIT COST	EXTENDED PRICE	UNIT COST	EXTENDED PRICE	UNIT COST	EXTENDED PRICE	UNIT COST	EXTENDED PRICE	UNIT COST	EXTENDED PRICE	UNIT COST	EXTENDED PRICE
1	26	Soda Ash, Granular, Dosage: 1 lb per 10,000 gallons (if pH is below 7.2) 50 LB bag	\$0.00	\$0.00	\$33.75	\$877.50	\$0.00	\$0.00	\$40.24	\$1,046.24	\$60.00	\$1,560.00	\$43.87	\$1,140.62	\$54.25	\$1,410.50	\$12.92	\$335.92
2	140	Diatomaceous Earth Pool grade 50 LB bag	\$0.00	\$0.00	\$31.91	\$4,467.40	\$0.00	\$0.00	\$0.00	\$0.00	\$32.00	\$4,480.00	\$34.50	\$4,830.00	\$59.85	\$8,379.00*	\$13.04	\$1,825.60
3	1,924	Sodium Bicarbonate Food Grade, NaHCO3 99% 50 LB bag	\$0.00	\$0.00	\$28.56	\$54,949.44	\$0.00	\$0.00	\$48.58	\$93,467.92	\$32.00	\$61,568.00	\$29.84	\$57,412.16	\$34.08	\$65,569.92	\$18.82	\$36,209.68
4	59	Cyanuric Acid 100 LB drum	\$0.00	\$0.00	\$158.10	\$9,327.90	\$0.00	\$0.00	\$0.00	\$0.00	\$190.00	\$11,210.00	\$166.44	\$9,819.96	\$139.00	\$8,201.00	\$131.00	\$7,729.00
5	12	Cyanuric Acid 50 LB drum	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125.00	\$1,500.00	\$52.56	\$630.72	\$85.00	\$1,020.00	\$65.00	\$780.00
6	52	Muriatic Acid Food Codex Grade, Hydrochloric Acid 31.45%, CAS 7647-01 55 Gallon drum	\$0.00	\$0.00	\$192.00	\$9,984.00	\$0.00	\$0.00	\$405.93	\$21,108.36	\$0.00	\$0.00	\$253.33	\$13,173.16	\$0.00	\$0.00	\$0.00	\$0.00
7	10,390	Muriatic Acid Food Codex Grade, Hydrochloric Acid 31.45%, CAS 7647-01 1 Gallon container	\$0.00	\$0.00	\$5.05	\$52,469.50	\$0.00	\$0.00	\$7.04	\$73,145.60	\$6.59	\$68,470.10	\$6.65	\$69,093.50	\$7.90	\$82,081.00	\$4.85	\$50,391.50
8	1,715	Calcium Chloride, 77% Flake 50 LB bag	\$0.00	\$0.00	\$27.63	\$47,385.45	\$0.00	\$0.00	\$43.90	\$75,288.50	\$39.00	\$66,885.00	\$39.06	\$66,987.90	\$47.85	\$82,062.75	\$18.68	\$32,036.20
9a	52,950	Sodium Hypochlorite-Batch (Liquid Chlorine) 500 gallons minimum quantity delivered at one time	\$1.98	\$104,841.00	\$2.56	\$135,552.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.17	\$114,901.50	\$2.40	\$127,080.00	\$0.00	\$0.00	\$0.00	\$0.00
9b	98,290	Sodium Hypochlorite-Batch (Liquid Chlorine) (No minimum quantity)	\$0.00	\$0.00	\$2.56	\$251,622.40	\$0.00	\$0.00	\$0.00	\$0.00	\$2.17	\$213,289.30	\$2.40	\$235,896.00	\$0.00	\$0.00	\$0.00	\$0.00
10a	120,925	(Liquid Chlorine) 500 gallons minimum quantity delivered at one time	\$1.98	\$239,431.50	\$2.56	\$309,568.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.17	\$262,407.25	\$2.40	\$290,220.00	\$0.00	\$0.00	\$0.00	\$0.00
10b	224,575	Sodium Hypochlorite-Continuous (Liquid Chlorine) (No minimum quantity)	\$0.00	\$0.00	\$2.56	\$574,912.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.17	\$487,327.75	\$2.40	\$538,980.00	\$0.00	\$0.00	\$0.00	\$0.00
11	65	Chlorine Dry Tablet (3" Tablet) 50 LB pail	\$0.00	\$0.00	\$238.00	\$15,470.00	\$182.50	\$11,862.50	\$0.00	\$0.00	\$299.00	\$19,435.00	\$185.10	\$12,031.50	\$196.30	\$12,759.50	\$189.95	\$12,346.75
12	24	Sodium Trichloride 50 LB bag	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$279.00	\$6,696.00	\$0.00	\$0.00	\$0.00	\$0.00	\$192.50	\$4,620.00
13	44	Calcium Hypochlorite 100 LB drums	\$0.00	\$0.00	\$246.00	\$10,824.00	\$235.00	\$10,340.00	\$0.00	\$0.00	\$330.00	\$14,520.00	\$205.00	\$9,020.00	\$410.00	\$18,040.00	\$212.00	\$9,328.00
14	112	Calcium Hypochlorite 25 LB pail	\$0.00	\$0.00	\$0.00	\$0.00	\$73.75	\$8,260.00	\$206.45	\$23,122.40	\$130.00	\$14,560.00	\$92.40	\$10,348.80	\$0.00	\$0.00	\$91.36	\$10,232.32
15	4,036	Chlorine Briquettes, Pulsar Brand only, no substitutes 50 LB pail	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$178.70	\$721,233.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16	120	Potassium Peroxymonosulfate 50 LB pail	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$288.08	\$34,569.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00*	\$140.00	\$16,800.00
17	1,940	Course Rock Salt, Morton White Crystal Solar Salt, or equal 50 LB pail	\$0.00	\$0.00	\$14.28	\$27,703.20	\$0.00	\$0.00	\$0.00	\$0.00	\$11.99	\$23,260.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
18	88	Tile Cleaner 1 Quart Container	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.96	\$1,404.48	\$20.00	\$1,760.00	\$0.00	\$0.00	\$21.60	\$1,900.80	\$15.13	\$1,331.44
19	50	All Clear Mustard Knock-out, or equal 2 LB Container	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	\$1,000.00	\$0.00	\$0.00	\$35.80	\$1,790.00	\$0.00	\$0.00

Rush Fee for Expedited Delivery within 48 hours of notice:	\$100.00/delivery	Not applicable	Not applicable	\$75.00/delivery	Not applicable	\$125.00/delivery	Not applicable	\$100.00/delivery
Balance of Line Discount	0%	0%	0%	10-20%	0%	0%	0%	0%



SOUTHEAST FLORIDA GOVERNMENTAL PURCHASING COOPERATIVE GROUP

TO OUR PROSPECTIVE CONTRACTORS:

The attached Invitation for Bid or Request for Proposal represents a cooperative procurement for the Southeast Florida Governmental Purchasing Cooperative Group.

For the past several years, approximately forty-five (45) government entities have participated in Cooperative Purchasing in Southeast Florida. The Southeast Florida Governmental Purchasing Cooperative Group was formed in an effort to provide cost savings and cost avoidances to all entities by utilizing the buying power of combined requirements for common, basic items.

The Government Agencies participating in this particular procurement and their respective delivery locations are listed in the attached document.

Southeast Florida Governmental Purchasing Cooperative Group Procurement Operational Procedures:

- All questions concerning this procurement should be addressed to the issuing agency, hereinafter referred to as the "lead agency". All responses are to be returned in accordance with the instructions contained in the attached document. Any difficulty with participating agencies referenced in this award must be brought to the attention of the lead agency.
- Each participating governmental entity will be responsible for awarding the contract, issuing its own purchase orders, and for order placement. Each entity will require separate billings, be responsible for payment to the Contractor(s) awarded this contract, and issue its own tax exemption certificates as required by the Contractor.
- The Contract/purchase order terms of each entity will prevail for the individual participating entity. Invoicing instructions, delivery locations and insurance requirements will be in accordance with the respective agency requirements.
- Any reference in the documents to a single entity or location will, in fact, be understood as referring to all participating entities referenced in the documents and cover letter unless specifically noted otherwise.
- The awarded Contractor(s) shall be responsible for advising the lead agency of those participants who fail to place orders as a result of this award during the contract period.
- The Contractor(s) shall furnish the Lead Agency a detailed Summary of Sales semi-annually during the contract period. Sales Summary shall include contract number(s), contractor's name, the total of each commodity sold during the reporting period and the total dollar amount of purchases by commodity.
- Municipalities and other governmental entities which are not members of the Southeast Florida Governmental Purchasing Cooperative Group are strictly prohibited from utilizing any contract or purchase order resulting from this bid award. However, other Southeast Florida Governmental Purchasing Cooperative Group members may participate in this contract for new usage, during the contract term, or in any contract extension term, if approved by the lead agency. New Southeast Florida Governmental Purchasing Cooperative Group members may participate in any contract on acceptance and approval by the lead agency.
- None of the participating governmental entities shall be deemed or construed to be a party to any contract executed by and between any other governmental entity and the Contractor(s) as a result of this procurement action.

“WORKING TOGETHER TO REDUCE COSTS”

INVITATION FOR BID



PURCHASING DIVISION

Mailing Address:
10770 West Oakland Park Blvd.
Sunrise, Florida 33351

Bid Data

Bid Number: BID 26-13-11-HR
Service or Commodity Title: Swimming Pool Chemicals
Purchasing Agent: Holly Raphaelson, MBA, C.P.M., CPPO, CPSM,
NIGP-CPP, FCCM, Procurement Specialist
Phone: (954) 572- 2202
Email: hraphaelson@sunrisefl.gov
Email Subject: BID 26-13-11-HR

Bid Opening

Day/Date: Wednesday, January 28, 2026
Time: 2:00 p.m.
Physical Location: City Hall
First Floor Everglades Room
10770 West Oakland Park Blvd.
Sunrise, FL 33351

Bid Contents

Section 1: [Specifications/Scope of Work](#)
Section 2: [Attachments](#)
Section 3: [Instructions to Bidders](#)
Section 4: [Terms and General Conditions](#)
Section 5: [Bid Submission Check List](#)
Section 6: [Bid Submission Package](#)

Bid packages and specifications are no longer available directly from the City of Sunrise Purchasing Division. The City is now using **Onvia DemandStar** for the posting and distribution of all City Bids, RFPs, RFQs, RLLs and Quotations. This Bid may be obtained at www.demandstar.com. The City is not responsible for the accuracy of other means of distribution. Alteration of the content of this document shall result in disqualification.

NOTE: If not submitting a bid, fill out and return the "Statement of No Bid" Form of this document.

SPECIAL ACCOMMODATION:

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 based F.S.S. 286.0105. The City does not tolerate discrimination in any of its programs, services or activities; and will not exclude participation in, deny the benefits of, or subject to discrimination anyone on the grounds of real or perceived race, gender, or Page 10 of 154

national origin, sex, gender identity, sexual orientation, age, disability/handicap, religion, family or income status.

In compliance with the ADA and F.S.S. 286.26, any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the City's ADA Coordinator at least 48 hours in advance of the scheduled meeting. Requests can be directed via e-mail to hr@sunrisefl.gov or via telephone to (954) 838-4522; Florida Relay: 711; Florida Relay (TIY/VCO): 1-800-955-8771; Florida Relay (Voice): 1-800-955-8770. Every reasonable effort will be made to allow for meeting participation.

SECTION 1 – SPECIFICATIONS

The City of Sunrise as the lead agency for the Southeast Florida Governmental Purchasing Cooperative Group in soliciting bids for various swimming pool chemicals (commercial grade) as needed.

Chemicals must be delivered within five (5) working days of receipt of purchase order unless specifically extended by the ordering entity.

1. The following is a list of chemicals required.

Soda Ash, Granular, Dosage: 1 lb per 10,000 gallons (if pH is below 7.2)	50 LB Bag
Diatomaceous Earth, Pool grade	50 LB Bag
Sodium Bicarbonate	
Food Grade, NaHCO3 99%	50 LB Bag
Cyanuric Acid	100 LB Drum and 50 LB Drum
Muriatic Acid Food Codex Grade, Hydrochloric Acid 31.45%, CAS 7647-01-0	55 Gallon Drum, 1 Gallon Container
Calcium Chloride, 77% Flake	50 LB Bag
Sodium Hypochlorite	Per Gallon
Sodium Hypochlorite	Bulk – 500 Gallons minimum
Chlorine Dry Tablets (3")	50 LB Pail
Sodium Trichloride	50 LB Bag
Calcium Hypochlorite	100 LB Drum and 25 LB Pail
Chlorine Briquettes, Pulsar Brand, no substitutes	50 LB Pail
Potassium Peroxymonosulfate	50 LB Pail
Course Rock Salt, Morton White Crystal Solar Salt, or equal	50 LB Pail
Tile Cleaner	1 Quart Container
All Clear, Mustard Knock-Out, or equal	2 LB Container

NOTE: Minimum order requirements are not acceptable due to the nature of the bid. Also, note that the container sizes must be as specified.

2. The following is the specification for Bulk Sodium Hypochlorite. Attached hereto and incorporated herein by reference.

SPECIFICATION FOR BULK SODIUM HYPOCHLORITE

Material Specifications:	10.0 % Sodium Hypochlorite.
Concentration (Marked):	0.0% minimum as evidenced by U.S. Environmental Protection, Agency, Pesticide Registration.

- Concentration (Delivered): 12.4% preferred: 12.0% to 13.0% acceptable as measured by sodium thiosulfate titration w/starch indicator resulting in available chlorine percentage by volume.
- Concentration (Minimum): 100 grams/liter minimum available chlorine by weight with 30 days of delivery.
- Process: Provide Batch Process pricing for Items 9a and 9b. Continuous Process by Dow, Powell Fabrication or equivalent for Items 10a and 10b. Oxidation/Reduction Potential analog control in continuous recycle loop. Minimum recycle/ finish product ration 4/1.
- Filtration: Minimum filtration 2 pass- 1 micron using polypropylene cartridge or equivalent.
- Manufacturing Temperature: Temperature during bleach manufacturing is not to exceed 95 degrees (F); 35 degrees (C)
- Excess Caustic: Acceptable range; 0.1%-0.3%; expected 0.15% 0.20
- Iron: 10ppm max ppm expected (as result of filtration)

Estimated quantities are listed **on Schedule "A", Bid Sheet, Pages 22 through 23**, of this bid.

Bidders shall provide Safety Data Sheets upon request for evaluation of bids and must be submitted with all chemicals.

SECTION 2 - ATTACHMENTS

- Exhibit "I" List of participating agencies and delivery locations. Attached hereto and incorporated herein by reference.
- Exhibit "II" Annual Estimated Usage by participating agencies. Attached hereto and incorporated herein by reference.

SECTION 3 - INSTRUCTIONS TO BIDDERS

BIDDERS: TO INSURE ACCEPTANCE OF THE BID, THE FOLLOWING INSTRUCTIONS MUST BE ADHERED TO:

This Request for Bid represents a cooperative procurement for the Southeast Florida Governmental Purchasing Cooperative Group for the purchase of various Swimming Pool Chemicals for multiple locations. The City of Sunrise is lead agency for this bid. After receipt of an offer and acceptance by the Sunrise City Commission, commodities or services will be provided as indicated herein. An award letter notifying the Bidder of acceptance of their Bid by the Sunrise City Commission specifying duration of the Contract with extension periods if any, and the method of ordering will be issued.

3.1 HOW TO SUBMIT A BID

Contractor’s solicitation response must be submitted electronically through Demandstar, the City’s designated electronic bidding system. It is solely the Contractors’ responsibility to assure its response is submitted and received in Demandstar by the date and time specified in the solicitation. The City will not consider responses received by any other means. The official time for electronic submittals is the Demandstar server. All parties will, without reservation accept the official time. Any bid may be rejected for noncompliance to requirements after a full review by the Purchasing Office. Any request for an extension of time necessitated by an unforeseen emergency should be made prior to the Bid Opening and directed to the Purchasing Manager/Designee, City of Sunrise (954) 572-2274.

3.2 THE BID PACKAGE

The bid package consists of Specifications, Additional Requirements, Attachments, Instructions to the Bidders, Terms and General Conditions, and the following Schedules:

- Schedule "A" - Bid Sheet & Certification
- Schedule "B" - Non-Collusion Affidavit
- Schedule "C" - Bidder’s Drug Free Statement
- Schedule "D" - Bidder's Qualification Statement
- Schedule "E" - Warranty Information Form (If Applicable)
- Schedule "F" - Insurance & License Requirements
- Schedule "G"- Statement of No Bid
- Schedule "H" – Affidavit of Compliance with Foreign Entity Laws (If Applicable)
- Schedule "I" – Affidavit of Compliance with Human Trafficking Laws

3.3 INQUIRIES, ADDENDA AND MODIFICATIONS

The Bidder must direct any inquiries on the specifications, additional requirements, attachments, terms and general conditions or instructions, in writing, either via U.S. Mail, Email, to the individual named on Page 1 at the Purchasing Division, City of Sunrise, 10770 West Oakland Park Blvd, Sunrise, Florida, 33351. All inquiries must be received by the Purchasing Division no later than 12:00 p.m. ten (10) calendar days prior to the Bid opening.

Any addenda or other modifications to the Documents will be made in writing, and issued by the City, prior to the time and date of Bid Opening. Such written addenda or modifications shall be part of the Documents and shall be binding upon each Bidder. No

verbal addenda or modifications shall be allowed nor shall any Bidder rely upon any verbal addenda or modifications in preparing or submitting its bid.

3.4 EXECUTION OF BID

Bid must contain an original signature of an authorized representative of the company in the space provided. Failure to sign the bid shall invalidate it, and it will not be accepted. All bids must be completed in ink or typewritten. No erasures are permitted. If a correction is necessary, the bidder should draw a single line through the entered figure and enter the corrected figure above it. Corrections should be initialed by the person signing the bid, or a duly authorized representative of the firm submitting bid. Any illegible entries, pencil bids or corrections not initialed may not be accepted. Only corrections that show the clear intent of the bidder, in the sole discretion of the City of Sunrise, will be accepted.

3.5 NO BID

If not submitting a bid, respond by returning the "STATEMENT OF NO BID" Schedule G of this Invitation for Bid. Repeated failure to respond without sufficient justification may be cause from removal of a Bidder's name from future solicitations.

3.6 PRE-BID CONFERENCE

Not applicable for this bid.

3.7 PRICES BID

List both the unit price and the extended total, if applicable. Prices must be stated in the units specified on the Bid Sheet. In case of a discrepancy in computing the amount of the bid between the unit price bid and the extended total, the unit price will govern. When bids are awarded on the basis of Lump Sum, if there is a discrepancy between the written and numeric amount, the written amount prevails.

3.8 F.O.B. POINT

All bid prices shall be F.O.B. destination freight prepaid and delivered by Vendor to the City's specified location(s).

3.9 BID VALIDITY

All bids shall remain valid for ninety (90) days after the time of bid opening. After this time period the Bidder may request the Bid be withdrawn.

3.10 DELIVERY / COMPLETION TIME / RESPONSE TIME

Delivery shall be made within five (5) calendar days after receipt of purchase order, unless specifically extended by the ordering entity. Deliveries shall be made to the sites as specified and coordinated with each ordering entity. If specified delivery cannot be met, show number of days required to make delivery after receipt of Purchase Order in space provided on the Bid Sheet. Delivery time may become a basis for making an award. Delivery shall be within the normal working hours of the user, Monday through Friday, excluding City holidays.

The delivery of the goods and /or services within the time specified is of the essence in this procurement. The City shall have the right to cancel any or all items(s) without obligation if delivery is not made on or before the time(s) specified. In the event Vendor fails to make timely shipment, City shall have the right to purchase elsewhere and unless they delay was

caused by unforeseen circumstances beyond Vendor’s control, Vendor shall reimburse City for any additional charges incurred.

3.11 SAMPLES

Not applicable to this bid.

3.12 WARRANTIES / GUARANTEES

Vendor warrants that the materials, goods, services and/or workmanship furnished and/or delivered pursuant to the Purchase Order shall:

Conform in all respects to the description, drawings and specifications contained in this Bid

Be merchantable and fit for the ordinary purpose for which such goods are used or intended to be used

Be new and unused, of good quality and free from defects whether latent or patent in material or workmanship

Be free from any security interests, liens or encumbrances. Vendor warrants that it has good and marketable title to the goods delivered

There is no infringement upon or violation of any copyrights or patent rights

Minimum warranty shall be shall be ninety (90) days. The Bidder shall furnish with the bid all pertinent warranty data as it relates to the items bid upon. If requested, the Bidder is to complete Schedule "E".

3.13 ESTIMATED QUANTITIES

Estimated quantities represent a reasonable approximation of the number of units of each type or number of hours of item the ordering entity expects to purchase during a twelve (12) month period. Note: the estimated quantities do not constitute a guaranteed minimum order.

3.14 ADDITIONAL QUANTITIES/BALANCE OF LINE

The ordering entity reserves the right to buy additional quantities, if required, at the unit price quoted herein.

Bidder must indicate in the space provided on the Bid Sheet the percentage (%) off their written price list for the balance of their line.

3.15 COMPLIANCE WITH LAWS

The Bidder and the Services must comply with all applicable federal, state, and local laws, codes, ordinances, rules, and regulations including, without limitation, American with Disabilities Act, 42 U.S.C. § 12101, Section 504 of the Rehabilitation Act of 1973, and any related federal, state, or local laws, rules, and regulations. Lack of knowledge on the part of the Bidder shall in no way relieve them from responsibility. The Bidder shall comply with all laws, ordinances and governmental rules, regulations and orders now or at any time during the term of this Contract. Bidder agrees to provide to the City all necessary certifications required by any federal, state, and local laws, ordinances, codes, rules and regulations. The

Bidder's obligations under this section shall survive termination, cancellation or expiration of this Contract.

3.16 **BRAND NAMES / APPROVED EQUALS**

Whenever a material, article or piece of equipment is identified in the bid package, including drawings, plans, specifications and reference to manufacturers' or Bidders' name, trade name, catalog number, or otherwise, it is intended merely to establish a standard unless it is followed by words indicating that no substitution is permitted because of form, fit, function or quality. Any material, article or equipment of other manufacturers and Bidders which will perform or serve the requirements of the general design will be considered equally acceptable provided the material article or equipment so proposed is, equal in substance, quality and function. However, if a product other than the specified is bid, it is the Bidder's responsibility to name such a product within their bid and to prove to the City that said product is equal to that specified and to submit brochures, samples and/or specifications in detail on item(s) bid. However, the City shall be the sole judge as to whether or not the submitted product is equal in substance, quality and function, and its decision shall be final. If the bidder does not indicate an alternate is being bid and identify the alternate, the Vendor must deliver the specified item identified in the Bid.

3.17 **PAST PROBLEMS ON PRIOR CONTRACTS / LITIGATION**

The Bidder shall disclose any pending or anticipated litigation between the Bidder and any other party or parties that might affect the performance of this Contract. Such litigation must be indicated on Schedule D. When the Bidder or a proposed sub-Contractor has previously worked for the City and has received complaints from the City or has been involved in disputes with the City about the work, the Bidder should submit with their bid an explanation of what, if anything, the Bidder has done or will do to avoid similar problems in the future. This explanation must deal specifically with the problems involved on the prior Contract and any organizational, operational or other changes which have been or will be implemented. If, in the sole judgment of the City, the Bidder has failed to provide an adequate plan to ensure that the Contractual dispute previously experienced by the City will not recur, the City reserves the right to reject the bid submitted by that Bidder.

3.18 **BASIS OF AWARD**

The City reserves the right to reject any and all bids, to waive any irregularity in bids received, to accept any item or group of items, unless qualified by the Bidder. The City reserves the right before recommending any award to inspect the Bidders' facilities or take any other action necessary to determine a Bidder's ability to perform in accordance with the specification, terms and conditions of the Invitation for Bid.

Award will be made on an item by item basis to the lowest responsive and responsible Bidder. In the event of a tie bid, award will be made to all responsive and responsible Bidders.

In accordance with City of Sunrise Code Section 5-171, a *qualified bidder, responsible bidder, qualified offeror, or responsible offeror* means a person, firm or entity which is fully capable of meeting all requirements of the solicitation and subsequent contract. The qualified bidder, responsible bidder, qualified offeror, or responsible offeror must possess the full capability in all respects to perform fully the contract requirements, including but not limited to the financial resources, technical ability, business judgment, experience, qualifications, facilities, equipment, integrity, capacity and reliability, and must have the integrity and reliability which will assure good faith performance as determined by the city.

In accordance with City of Sunrise Code Section 5-171, a *responsive bid* or *responsive proposal* means a bid or proposal submitted by a responsive, and responsible or qualified, bidder or offeror which conforms in all material respects to the invitation to bid or request for proposals.

In accordance with City of Sunrise Code Section 5-171, a *responsive bidder* or *responsive offeror* means a person, firm or entity who has submitted a bid or proposal which conforms in all material respects to the invitation to bid or request for proposals.

The City may not request documentation of or consider a bidder's social, political or ideological interest when determining if the bidder is a responsible bidder. The City may not give preference to a bidder based on the bidder's social, political, or ideological interests.

In the event the successful bid is terminated or cancelled for any reason, the City reserves the right to make an award to the next lowest responsive and responsible Bidder, or re-bid the entire Contract or any part thereof, whichever is in the best interest of the City.

3.19 COST LIABILITY

The Bidder shall bear all costs associated with submitting the Bid, including preparation, site visitation or any travel connected with submittal of the Bid.

3.20 CONTENTS OF BID / PUBLIC RECORDS

Any material submitted in response to this Bid will become a public record pursuant to Chapter 119, Florida Statutes. No claim of confidentiality or trade secret will be honored unless a specific exemption from the public records law exists and the Florida or Federal statute identifying the exemption is identified in the Bid. An incorrectly claimed exemption does not disqualify the firm, only the exemption claimed.

3.21 INVESTIGATIONS OF CONDITIONS AFFECTING OPERATIONS

Before submitting a Bid, each Bidder shall make all investigations and examinations necessary to ascertain conditions and requirements of the Bid. Failure to make investigations and examinations shall not relieve the successful Bidder from the obligation to comply in every detail with all provisions and requirements of the Bid nor shall it be a basis for any claim whatsoever for alteration in any term of or payment required by the Purchase Order or any subsequent Contract.

3.22 CONE OF SILENCE

This solicitation falls under Section 2-1 of the Code of Ordinances of the City of Sunrise, Florida, known as the Cone of Silence. After a Bid is opened, a person as defined in Section 2-1 may not seek information or clarification or in any way contact any official or employee of the City concerning this Bid with the exception of the City Attorney, the Procurement Manager or the contact person specifically designated in this Bid. A copy of any written communication shall be filed with the Purchasing Office and shall be made available to the public upon request. A violation of the Cone of Silence renders any award voidable at the sole discretion of the City Commission and may subject the Contractor to debarment in accordance with Section 2-1. Nothing in Section 2-1 prevents a Contractor or Contractor's representative from taking part in a public meeting concerning the Bid.

3.23 E-VERIFY – EMPLOYMENT ELIGIBILITY

*By submitting a response to this solicitation, you are obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility." Further, by your [registration as a vendor/response to this solicitation/entering into a contract] you affirm and represent that you are registered with the E-Verify system and are using same, and will continue to use same as required by Section 448.095, Fla. Stat. Compliance with Section 448.095 includes, but is not limited to, utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. Failure to comply will lead to termination **[as a vendor, disqualifying you for award of this solicitation, entering into a contract and/or, cancellation of an active contract]**, or if your subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination. If terminated for a violation of the statute by the Vendor/Contractor, the Vendor/Contractor may not be allowed to do business with the City or be awarded a solicitation or contract for a period of 1 year after the date of termination. All costs incurred to initiate and sustain the aforementioned programs shall be the responsibility of the Vendor/Contractor.*

SECTION 4 - TERMS AND GENERAL CONDITIONS

4.1 **INDEMNIFICATION**

To the fullest extent permitted by law, the Contractor agrees to indemnify, defend and hold harmless the City of Sunrise, its officers, agents, volunteers, and employees from and against all claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or other alternative dispute resolution costs arising out of or resulting from the performance of Services under this Contract (1) provided that any such claims, damages, losses or expenses are attributable to bodily injury, sickness, disease, death, or personal injury, or property damage, and (2) are caused in whole or in part by the negligent acts, errors, or omissions of the Contractor, Contractor's subcontractor(s), or anyone directly or indirectly employed or hired by Contractor or anyone for whose acts Contractor may be liable, **REGARDLESS OF WHETHER OR NOT CAUSED IN PART BY CITY OF SUNRISE, ITS OFFICERS, AGENTS, VOLUNTEERS, OR EMPLOYEES.** The City of Sunrise reserves the right, but not the obligation, to participate in the defense without relieving Contractor of any obligation hereunder. Contractor agrees this indemnity obligation shall survive the expiration or earlier termination of the Contract.

4.2 **INSURANCE REQUIREMENTS**

Contractor agrees at its sole expense to maintain on a primary basis, non-contributory basis during the life of this Contract the following insurance coverages, limits, including endorsements described herein. The requirements contained herein, as well as City's review or acceptance of insurance maintained by Contractor is not intended to and shall not in any manner limit or qualify the liabilities or obligations assumed by Contractor under the Contract. Any coverage maintained by the City shall apply excess of, or contingent upon the absence of, insurance required or maintained by Contractor.

Commercial General Liability. Contractor agrees to maintain Commercial General Liability at a limit of liability not less than \$1,000,000 Each Occurrence, \$2,000,000 Annual Aggregate. Contractor agrees its coverage shall not contain any restrictive endorsement(s) excluding or limiting Product/Completed Operations, Independent Contractors, Broad Form Property Damage, X-C-U Coverage, Contractual Liability or Separation of Insureds.

Additional Insured Endorsement. Contractor agrees to endorse the City as an Additional Insured on the Commercial General Liability with the following, or similar endorsement providing equal or broader Additional Insured coverage, the CG 20 26 07 04, or CG 20 26 04 13, Additional Insured – Designated Person or Organization endorsement; or the CG 20 10 07 04, or CG 20 10 04 13, Additional Insured – Owners, Lessees, or Contractors endorsement, including the additional endorsement of GC 20 37 07 04, or GC 20 04 13, Additional Insured – Owners, Lessees, or Contractors Completed Operations. The name of the organization endorsed as Additional Insured for all endorsements shall read "City of Sunrise".

Business Automobile Liability. Contractor agrees to maintain Business Automobile Liability at a limit of liability not less than \$1,000,000 Each Occurrence. Coverage shall include liability for Owned, Non-Owned & Hired automobiles. In the event Contractor does not own automobiles, Contractor agrees to maintain coverage for Hired & Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Pollution Legal and Remediation Liability. Contractor agrees to maintain Third-Party Pollution Legal and Remediation Liability at a limit of liability not less than \$1,000,000 Each

Occurrence \$2,000,000 Annual Aggregate. The Contractor agrees the policy shall include a minimum three (3) year discovery (tail) reporting period, and a retroactive date that equals or precedes the effective date of the Contract, or the performance of Work hereunder. In the event the policy is cancelled, non-renewed, switched to an occurrence form, retroactive date advanced, or any other event triggering the right to purchase a supplemental extended reporting period (SERP) during the life of this Contractor, Contractor agrees to purchase a SERP with a minimum reporting period not less than two (2) years. The requirement to purchase a SERP shall not relieve Contractor of the obligation to provide replacement coverage. The Contractor agrees the Self-Insured-Retention shall not exceed \$25,000. This coverage may be provided on a Per-Project Basis. The Third-Party Pollution Legal and Remediation Liability shall be endorsed to include City as an Additional Insured.

Worker’s Compensation Insurance & Employers Liability. Contractor agrees to maintain Worker’s Compensation Insurance & Employers Liability in accordance with Florida Statutes Chapter 440.

Waiver of Subrogation. Contractor agrees by entering into this Contract to a Waiver of Subrogation for each required policy herein. When required by the insurer, or should a policy condition not permit Contractor to enter into a pre-loss agreement to waive subrogation without an endorsement, then Contractor agrees to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which includes a condition specifically prohibiting such an endorsement, or voids coverage should Contractor enter into such an agreement on a pre-loss basis.

Certificate(s) of Insurance. Contractor agrees to provide City a Certificate of Insurance evidencing that all coverages, limits and endorsements required herein are maintained and in full force and effect, and Certificates of Insurance shall provide a minimum thirty (30) day endeavor to notify, when a manuscript notice endorsement is available by Contractor’s insurer. If the Contractor receives a non-renewal or cancellation notice from an insurance carrier affording coverage required herein, or receives notice that coverage no longer complies with the insurance requirements herein, Contractor agrees to notify the City by or email within five (5) business days with a copy of the non-renewal or cancellation notice, or written specifics as to which coverage is no longer in compliance. The Certificate Holder(s) address shall read:

Original to:

City of Sunrise
Attn: Procurement Manager
 Purchasing Office
 10770 West Oakland Park Blvd.
 Sunrise, Florida 33351
purchasing@sunrisefl.gov

Copy to:

City of Sunrise
Attn: Risk Manager Office
 Risk Management Division
 10770 W. Oakland Park Blvd.
 Sunrise, FL 33351
riskmanagement@sunrisefl.gov

Umbrella or Excess Liability. Contractor may satisfy the minimum liability limits required above for Commercial General Liability or Business Auto Liability under an Umbrella or Excess Liability policy. There is no minimum Per Occurrence limit of liability under the Umbrella or Excess Liability; however, the Annual Aggregate limit shall not be less than the highest “Each Occurrence” limit for either Commercial General Liability or Business Auto Liability. Contractor agrees to endorse City as an “Additional Insured” on the Umbrella or Excess Liability, unless the Certificate of Insurance states the Umbrella or Excess Liability provides coverage on a “Follow-Form” basis.

Right to Revise or Reject. City reserves the right, but not the obligation, to revise any insurance requirement, not limited to limits, coverages and endorsements, or to reject any insurance policies which fail to meet the criteria stated herein. Additionally, City reserves the right, but not the obligation, to review and reject any insurer providing coverage due to its poor financial condition or failure to operate legally.

4.3 PATENTS AND ROYALTIES

The Bidder, without exception, shall indemnify and save harmless the City of Sunrise and its employees from liability of any kind including cost and expenses for or on account of any copyrighted, patented or unpatented invention, process or article of manufacture or any article used in the performance of the Contract, including its use by the Purchaser. If the Bidder uses any design, device or materials covered by letters, patent or copyright, it is mutually agreed. And understood without exception that the bid prices shall include all royalties or cost arising from the use of such design, device or materials in any way involved in the work.

4.4 INITIAL CONTRACT PERIOD AND CONTRACT RENEWAL

The initial contract period shall be for the period of one (1) year starting on March 26, 2026 or date of award by City Commission whichever is later. In addition, the City reserves the right to renew the contract for two (2) additional one (1) year periods, providing all terms conditions and specifications remain the same, both parties agree to the extension, and such extension is approved by the City, contingent upon budget approval.

4.5 CONTRACT CONTINUITY / TRANSITIONAL PERIOD

In the event the services are scheduled to end either by Contract expiration or by termination by the City of Sunrise (at the City's discretion), the Bidder shall continue the services, if requested by the City, until new services can be completely operational. At no time shall this transitional period extend more than one hundred eighty (180) days beyond the expiration date of the existing Contract. The Bidder will be reimbursed for this service at the rate in effect when this transitional period clause is invoked by the City.

4.6 CONTRACTS OVERLAPPING FISCAL YEARS:

The City's fiscal year begins October 1 and ends September 30 of the following calendar year. When a Contract's terms extends beyond the fiscal year in which the Contract commences, the City will issue a new Purchase Order to cover its needs for the balance of the fiscal year and a new purchase order will be issued to correspond with the remaining months of the Contract that extends into the next fiscal year. Issuance of a new Purchase Order shall be subject to the availability of budgeted funds.

4.7 TERMINATION FOR GOVERNMENTAL NON-APPROPRIATIONS

City is a bona fide governmental entity of the State of Florida with City's fiscal year ending on September 30 of each calendar year. If City does not appropriate sufficient funds to purchase the quantities required under this Agreement for any of the City's fiscal years subsequent to the one in which the Agreement is executed and entered into, then this Agreement shall be terminated effective upon expiration of the fiscal year in which sufficient funds to continue satisfaction of City's obligation under this Agreement were last appropriated by City and City shall not, in this sole event be obligated to make any further purchases beyond said fiscal year.

4.8 TERMINATION FOR CAUSE

This Agreement may be terminated by either party upon three (3) calendar days written notice to the other party, should such other party fail substantially to perform in accordance with its material terms through no fault of the party initiating the termination. In the event the Contractor abandons this Agreement or causes it to be terminated by the CITY, the Contractor shall indemnify the CITY against any loss pertaining to this termination. In the event that the Contractor is terminated by the CITY for cause and it is subsequently determined by a court of competent jurisdiction that such termination was without cause, such termination shall thereupon be deemed a termination for convenience under Section 4.9 and the provisions of Section 4.9 shall govern.

4.9 TERMINATION FOR CONVENIENCE

A Contract resulting from this Bid may be terminated by the City without cause upon thirty (30) days written notice to the Vendor. In the event of such a termination without cause, the Vendor shall be compensated for all services performed to the City's satisfaction, together with reimbursable expenses incurred. In such event, the Vendor shall promptly submit to the City its invoice for final payment and reimbursement under the terms of this Contract.

4.10 TERMS RELATING TO PRICE

Unless otherwise noted by the City, all prices shall be firm through the period of the Contract or purchase order and shall not be subject to increase. In the event of a manufacturer's or Vendor's price decrease during the Contract period, the City shall receive the full benefit of such price reduction on any undelivered goods or services on an existing purchase order and on any subsequent order placed during the Contract period. The Procurement Manager must be notified in writing of any price reduction within five (5) days of the effective date. Failure to report price reductions may result in cancellation of Contract for cause, pursuant to these Terms and Conditions.

In the event of a manufacturer's price increase during the Contract period, the Vendor shall submit proof from the manufacturer of said increase, and the City may accept the price increase at the time of Contract renewal, or terminate or re-bid the Contract, in whole, or in part, whichever is in the best interest of the City.

The cost of all services as bid herein shall remain firm for the first one year of the Contract. Costs for subsequent years and any extension term years shall be subject to an adjustment only if increases occur in the industry. However, unless very unusual and significant changes have occurred in the industry, such increases shall not exceed 5% per year or, the latest yearly percentage increase in the All Urban Consumers Price Index (CPI-U) (National) as published by the Bureau of Labor Statistics, U.S. Dept of Labor whichever is less. The yearly increase, or decrease in the CPI shall be that latest index published and available ninety (90) days prior to the end of the Contract year then in effect compared to the index for the same month one year prior. Any requested cost increase shall be fully documented and submitted to the City at least sixty (60) days prior to the Contract anniversary date. Any approved cost adjustments shall become effective upon the anniversary date of the Contract. In the event the CPI or industry costs decline, the City shall have the right to receive, from the Vendor, a reasonable reduction in costs that reflect such cost changes in the industry.

The City may, after examination, refuse to accept the adjusted costs if they are not properly documented, increases are considered to be excessive, or decreases are considered to be insufficient. In the event the City does not wish to accept the adjusted costs and the matter

cannot be resolved to the satisfaction of the City, the Contract may be cancelled by the City upon giving thirty (30) days written notice to the Vendor.

4.11 SELLING, TRANSFERRING OR ASSIGNING RESPONSIBILITIES

The Vendor shall not sell, transfer or assign the performance required by this bid without the prior written consent of the City. Any Award issued pursuant to this bid and the monies which may become due hereunder are not assignable, unless the prior written approval of the City is obtained.

4.12 PAYMENT/BILLING INSTRUCTIONS

Payment will be made by the City after the items or services awarded have been, received, inspected, found to comply with award specifications, are free of damage or defect and are properly invoiced.

Invoices, unless otherwise indicated, must show Purchase Order Number and shall be submitted in duplicate to:

CITY OF SUNRISE
 Finance Department
 10770 West Oakland Park Blvd.
 Sunrise, FL 33351

The City shall pay Contractor for work performed in accordance with §218.70, et seq., Florida Statutes, the Local Government Prompt Payment Act, after receipt of Contractor's proper invoice. To be deemed proper, each invoice must comply with all statutory terms and all requirements specified by the City in its contract and / or purchase order. If a payment request or invoice does not meet the contract / agreement / purchase order requirements, the City will reject the payment request or invoice as specified in accordance with §218.70, et seq., Florida Statutes. The rejection will be written and will specify the deficiency and the action necessary to make the payment request or invoice proper.

The City is exempt from Federal and State Taxes for tangible personal property. The City will provide an exemption certificate to the Vendor upon request. The Vendor is not exempt from paying sales tax to the suppliers for materials to fulfill Contractual obligations with the City, nor is Vendor authorized to use the City's tax exemption Number in securing such materials.

4.13 PUBLIC ENTITY CRIMES

Please be informed that pursuant to Section 287.133(2)(a), Florida Statutes, "A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity" in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list." The submission of a bid shall constitute an affirmative representation of the Contractor to the City that the Contractor is aware of the Statute and in full compliance thereof.

4.14 COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH ACT

If applicable, Vendor certifies that all material, equipment, etc. contained in the bid meets all O.S.H.A. requirements. Bidder further certifies that if he/she is the successful Bidder, and the material, equipment, etc., delivered is subsequently found to be deficient in any O.S.H.A. requirement in effect on date of delivery, all costs necessary to bring the material, equipment, etc., into compliance with the aforementioned requirements shall be borne by Vendor.

4.15 SAFETY DATA SHEETS (SDS)

In compliance with federal standards and regulations listed under OSHA 29 CFR 1910.1200 Hazard Communication Standard with adopted Globally Harmonized System of Classification and Labeling of Chemicals when applicable, any item delivered from a Contract resulting from this bid must be accompanied by a Safety Data Sheet (SDS), if applicable. The SDS must contain the following information: 1. Product identifier used on the label and any other common names or synonyms by which the substance is known. 2. Hazard Identification and the appropriate warning information associated with those hazards. 3. Composition/Information on Ingredients in the product. 4. First-Aid Measures for initial care to individuals who have been exposed to the chemical. 5. Fire-Fighting Measures for fighting a fire caused by the chemical. 6. Accidental Release Measures with recommendations on appropriate spill, leak, or release response. 7. Handling and Storage for safe practice and conditions. 8. Exposure Controls/Personal Protection indicating exposure limits, engineering controls, and personal protective measures that can be used to minimize worker exposure. 9. Physical and Chemical Properties of the substance or mixture. 10. Stability and Reactivity information of the chemical. 11. Toxicological Information identifying health effects and toxicology of the chemical.

4.16 STORAGE, REMOVAL AND DISPOSAL OF SOLID WASTE / CONSTRUCTION DEBRIS:

Not applicable to this bid.

4.17 NO DAMAGES FOR DELAY

The CONTRACTOR shall not be entitled to any claim for damages including, but not limited to, loss of profits, loss of use, home office overhead expenses, equipment rental and similar costs, on account of delays in the progress of the Project from any cause whatsoever including an act or neglect of the CITY, adverse weather conditions, and act of God, strike, war or national disaster or emergency, unusual delay in deliveries, unusual delay in procuring permits, differing site conditions, unavoidable casualties or other causes beyond the CONTRACTOR'S control, or by delay authorized by the CITY, or by other causes which the CONTRACTOR determines may justify delay. The CONTRACTOR'S sole recovery and sole remedy for any such delay shall be a reasonable extension of time and a revision to the Project Schedule as determined by the CITY. However, additional costs to the CONTRACTOR or delays in the CONTRACTOR'S performance caused by improperly timed activities shall not be the basis for granting a time extension. If the CONTRACTOR wishes to make a claim for an increase in time of performance, written notice of such claim shall be made to the CITY within ten (10) working days after the occurrence of the event, or the first appearance of the condition giving rise to such claim. The CITY'S representative shall determine whether or not the CONTRACTOR is entitled to a time extension for the delay. The failure of the CONTRACTOR to give such notice shall constitute a waiver of any claim under this section.

4.18 GOVERNING LAW AND VENUE

The Contract shall be governed by the laws of the State of Florida. Except as set forth in the indemnification section of the Contract should the Parties be involved in legal action arising under, or connected to this Contract, each party will be responsible for their own attorneys' fees and costs. The venue for any litigation will be Broward County, Florida. Both Parties hereby agree to waive a jury trial, and will proceed to a trial by judge if necessary.

4.19 DISCRIMINATORY VENDOR LIST

Pursuant to Section 287.134, Florida Statutes, an entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity. By execution of this Contract, Contractor represents that it has not been placed on the discriminatory vendor list as provided in Section 287.134, Florida Statutes.

4.20 SCRUTINIZED COMPANY

Pursuant to Section 287.135, Florida Statutes, Contractor certifies that it is not on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes and that it is not engaged in a boycott of Israel.

Pursuant to Section 287.135, Florida Statutes, in the event the Contract is for one million dollars or more, Contractor certifies that it is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Terrorism Sectors List created pursuant to Section 215.473, Florida Statutes; and Contractor further certifies that it is not engaged in business operations in Cuba or Syria.

Pursuant to Section 287.135, Florida Statutes, City may, at the option of the City Commission, terminate this Contract if Contractor is found to have submitted a false certification as provided under subsection 287.135(5), Florida Statutes; has been placed on the Scrutinized Companies that Boycott Israel List, or is engaged in a boycott of Israel; has been placed on the Scrutinized Companies with Activities in Sudan List; has been placed on the Scrutinized Companies with Activities in the Iran List created pursuant to Section 215.473, Florida Statutes; or has been engaged in business operations in Cuba or Syria.

4.21 PUBLIC RECORDS LAW

The CONTRACTOR shall comply with all applicable requirements contained in the Florida Public Records Law (Chapter 119, Florida Statutes), including but not limited to any applicable provisions in Section 119.0701, Florida Statutes. To the extent that the CONTRACTOR and this Contract are subject to the requirements in Section 119.0701, Florida Statutes, the CONTRACTOR shall: (a) keep and maintain public records required by the City to perform the services provided hereunder; (b) upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow public records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law for the duration of the term of this Contract and following completion of this Contract if the CONTRACTOR does not transfer the records to the City; and (d) upon completion of the

Contract, transfer, at no cost, to the City all public records in the possession of the CONTRACTOR or keep and maintain public records required by the City to perform the service. If the CONTRACTOR transfers all public records to the City 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 City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City. If the CONTRACTOR fails to comply with the requirements in this Section 4.19, the City may enforce these provisions in accordance with the terms of this Contract. If the CONTRACTOR fails to provide the public records to the City within a reasonable time, it may be subject to penalties under Section 119.10, Florida Statutes.

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 AGREEMENT, THE CONTRACTOR SHOULD CONTACT THE CITY'S CUSTODIAN OF PUBLIC RECORDS: THE CITY CLERK, FELICIA M. BRAVO, BY TELEPHONE (954/746-3333), e-mail (CityClerk@[sunrisefl.gov](mailto:CityClerk@sunrisefl.gov)), or mail (City of Sunrise, Office of the City Clerk, 10770 West Oakland Park Boulevard, Sunrise, Florida 33351).

4.22 NONDISCRIMINATION

The Contractor warrants and represents that all of its employees are treated equally during employment without regard to race, color, national origin, sex, gender identity, sexual orientation, age, disability/handicap, religion, family or income status.

4.23 ELECTRONIC RECORD KEEPING

Bidder certifies their services and products meet all recordkeeping requirements of the State of Florida, including but not limited to those in Chapter 119, Florida Statutes and Rule 1B-26.003(6)(g), Florida Administrative Code.

4.24 COMPLIANCE WITH LAWS

Bidder and the Services must comply with all applicable federal, state, and local laws, codes, ordinances, rules, and regulations including, without limitation, American with Disabilities Act, 42 U.S.C. § 12101, Section 504 of the Rehabilitation Act of 1973, and any related federal, state, or local laws, rules, and regulations.

4.25 E-VERIFY – EMPLOYMENT ELIGIBILITY

4.25.1 Contractor warrants and represents that it complies with Section 448.095, Florida Statutes, as may be amended. Contractor (1) has registered with and uses the E-Verify System (E-Verify.gov), to electronically verify the work authorization status

of all newly hired employees; and (2) has verified that all of the Contractor's subcontractors performing the duties and obligations of this Contract are registered with and use the E-Verify System to electronically verify the employment eligibility of all newly hired workers.

- 4.25.2 Contractor shall obtain from each of its subcontractors an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an Unauthorized Alien, as that term is defined in Section 448.095(1)(k), Florida Statutes, as may be amended. Contractor shall maintain a copy of any such affidavit from a subcontractor for, at a minimum, the duration of the subcontract and any extension thereof. This provision shall not supersede any provision of this Contract which requires a longer retention period.
- 4.25.3 City shall terminate this Contract if it has a good faith belief that Contractor has knowingly violated Section 448.09(1), Florida Statutes, as may be amended. If City has a good faith belief that Contractor's subcontractor has knowingly violated Section 448.09(1), Florida Statutes, as may be amended, City shall notify Contractor to terminate its contract with the subcontractor and Contractor shall immediately terminate its contract with the subcontractor.
- 4.25.4 If City terminates this Contract pursuant to the subsection 4.25.3 above, Contractor shall be barred from being awarded a future contract by City for a period of one (1) year from the date on which this Contract was terminated. In the event of such Contract termination, Contractor shall also be liable for any additional costs incurred by City as a result of the termination.

4.26 FOREIGN GIFTS AND CONTRACTS

Pursuant to Fla. Stat. §286.101(3), where the amount of the grant or contract is 100,000.00 or more, Contractor shall disclose any current or prior interest of, any contract with, or any grant or gift received from a country of foreign concern with a value of \$50,000 or more that was received or in force during the previous five (5) years. Definitions, disclosure requirements and exceptions are found in Fla. Stat. §268.101. Contractor represents and warrants it has complied with Fla. Stat. §286.101, it has properly disclosed such interests, contracts, grants or gifts to City before execution of this Contract, and it will remain in compliance with Fla. Stat. §286.101 for the duration of this Contract.

4.27 OUT OF STATE VENDORS

Pursuant to Fla. Stat. §607.1503, a foreign corporation should register with the State of Florida to transact business in the State of Florida. A link to the Florida Division of Corporations' website has been provided for convenience <https://dos.myflorida.com/sunbiz/>

4.28 PROHIBITED TELECOMMUNICATIONS EQUIPMENT

Vendor represents and certifies that it and all its subcontractors do not use any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, as such terms are used in 48 CFR §§ 52.204-24 through 52.204-26. Vendor represents and certifies that it and all its subcontractors shall not provide or use such covered telecommunications equipment, system, or services during the term of this Purchase Order.

4.29 ANTITRUST VIOLATIONS

The Vendor has a continuous duty to disclose to the City if it or any of its affiliates (as defined by Section 287.137(1)(a), Florida Statutes) are placed on the Antitrust Violator Vendor List. A person or an affiliate who has been placed on the antitrust violator vendor list following a

conviction or being held civilly liable for an antitrust violation may not submit a bid, proposal, or reply for any new contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply for a new contract with a public entity for the construction or repair of a public building or public work; may not submit a bid, proposal, or reply on new leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a new contract with a public entity; and may not transact new business with a public entity. By entering this Purchase Order, Vendor certifies that neither it nor its affiliate(s) are on the antitrust violator vendor list at the time of entering this Purchase Order. False certification under this paragraph or being subsequently added to that list will result in termination of this Purchase Order, at the option of the City consistent with Section 287.137, Fla. Stat. as amended.

4.30 ENTITIES OF FOREIGN CONCERN

The provisions of this section apply only if Contractor or any Subcontractor will have access to an individual's personal identifying information under this Agreement. Contractor represents and certifies: (i) Contractor is not owned by the government of a foreign country of concern; (ii) the government of a foreign country of concern does not have a controlling interest in Contractor; and (iii) Contractor is not organized under the laws of and does not have its principal place of business in a foreign country of concern. On or before the Effective Date, Contractor and any Subcontractor that will have access to personal identifying information shall submit to City under Section 23, Notices, executed Exhibit "H" Affidavit of Compliance with Foreign Entity Laws, under penalty of perjury, to the City attesting that the entity does not meet any of the criteria in Section 287.138(2), Florida Statutes. Compliance with the requirements of this section is included in the requirements of a proper invoice for purposes of Section 2. Terms used in this section that are not otherwise defined in this Agreement shall have the meanings ascribed to such terms in Section 287.138, Florida Statutes.

4.31 HUMAN TRAFFICKING

Pursuant to Section 787.06(14), Fla. Stat., nongovernmental entities contracting with the City are required to provide an affidavit attesting that the nongovernmental entity does not use coercion for labor or services as defined within Section 787.06, Fla. Stat. By executing this Purchase Order and submitting the executed required affidavit, the Vendor represents and warrants that it does not use coercion for labor or services as provided by state law.

SECTION 5 - BID SUBMISSION CHECK LIST

COMPANY NAME: (Please Print): _____ Phone: _____ Fax: _____
--

BEFORE SUBMITTING YOUR BID, MAKE SURE YOU...

- _____ 1. Carefully read the SPECIFICATIONS.
- _____ 2. Properly fill out the BID SHEET and CERTIFICATION PAGE (Schedule "A").
- _____ 3. Fill out and sign the NON-COLLUSION AFFIDAVIT (Schedule "B") and have it properly notarized.
- _____ 4. Sign the VENDOR DRUG FREE STATEMENT (Schedule "C").
- _____ 5. Fill out the VENDOR QUALIFICATION STATEMENT (Schedule "D").
- _____ 6. Include WARRANTY INFORMATION FORM AND EXHIBITS (Schedule "E"), if required.
- _____ 7. CHECK THE INSURANCE and LICENSE requirements to be sure you comply, and submit PROOF of INSURANCES or LICENSES, with your Bid (Schedule "F").
- _____ 8. Complete STATEMENT OF NO BID (Schedule "G"), if applicable.
- _____ 9. Complete Affidavit of Compliance with Foreign Entity Laws (Schedule "H"), if required.
- _____ 10. Complete Affidavit of Compliance with Human Trafficking Laws (Schedule "I") and have it properly notarized.
- _____ 11. Submit Electronically via Demandstar.com.
- _____ 12. Make sure your BID is submitted prior to the deadline. Late Bids will not be accepted.

FAILURE TO PROVIDE THE REQUESTED SCHEDULES MAY RESULT IN YOUR BID BEING DEEMED NON-RESPONSIVE.

THIS PAGE AND THE FOLLOWING PAGES ARE TO BE RETURNED WITH YOUR BID.

THIS SHOULD BE THE FIRST PAGE OF YOUR BID.

SECTION 6 – BID SUBMISSION PACKAGE

**SCHEDULE "A"
CITY OF SUNRISE
BID SHEET & CERTIFICATION**

ALL BIDS SHALL REMAIN VALID FOR NINETY (90) DAYS AFTER BID OPENING

Item No.	Est. Qty.	Description	MFG/ Trade Name	Unit Cost	EXTENDED PRICE
1.	26	Soda Ash, Granular, Dosage: 1 lb per 10,000 gallons (if pH is below 7.2) 50 LB bag		\$ _____/bag	\$ _____
2.	140	Diatomaceous Earth Pool grade 50 LB bag		\$ _____/bag	\$ _____
3.	1,924	Sodium Bicarbonate Food Grade, NaHCO3 99% 50 LB bag		\$ _____/bag	\$ _____
4.	59	Cyanuric Acid 100 LB drum		\$ _____/drum	\$ _____
5.	12	Cyanuric Acid 50 LB drum		\$ _____/drum	\$ _____
6.	52	Muriatic Acid Food Codex Grade, Hydrochloric Acid 31.45%, CAS 7647-01-55 Gallon drum		\$ _____/drum	\$ _____
7.	10,390	Muriatic Acid Food Codex Grade, Hydrochloric Acid 31.45%, CAS 7647-01-1 1 Gallon container		\$ _____/gallon	\$ _____
8.	1,715	Calcium Chloride 77% Flake 50 LB bag		\$ _____/bag	\$ _____
9a.	52,950	Sodium Hypochlorite- Batch (Liquid Chlorine) 500 gallons minimum quantity delivered at one time		\$ _____/gallon	\$ _____
9b.	98,290	Sodium Hypochlorite- Batch (Liquid Chlorine) (No minimum quantity)		\$ _____/gallon	\$ _____
10a.	120,925	Sodium Hypochlorite- Continuous (Liquid Chlorine) 500 gallons minimum quantity delivered at one time		\$ _____/gallon	\$ _____

Vendor Name

Name of Authorized Person

Item No.	Est. Qty.	Description	MFG/ Trade Name	Unit Cost	EXTENDED PRICE
10b.	224,575	Sodium Hypochlorite- Continuous (Liquid Chlorine) (No minimum quantity)		\$ _____ /gallon	\$ _____
11.	65	Chlorine Dry Tablet (3" Tablet) 50 LB pail		\$ _____ /pail	\$ _____
12.	24	Sodium Trichloride 50 LB bag		\$ _____ /bag	\$ _____
13.	44	Calcium Hypochlorite 100 LB drums		\$ _____ /drum	\$ _____
14.	112	Calcium Hypochlorite 25 LB pail		\$ _____ /pail	\$ _____
15.	4,036	Chlorine Briquettes, Pulsar Brand only, no substitutes 50 LB pail		\$ _____ /pail	\$ _____
16.	120	Potassium Peroxymonosulfate 50 LB pail		\$ _____ /pail	\$ _____
17.	1,940	Course Rock Salt, Morton White Crystal Solar Salt, or equal 50 LB pail		\$ _____ /pail	\$ _____
18.	88	Tile Cleaner 1 Quart Container		\$ _____ /container	\$ _____
19.	50	All Clear Mustard Knock-out, or equal 2 LB Container		\$ _____ /container	\$ _____

TOTAL BID OFFER (Items 1-19): \$ _____

(Written Dollar Amount)

Vendor Name

Name of Authorized Person

CONTINGENCY PRICING

RUSH Fee for Expedited Delivery within 48 Hours of notice.	\$ _____ /delivery
---	--------------------

Vendors to indicate the percentage (%) off the balance of line. _____%

Vendor to indicate, any drum deposit charges, if applicable: Item No. _____ \$ _____

All deliveries will be made by Common Carrier ONLY. Yes _____ No _____

**SCHEDULE "A"
(Continued)**

Delivery will be made within _____ calendar days after receipt of purchase order. (To Be Completed ONLY if Bidder is unable to comply with specified delivery requirements indicated within the bid document.

If applicable, would you extend the prices bid herein to other municipalities? Award of bid is not contingent upon concurrence with this offer to other municipalities. Yes: _____ No: _____

ADDENDUM RECEIPT

Bidder shall acknowledge below the receipt of any and all addenda, if any, by listing the Addenda No. and date of issuance.

ADDENDUM NO: _____/DATE _____ ADDENDUM NO: _____/DATE _____
ADDENDUM NO: _____/DATE _____ ADDENDUM NO: _____/DATE _____

I, the undersigned hereby agree to furnish the items and / or services described in this Invitation for Bid. I certify that I have read the entire document, including the Specifications, Requirements, Terms & Conditions and Schedules, and agree to furnish the items and services under the requirements of the Bid.

I also certify that this Bid is submitted without prior understanding, agreement, or connection with any corporation, firm or person submitting a Request for Submittal for the same materials, services, and supplies and is in all respects fair and without collusion or fraud.

The Respondent certifies by his/her signature that the person signing this Certification is authorized to bind the firm by their signature.

Company Name: _____

Address _____

City _____ State _____ Zip _____

Phone# _____ E-Mail _____

Signature: _____ Title _____

Printed Name: _____

FEID or Social Security No. _____

SOCIAL SECURITY NUMBER COLLECTION DISCLOSURE STATEMENT

Please be advised that pursuant to Section 119.071(5) (a) 2.a., Florida Statutes, the City of Sunrise ("City") discloses that the City requests your social security number for the purpose of payroll eligibility verification, processing employment benefits, income reporting, tax reporting, background checks on employee applicants, advisory board applicants and other City program volunteers. Social security numbers are also used as a unique numeric identifier and may be used for search purposes.

**SCHEDULE "B"
CITY OF SUNRISE
NON-COLLUSION AFFIDAVIT**

This affidavit is to be filled in, executed and notarized by the Bidder. If the bid is made by a Corporation, then it should be executed by its Chief Officer. This document MUST be submitted with the bid.

STATE OF _____)
) SS
COUNTY OF _____)

_____, being first duly sworn, deposes and says that
(Type or print name of person who is signing below)

1. He/she is the _____ (Owner, Partner, Officer, Representative or Agent) of the Bidder that has submitted the attached Bid.
2. He/she is fully informed with respect to the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid.
3. Said Bid is made without any connection or common interest in the profits with any other persons making a Bid for the said commodities/services. Said Bid is on our part in all respects fair and without collusion or fraud. No head of any department, any employee or any officer of the City of Sunrise is directly or indirectly interested therein. If any relatives are employed by the City, indicate name and relationship below.
4. Under penalty of perjury, I certify that the information presented in this Affidavit is true and accurate. The undersigned further understands that providing false representations herein constitutes an act of fraud. False, misleading or incomplete information may result in disqualification from submitting bids, and/or referral to criminal law enforcement. The information provided is subject to verification by the City of Sunrise.
5. I understand that Florida Statutes Chapter 817 provides that willful false statements or misrepresentation is a misdemeanor of the first degree punishable by fines or imprisonment provided under Florida Statutes §775.082 or 775.83. I further understand that any willful misstatement of information will be grounds for disqualification. I certify, under oath, that the information provided is true and correct.

Name: _____ Relationship: _____
Name: _____ Relationship: _____

Company Name: _____

Bidder's Authorized Signature: _____

STATE OF FLORIDA
COUNTY OF BROWARD

Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this ____ day of _____, 20____, by _____, as _____ (title) of _____ (Company).

Signature of Notary Public – State of Florida (SEAL)

Print, type or stamp commissioned name of Notary Public

Personally Known OR Produced Identification

Type of Identification Produced _____

**SCHEDULE "C"
CITY OF SUNRISE**

BIDDER'S DRUG - FREE WORKPLACE CERTIFICATION

Preference may be given to Vendors submitting a certification with their bid/Bid certifying they have a drug-free workplace in accordance with Section 287.087, Florida Statutes. This requirement affects all public entities of the State and becomes effective January 1, 1991. The special condition is as follows:

IDENTICAL SUBMISSIONS - Preference may be given to businesses with drug-free workplace programs. Whenever two or more bids, Bids or replies which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or Contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied Vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or Contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or Contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section. As the person authorized to sign the statement, I certify that this Vendor complies fully with the above requirements.

I hereby certify that the company submitting this Bid has established a Drug Free work place program in accordance with State Statute 287.087

VENDOR'S SIGNATURE

COMPANY'S NAME

SCHEDULE "D"
CITY OF SUNRISE
BIDDER'S QUALIFICATION STATEMENT

The undersigned certifies under oath the truth and correctness of all statements and all answers to questions made hereinafter:

Company Name: _____

Address:

Street	City	State	Zip Code
--------	------	-------	----------

Telephone:(____) _____ E-Mail: _____

Web Site: _____

How many years has your organization been in business under its present name? _____

If Bidder is operating under Fictitious Name, submit evidence of compliance with Florida Fictitious Name Statute:

Under what former names has your business operated? : _____

At what address was that business located? _____

Are You Certified? Yes _____ No _____ If Yes, ATTACH COPY OF LICENSE

Are You Licensed? Yes _____ No _____ If Yes, ATTACH COPY OF LICENSE

Has your company or its senior officers ever declared bankruptcy? Yes _____ No _____

If yes, explain: _____

Are you a sales representative, _____ distributor, _____ broker, _____ manufacturer _____ of the commodities/services bid upon?

Have you ever received a Contract or a Purchase Order from the City of Sunrise or other government entity? Yes _____ No _____ If Yes, explain (date, service/project, bid title, etc.)

Have you ever received a complaint on a Contract or bid awarded to you by any government entity? Yes _____ No _____ if yes, explain: _____

Have you ever been debarred or suspended from doing business with any government entity? Yes _____ No _____ If Yes, explain _____

Please identify each incident within the last five (5) years where a civil, criminal, administrative, other similar proceeding was filed or is pending; if such proceeding arises from or is a dispute concerning the Consultant's rights, remedies or duties under a Contract for the same or similar type services to be provided under this Bid:

(Attach additional sheets as necessary)

SCHEDULE "D"
(Continued)
REFERENCES:

List all pertinent government agencies and private firm(s) with whom you have done business within the past three (3) years:

Agency/Firm Name: _____
Address: _____

Agency/Firm Name: _____
Address: _____

City/State/Zip Code: _____

City/State/Zip Code: _____

Phone: _____

Phone: _____

Fax: _____

Fax: _____

Contact: _____

Contact: _____

E-Mail: _____

E-Mail: _____

Agency/Firm Name: _____

Agency/Firm Name: _____

Address: _____

Address: _____

City/State/Zip Code: _____

City/State/Zip Code: _____

Phone: _____

Phone: _____

Fax: _____

Fax: _____

Contact: _____

Contact: _____

E-Mail: _____

E-Mail: _____

Agency/Firm Name: _____

Agency/Firm Name: _____

Address: _____

Address: _____

City/State/Zip Code: _____

City/State/Zip Code: _____

Phone: _____

Phone: _____

Fax: _____

Fax: _____

Contact: _____

Contact: _____

E-Mail: _____

E-Mail: _____

Agency/Firm Name: _____

Agency/Firm Name: _____

Address: _____

Address: _____

City/State/Zip Code: _____

City/State/Zip Code: _____

Phone: _____

Phone: _____

Fax: _____

Fax: _____

Contact: _____

Contact: _____

E-Mail: _____

E-Mail: _____

YOUR COMPANY NAME _____

ADDRESS _____

PHONE: _____

EMAIL: _____

**SCHEDULE "E"
CITY OF SUNRISE**

WARRANTY INFORMATION FORM

ALL BLANKS SHOULD BE FILLED IN AND SUBMITTED WITH BID
MINIMUM WARRANTY SHALL BE AS SPECIFIED HEREIN

MAKE AND MODEL OF ITEM PROPOSED:

DOES WARRANTY APPLY TO ENTIRE PACKAGE OR ONLY TO SPECIFIC PARTS? (State Explicitly)

DOES WARRANTY INCLUDE LABOR FOR REPLACEMENT OF DEFECTIVE PARTS?

_____ YES _____ NO

WARRANTY PERIOD FOR PARTS REPLACEMENT _____

WHO WILL PROVIDE LABOR, AND WHERE, IN THE EVENT OF FAILURE WITHIN WARRANTY PERIOD?

TELEPHONE: _____ EMAIL: _____

NEAREST SOURCE TO THE CITY OF SUNRISE FOR PARTS AND SERVICE AFTER WARRANTY PERIOD:

TELEPHONE: _____ EMAIL: _____

A COPY OF COMPLETE WARRANTY STATEMENT IS SUBMITTED HEREWITH:

_____ YES _____ NO

NAME OF BIDDER: _____

SIGNATURE AND TITLE: _____

TELEPHONE: _____ DATE: _____

SCHEDULE "F"
CITY OF SUNRISE

PROOF OF INSURANCE, REQUIRED LICENSES AND CERTIFICATIONS

ATTENTION BIDDER:

ATTACH TO SCHEDULE "F":

1. PROOF OF INSURANCE AS SPECIFIED HEREIN
2. COPIES OF LICENSES, IF APPLICABLE
3. IRS FORM W-9

NOTE: Only the successful Bidder shall be required to provide a Certificate of Insurance naming the City of Sunrise as additional insured.

**SCHEDULE "G"
CITY OF SUNRISE**

STATEMENT OF NO BID

NOTE: If you do not intend to bid on this solicitation, please return this form immediately. Failure to return this form may result in your name being removed from the list of qualified Bidders for the City of Sunrise. Please indicate bid name and number on the outside of the envelope. Thank you.

MAIL TO: CITY OF SUNRISE
10770 W. OAKLAND PARK BLVD.
SUNRISE, FL 33351
ATTN: CITY CLERK'S OFFICE

We, the undersigned have declined to bid for the following reason:

- _____ Specification too "tight," i.e., geared toward one brand or manufacturer only (explain below).
- _____ Insufficient time to respond to the Invitation for Bid.
- _____ We do not offer this product or an equivalent.
- _____ Our product schedule would not permit us to perform.
- _____ Unable to meet specifications.
- _____ Unable to meet Bond requirements.
- _____ Specification unclear (explain below).
- _____ Other (specify below).

REMARKS:

COMPANY NAME: _____

SIGNATURE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

TELEPHONE NUMBER: _____

FAX NUMBER: _____

E MAIL: _____

**SCHEDULE "H"
CITY OF SUNRISE**

AFFIDAVIT OF COMPLIANCE WITH FOREIGN ENTITY LAWS

The undersigned, on behalf of the entity listed below ("Entity"), hereby attests under penalty of perjury as follows:

1. Entity is not owned by the government of a foreign country of concern as defined in Section 287.138, Florida Statutes. (Source: § 287.138(2)(a), Florida Statutes)
2. The government of a foreign country of concern does not have a controlling interest in Entity. (Source: § 287.138(2)(b), Florida Statutes)
3. Entity is not organized under the laws of, and does not have a principal place of business in, a foreign country of concern. (Source: § 287.138(2)(c), Florida Statutes)
4. Entity is not owned or controlled by the government of a foreign country of concern, as defined in Section 692.201, Florida Statutes. (Source: § 288.007(2), Florida Statutes)
5. Entity is not a partnership, association, corporation, organization, or other combination of persons organized under the laws of or having its principal place of business in a foreign country of concern, as defined in Section 692.201, Florida Statutes, or a subsidiary of such entity. (Source: § 288.007(2), Florida Statutes)
6. Entity is not a foreign principal, as defined in Section 692.201, Florida Statutes. (Source: § 692.202(5)(a)(1), Florida Statutes)
7. Entity is in compliance with all applicable requirements of Sections 692.202, 692.203, and 692.204, Florida Statutes.
8. *(Only applicable if purchasing real property)* Entity is not a foreign principal prohibited from purchasing the subject real property. Entity is either (a) not a person or entity described in Section 692.204(1)(a), Florida Statutes, or (b) authorized under Section 692.204(2), Florida Statutes, to purchase the subject property. Entity is in compliance with the requirements of Section 692.204, Florida Statutes. (Source: §§ 692.203(6)(a), 692.204(6)(a), Florida Statutes)
9. The undersigned is authorized to execute this affidavit on behalf of Entity.

Date: _____, 20____ Signed: _____

Entity: _____ Name: _____

Title: _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me, by means of physical presence or online notarization, this ____ day of _____, 20____, by _____, as for _____, who is personally known to me or who has produced _____ as identification.

Notary Public Signature: _____

State of Florida at Large (Seal)

Print Name: _____

My commission expires: _____

**SCHEDULE "I"
CITY OF SUNRISE**

AFFIDAVIT OF COMPLIANCE WITH HUMAN TRAFFICKING LAWS

In accordance with section 787.06 (14), Florida Statutes, the undersigned, on behalf of the entity listed below ("Entity"), hereby attests under penalty of perjury that:

1. The Affiant is an officer or representative of the Entity entering into an agreement with the City of Sunrise.

2. The Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes, entitled "Human Trafficking".

3. The Affiant is authorized to execute this Affidavit on behalf of the Entity.

4. I understand that I am swearing or affirming under oath to the truthfulness of the claims made in this affidavit and that the punishment for knowingly making a false statement includes fines and/or imprisonment.

5. Pursuant to Sec. 92.525(2), Fla. Stat., under penalties of perjury, I declare that I have read the foregoing affidavit of compliance with Human Trafficking Laws and that the facts stated in it are true.

Date: _____
Entity: _____
Signature: _____
Print Name: _____
Title: _____

STATE OF _____
COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this _____ day of _____, 20____, by _____, as _____ of _____.

(SEAL)

Signature of Notary Public – State of Florida

Print, type of stamp commissioned name of Notary Public

Personally Known OR Produced Identification
Type of Identification Produced _____

EXHIBIT "I"
SOUTHEAST FLORIDA GOVERNMENTAL PURCHASING
COOPERATIVE LOCATIONS

PARTICIPATING AGENCIES:

BROWARD COUNTY 115 S Andrews Avenue	Delivery Locations:	3300 N Park Road 3700 NW 11 Place 16001 W SR 84 900 N Flamingo Road 401 S Powerline Road
CITY OF BOCA RATON 201 W Palmetto Park Road	Delivery Locations:	21618 St. Andrews Boulevard 1300 NW 8 Street
CITY OF BOYNTON BEACH 100 E Ocean Avenue	Delivery Locations:	225 NW 12 th Avenue
CITY OF COOPER CITY 9090 SW 50 Place	Delivery Location:	11600 Stonebridge Parkway
CITY OF CORAL SPRINGS 9551 W. Sample Road	Delivery Locations:	12441 Royal Palm Boulevard 10100 NW 29 Street 1300 Coral Springs Drive
CITY OF DANIA BEACH 100 W Dania Beach Blvd	Delivery Locations:	2901 SW 52nd Street 100 NW 8th Avenue
TOWN OF DAVIE 6591 Orange Drive	Delivery Locations:	4200 SW 61 Avenue 3800 SW 92 Avenue
CITY OF DEERFIELD BEACH 401 SW 4 th Street	Delivery Location:	501 S.E. 6 th Avenue
CITY OF FORT LAUDERDALE 100 N Andrews Avenue	Delivery Locations:	501 Seabreeze Boulevard 1450 W. Sunrise Boulevard 2750 NW 19 th Street
CITY OF HIALEAH 501 Palm Avenue	Delivery Locations:	2250 West 60 Street 4800 Palm Avenue 7505 West 12 Avenue 430 East 7 Street 760 East 35 Street 880 West 29 Street
CITY OF LAUDERDALE LAKES 4300 NW 36th St	Delivery Location:	3077 NW 39 Street
CITY OF MARGATE 5790 Margate Boulevard	Delivery Location:	6200 Royal Palm Boulevard
CITY OF MIAMI GARDENS 18605 NW 27th Ave	Delivery Location:	15727 NW 22nd Avenue
VILLAGE OF MIAMI SHORES 10050 NE 2 nd Ave	Delivery Location:	10200 Biscayne Blvd

CITY OF MIRAMAR 2300 Civic Center Place	Delivery Location:	16801 Miramar Parkway 6920 SW 35 th Street
CITY OF NORTH LAUDERDALE 701 SW 71st Ave	Delivery Location:	701 SW 71st Avenue
CITY OF NORTH MIAMI BEACH 17011 NE 19th Ave	Delivery Location:	386 NE 169th Street 1980 NE 171 Street 15290 NE 15 Court
CITY OF PEMBROKE PINES 10100 Pines Boulevard	Delivery Locations:	10500 Taft Street 901 NW 208 Avenue 17801 SW 2 Street 901 NW 155 Avenue 17198 Sheridan Street 12350 Sheridan Street
CITY OF POMPANO BEACH 100 W Atlantic Boulevard	Delivery Locations:	1801 NE 6 Street 901 NW 10 Street
CITY OF SUNRISE 10770 W Oakland Park Boulevard	Delivery Locations:	1720 NW 60 Avenue 6767 NW 24 Street 9605 W Oakland Park Blvd. 10610 W Oakland Park Blvd.
CITY OF TAMARAC 7525 NW 88th Avenue	Delivery Locations:	9300 NW 58th St. 7508 NW 61st St.
VILLAGE OF WELLINGTON 12300 Forest Hill Blvd	Delivery Location:	3410 120 th Avenue South
CITY OF WEST PALM BEACH 401 Clematis Street	Delivery Location:	1501 N Australian Avenue 1045 Charlotte Avenue

EXHIBIT "II" ANNUAL ESTIMATED USAGE PER AGENCY

			Broward County	Boca Raton	Boynton Beach	Cooper City	Coral Springs	Dania Beach	Davie	Deerfield Beach	Ft. Lauderdale	Hialeah	Lauderdale Lakes	Margate	Miami Gardens	Miami Shores Village	Miramar	North Lauderdale	North Miami Beach	Pembroke Pines	Pompano Beach	Sunrise	Tamarac	Wellington	West Palm Beach
Item No.	Description	Package Size	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage
1.	Soda Ash	50 LB Bag				1 bag								15 bags					10 bags						
2.	Diatomaceous Earth	50 LB Bag				50 bags	30 bags													60 bags					
3.	Sodium Bicarbonate	50 LB Bag		8 bags		8 bags	150 bags	100 bags	100 bags	20 bags	744 bags	150 bags	10 bags	20 bags		4 bags		39 bags	30 bags	48 bags	24 bags	30 bags	273 bags	16 bags	150 bags
4.	Cyanuric Acid	100 LB Drum		2 drums				2 drums			36 drums								1 drum	12 drums		4 drums	2 drums		
5.	Cyanuric Acid	50 LB Drum												5 drums		4 drums		2 drums						1 drum	
6.	Muriatic Acid	55 gallon Drum					28 drums					10 drums												14 drums	
7.	Muriatic Acid	1 gallon container	160 gallons	200 gallons		60 gallons		1500 gallons	500 gallons	300 gallons	1272 gallons		130 gallons	500 gallons	288 gallons	400 gallons		400 gallons	200 gallons	360 gallons		500 gallons	2,020 gallons		1,600 gallons
8.	Calcium Chloride	50 LB Bag	50 bags	40 bags		16 bags	150 bags	250 bags	100 bags	50 bags	348 bags	100 bags			10 bags			45 bags	50 bags	60 bags		120 bags	76 bags		250 bags
9.	Sodium Hypochlorite –Batch (Liquid Chlorine)	Bulk/per gallon		20,000 gallons		10,500 gallons				800 gallons	23,400 gallons				17,000 gallons	240 gallons	20,000 gallons	5,980 gallons	25,000 gallons			15,000 gallons	1,320 gallons		12,000 gallons
10.	Sodium Hypochlorite –Continuous (Liquid Chlorine)	Bulk/per gallon	275,000 gallons				10,500 gallons	12,000 gallons				16,000 gallons								32,000 gallons					
11.	Chlorine-Dry Tablets (3")	50 LB Pail	5 pails			1 pail					6 pails									8 pails		20 pails			25 pails
12.	Sodium Tri-Chloride	50 LB Bag									20 bags											4 bags			
13.	Calcium Hypochlorite	100 LB Drum							10 drums		24 drums										4 drums		4 drums		2 drums
14.	Calcium Hypochlorite	25 LB Pail		30 pails				30 pails					20 pails	10 pails		20 pails						1 pail			1 pail

			Broward County	Boca Raton	Boynton Beach	Cooper City	Coral Springs	Dania Beach	Davie	Deerfield Beach	Ft. Lauderdale	Hialeah	Lauderdale Lakes	Margate	Miami Gardens	Miami Shores Village	Miramar	North Lauderdale	North Miami Beach	Pembroke Pines	Pompano Beach	Sunrise	Tamarac	Wellington	West Palm Beach
Item No.	Description	Package Size	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage	Annual Usage
15.	Chlorine Briquettes, Pulsar Brand	50 LB Pail	225 pails	150 pails				250 pails	10 pails	730 pails			130 pails	240 pails		300 pails			1 pail		784 pails	240 pails	300 pails	336 pails	40 pails
16.	Potassium Peroxymonosulfate	50 LB Pail												10 pails							110 pails				
17.	Course Rock Salt, Morton White Crystal Solar Salt, or equal	50 LB Bag							1000 bags					400 bags	300 bags					240 bags					
18.	Tile Cleaner	1 Qt container									72 containers												16 containers		
19.	All Clear Mustard Knock-out, or equal	2 LB container									50 containers														

7	POOLCORP	01/28/2026 13:48:50 Eastern	1848 Arnold Industrial Pl, Concord, CA, 94520-5319	\$173824.8100	0.0000	References Excel File Bid Sheet & Certification (Schedule A) Bid Submission Package with Schedules Addendum (if applicable) W-9 Form Sample Certificate of Insurance Copies of applicable licenses References Excel File Bid Sheet & Certification (Schedule A) Bid Submission Package with Schedules Addendum (if applicable) W-9 Form Sample Certificate of Insurance Copies of applicable licenses References Excel File Bid Sheet & Certification (Schedule A)	              
8	PROSTAR POOL SUPPLIES, INC	01/28/2026 10:09:44 Eastern	22193 cressmont place, Boca Raton, FL, 33428	\$283214.4700	0.0000	References Excel File Bid Sheet & Certification (Schedule A) Bid Submission Package with Schedules Addendum (if applicable) W-9 Form Sample Certificate of Insurance Copies of applicable licenses References Excel File Bid Sheet & Certification (Schedule A)	    



**Southeast Florida Governmental Purchasing
Cooperative Group**

CONTRACT AWARD

Please complete each of the applicable boxes and submit with bid documents, award notices and tabulations to coop@nigpsefl.org for placement on the NIGP SEFL website Cooperative contract page.

PAGE 1 OF 2

BID/RFP No. BID NO. 26-13-11-HR

Description/Title: SWIMMING POOL CHEMICALS

Initial Contract Term: Start Date: 3/26/26 End Date: 3/25/27

Renewal Terms of the Contract: TWO (2) (No. of Renewals) Renewal Options for ONE YEAR (Period of Time)

Renewal No. _____ Start Date: _____ End Date: _____

Renewal No. _____ Start Date: _____ End Date: _____

Renewal No. _____ Start Date: _____ End Date: _____

Renewal No. _____ Start Date: _____ End Date: _____

SECTION #1 VENDOR AWARD

Vendor Name: ALLIED UNIVERSAL CORP.

Vendor Address: 3901 NW 115TH AVE. MIAMI, FL 33178

Contact: NEWELL "DAVID" STOCKDALE

Phone: 786-347-7422 Fax: 937-401-2918

Cell/Pager: 786-347-7422 Email Address: NEWELLS@ALLIEDUNIVERSAL.COM

Website: WWW.ALLIEDUNIVERSAL.COM FEIN: 59-0776285

VENDOR AWARD

Vendor Name: BRENNTAG MID-SOUTH, LLC

Vendor Address: 250 CENTRAL FLORIDA PARKWAY ORLANDO, FL 32824

Contact: GREG SAMPLES

Phone: 800-876-1727 EXT 3224 Fax: _____

Cell/Pager: 689-325-1807 Email Address: GREG.SAMPLES@BRENNTAG.COM

Website: BRENNTAG MID-SOUTH, LLC FEIN: 61-0504545

VENDOR AWARD

Vendor Name: CHEMRITE, INC.
 Vendor Address: 5202 BELLE WOOD COURT, SUITE NO. 104 BUFORD, GA 30518
 Contact: KIMBERLY MILLER
 Phone: 770-271-5576 Fax: _____
 Cell/Pager: 615-459-4620 Email Address: KIMBERLY@CHEMRITE.COM
 Website: WWW.CHEMRITE.COM FEIN: 58-1825727

VENDOR AWARD

Vendor Name: COMMERCIAL ENERGY SPECIALISTS, LLC
 Vendor Address: 952 JUPITER PARK LANE, SUITE 1 JUPITER FL 33458
 Contact: REMY BAKER
 Phone: 561-354-2712 Fax: _____
 Cell/Pager: 561-746-5898 Email Address: RBAKER@CESWATERQUALITY.COM
 Website: WWW.CESWATERQUALITY.COM FEIN: 59-2550057

VENDOR AWARD

Vendor Name: FLORIDA POOL FILLS, INC.
 Vendor Address: 1025 GATEWAY BLVD. #303-336 BOYNTON BEACH FL 33426
 Contact: JOANNE CIONE
 Phone: 561-802-7600 Fax: _____
 Cell/Pager: 561-802-7600 Email Address: JOANNE@FLORIDAPOOLFILLS.COM
 Website: WWW.FLORIDAPOOLFILLS.COM FEIN: 85-2743207

VENDOR AWARD

Vendor Name: HAWKINS WATER TREATMENT GROUP, INC.
 Vendor Address: 2381 ROSEGATE ROSEVILLE, MN 55113
 Contact: WILL THOMPSON
 Phone: 305-731-7800 Fax: _____
 Cell/Pager: 305-731-7800 Email Address: WILL.THOMPSON@HAWKINSINC.COM
 Website: WWW.HAWKINSINC.COM FEIN: 41-0771293

VENDOR AWARD

Vendor Name: SCP DISTRIBUTORS LLC D/B/A LINCOLN AQUATICS
 Vendor Address: 109 NORTHPARK BLVD STE 400 COVINGTON, LA 70433
 Contact: GARY CIAK
 Phone: 727-288-6168 Fax: _____
 Cell/Pager: 727-288-6168 Email Address: GARY.CIAK@POOLCORP.COM
 Website: WWW.LINCOLNAQUATICS.COM FEIN: 36-3926337

SECTION #2

AWARD/BACKGROUND INFORMATION

Award Date: 2/24/26 Resolution/Agenda Item No.: 26-
Insurance Required: Yes No _____
Performance Bond Required: Yes _____ No

SECTION #3

LEAD AGENCY

Agency Name: CITY OF SUNRISE
Agency Address: 10770 W OAKLAND PARK BLVD SUNRISE FL 33351
Agency Contact: HOLLY RAPHAELSON Email HRAPHAELSON@SUNRISEFL.GOV
Telephone: 954-572-2202 Fax: _____

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact:

Contract Requirement:

Title

DISCUSSION REGARDING CITY OF CORAL SPRINGS RESOLUTION OPPOSING HOUSE JOINT RESOLUTION 203 IN THE 2026 FLORIDA LEGISLATIVE SESSION WHICH PROVIDES FOR A PHASED OUT ELIMINATION OF NON-SCHOOL AD VALOREM TAX REVENUE AND SIGNIFICANTLY ERODES LOCAL GOVERNMENT HOME RULE AUTHORITY (SPONSORED BY VICE MAYOR THOMAS)

Summary

This is a discussion regarding the City of Coral Springs Resolution opposing House Joint Resolution 203 in the 2026 Florida Legislative Session, which provides for a phased out elimination of Non-School Ad Valorem Tax Revenue and significantly erodes Local Government Home Rule Authority.
--

Staff Recommendation

Background:

Funding Source:

Fiscal Impact:

Sponsor Name/Department: Vice Mayor Sharon Thomas, Office of the Mayor and City Commission

Meeting Date: 2/23/2026

ATTACHMENTS:

Description	Type
☐ City of Coral Springs Resolution	Backup Material

RESOLUTION 2026-005

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CORAL SPRINGS, FLORIDA OPPOSING HOUSE JOINT RESOLUTION 203 IN THE 2026 FLORIDA LEGISLATIVE SESSION WHICH PROVIDES FOR A PHASED OUT ELIMINATION OF NON-SCHOOL AD VALOREM TAX REVENUE AND SIGNIFICANTLY ERODES LOCAL GOVERNMENT HOME RULE AUTHORITY; AUTHORIZING AND DIRECTING THE CITY CLERK TO TRANSMIT THIS RESOLUTION TO THE APPROPRIATE PARTIES; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in the current Florida Legislative session, many bills have been filed which seek to erode a municipality's ad valorem taxing power and eliminate or decrease ad valorem tax revenue, and further decrease Home Rule authority; and

WHEREAS, House Joint Resolution 203 has been filed by Representative Miller. This Joint Resolution provides for a phased out elimination of non-school ad valorem taxation by providing for an additional \$100,000 homestead exemption beginning in 2028 until non-school ad valorem taxation is fully eliminated in 2037; and

WHEREAS, the Joint Resolution also prohibits local governments from reducing first responder funding below the amount budgeted in local fiscal year 2025-2026 or 2026-2027, whichever was greater; and

WHEREAS, if the new phased out elimination of non-school ad valorem taxation is passed by the Legislature, it will be submitted for the voters for approval (ballot measure); and

WHEREAS, the City of Coral Springs currently receives 48.23% of its revenue from property taxation; and

WHEREAS, local governments heavily rely on property tax revenue in order to provide essential services, such as first responder police and fire services; and

WHEREAS, the combined percent of General Fund Public Safety Expenses in the City of Coral Springs equals 101.41% of the revenue from property taxation (\$93,680,944 expenses to \$92,375,673 of ad valorem); and

WHEREAS, if the ballot measure passes, the City of Coral Springs would lose approximately \$14,577,659 per year in property tax revenue; and,

WHEREAS, the ballot measure proposes to phase out property taxes over a 10-year period; however, the City of Coral Springs would experience a substantial phase-out by Year 3. Specifically, the measure would eliminate ad valorem taxes for the vast majority of homesteaded properties in Year 3, resulting in an estimated loss of approximately \$45 million in property tax revenue over the three year period alone; and

WHEREAS, the Joint Resolution does not provide for any alternative source(s) for municipal revenue to offset the loss in property taxes; and

WHEREAS, the ballot measure would have devastating effects on municipal budgets statewide, forcing cities to cut services and/or personnel and could ultimately bankrupt cities; and

WHEREAS, large scale reductions in property tax revenue would also require foregoing critical infrastructure maintenance and delaying funding for recurring capital projects, extending life of items well beyond useful life and could ultimately lead to cities not being able to maintain critical infrastructure or take on any capital projects, which would be extremely detrimental to safety and critical services; and

WHEREAS, this loss is only compounded by the Bill's prohibition on reducing first responder police and fire services, which forces cities to reduce services solely from other areas and from general employee personnel expenses, which is a further degradation of Home Rule authority; and

WHEREAS, the City Commission therefore believes it is in the best interest of the citizens of the community to strongly oppose House Joint Resolution 203 which would significantly decrease the City's ad valorem taxing revenue;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF CORAL SPRINGS, FLORIDA:

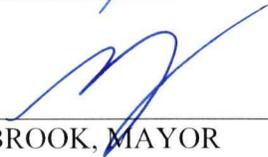
SECTION 1. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and are hereby made a part of this Resolution.

SECTION 2. The City Commission of the City of Coral Springs hereby strongly opposes House Joint Resolution 203 which would significantly decrease the City's ad valorem tax revenue and ultimately eliminate the City's ad valorem tax revenue and further limit the City's Home Rule authority.

SECTION 3. Authorizing and directing the City Clerk to forward this Resolution to the Florida Legislature, the Broward League of Cities, Governor Ron DeSantis, the media, and all interested persons.

SECTION 4. This Resolution shall become effective upon passage.

PASSED AND ADOPTED this 4 day of February, 2026.



 SCOTT BROOK, MAYOR



ATTEST


 GEORGIA ELLIOTT, CMC, CITY CLERK

Unanimous
 Motion /2nd

		Yes	No
—	MAYOR BROOK	—	—
—	VICE MAYOR METAYER BOWEN	—	<u>Absent</u>
—	COMMISSIONER CERRA	—	—
—	COMMISSIONER MCHUGH	—	—
✓	COMMISSIONER SIMMONS	—	—

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Yes

Contract Requirement:

Title

DISCUSSION REGARDING RENAMING A PORTION OF 39TH STREET, FROM NW 31ST AVENUE TO NW 29TH AVENUE AFTER BOYD ANDERSON HIGH SCHOOL PRINCIPAL, MR. JAMES GRIFFIN
--

Summary

This is a continued discussion regarding the renaming a portion of NW 39th Street from NW 31st Avenue to NW 29th Avenue in honor of Mr. James Griffin, Principal of Boyd Anderson High School.
--

Staff Recommendation

Background:

The Planning and Zoning Board, serving as the Ad Hoc Honorary Naming Rights Committee, was requested to review and consider a proposal to rename a portion of NW 39th Street from NW 31st Avenue to NW 29th Avenue in honor of Mr. James Griffin, Principal of Boyd Anderson High School. This action is being considered pursuant to City Code and the City Attorney's Memorandum outlining the procedures for naming city facilities or properties. The Board met during a noticed meeting on January 6, 2026 and unanimously recommended approval.

Funding Source:

The funding source will be the following account 315-1319-6310.

Fiscal Impact:

Estimated Cost is \$5000

Sponsor Name/Department: Tanja McCoy, AICP, CGC, CFM

Meeting Date: 2/23/2026

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Staff Report	Backup Material
<input type="checkbox"/> Exhibit A - Street renaming	Exhibit
<input type="checkbox"/> Business Impact Est	Backup Material
<input type="checkbox"/> James Griffin Resume	Cover Memo



Staff Report to the Road Renaming Discussion

November 04, 2025

Copies of the submitted application are available at the City of Lauderdale Lakes, Development Services Department located at 4300 Northwest 36th Street, Lauderdale Lakes, FL 33319

I. APPLICANT INFORMATION

City of Lauderdale Lakes, Development Services Department

II. PROJECT SUMMARY

REQUEST:

Honorary Street Renaming – Portion of NW 39th Street (NW 31st Avenue to NW 29th Avenue) in Honor of Mr. James Griffin, Principal of Boyd Anderson High School

The Planning and Zoning Board, serving as the Ad Hoc Honorary Naming Rights Committee, is requested to review and consider a proposal to rename a portion of NW 39th Street from NW 31st Avenue to NW 29th Avenue in honor of Mr. James Griffin, Principal of Boyd Anderson High School. This action is being considered pursuant to City Code and the City Attorney's Memorandum outlining the procedures for naming city facilities or properties.

STAFF RECOMMENDATION:

Staff recommends that the Planning and Zoning Board:

1. Conduct a duly advertised public hearing to solicit public input regarding the honorary renaming of the designated portion of NW 39th Street.
2. Review the proposal for compliance with City Code and procedural guidelines.
3. Adopt a motion to forward a recommendation to the City Commission either approving, approving with conditions, or denying the honorary renaming request.

Upon conclusion of the P&Z Board's action, staff will prepare the required report and present it to the City Commission for final approval and adoption.

III. BACKGROUND

PURPOSED CHANGES:

At the September 22, 2025 City Commission workshop meeting, Commissioner Harrison received consensus from the Commission to initiate the honorary renaming process for a portion of NW 39th Street to recognize Mr. James Griffin for his contributions to education and the Lauderdale Lakes community.

Pursuant to the City's established procedures for honorary naming of city property, the City Manager must designate an ad hoc committee to review the nomination. Existing boards may serve as the ad hoc committee; therefore, the Planning and Zoning Board has been designated for this purpose.

APPLICABLE PROCEDURES

According to the attached City Attorney's memorandum (dated August 26, 2025), the following steps are required in the naming process:

1. Ad Hoc Committee Designation:

The City Manager designates an ad hoc honorary naming rights committee—fulfilled by the Planning and Zoning Board in this case.

2. Public Meeting and Notice Requirements:

(a) The committee must hold at least one advertised public meeting in the vicinity of the property to receive public input on the nomination.

(b) A Notice of Intent to Consider Honorary Naming of City Property must be published in a newspaper of general circulation prior to the meeting.

(c) The notice must include:

- i. the location of the property or facility,
- ii. any historical significance, and
- iii. the date, time, and location of the meeting.

3. Committee Review and Recommendation:

(a) The committee must review the nomination to ensure compliance with procedures outlined in Section 2-493 of the City Code.

(b) The committee may approve, approve with conditions, or deny the nomination.

(c) Approval requires a majority plus one vote of the committee members.

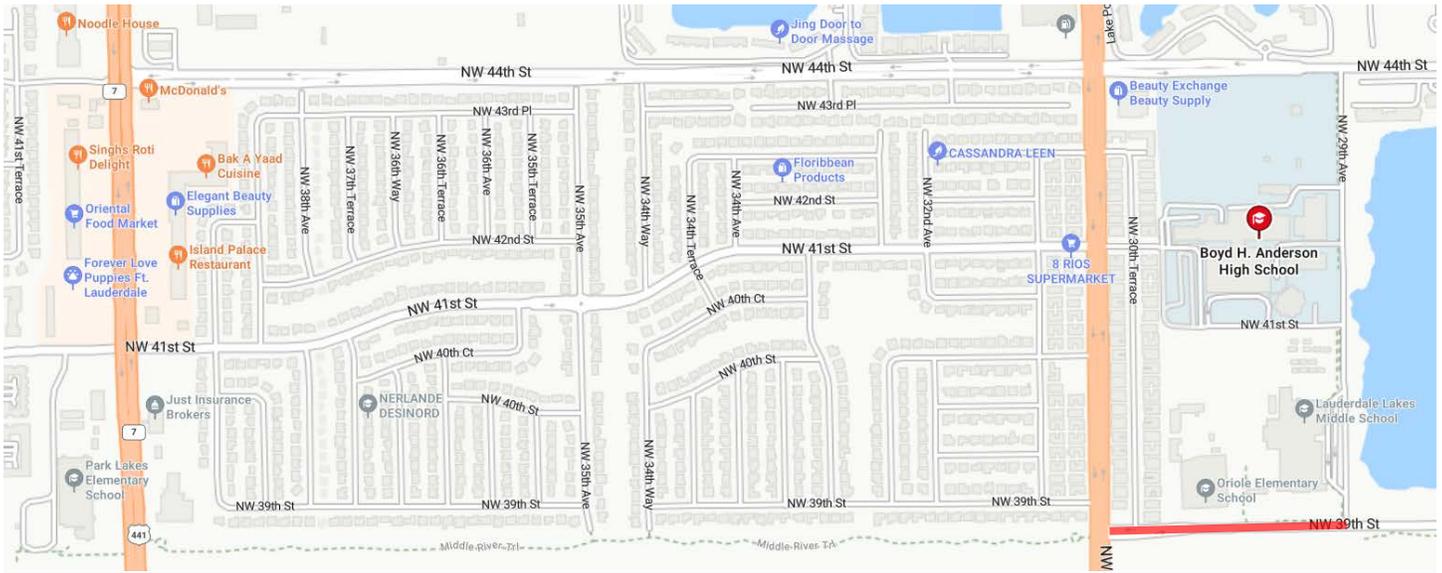
(d) The committee must complete its review within 90 days of establishment and transmit its recommendation to the City Commission for final consideration.

Discussion:

This honorary naming proposal serves to formally recognize Mr. Griffin’s positive influence on local youth, his leadership at Boyd Anderson High School, and his contributions to community-building initiatives within the City of Lauderdale Lakes. The section of NW 39th Street being considered directly adjoins the high school, enhancing the symbolic connection between the street naming and Mr. Griffin’s service.

The Planning and Zoning Board’s role at this stage is to conduct a public hearing, receive input, evaluate compliance with established criteria, and provide a formal recommendation to the City Commission.

ROAD SECTION MAP



ZONING MAP

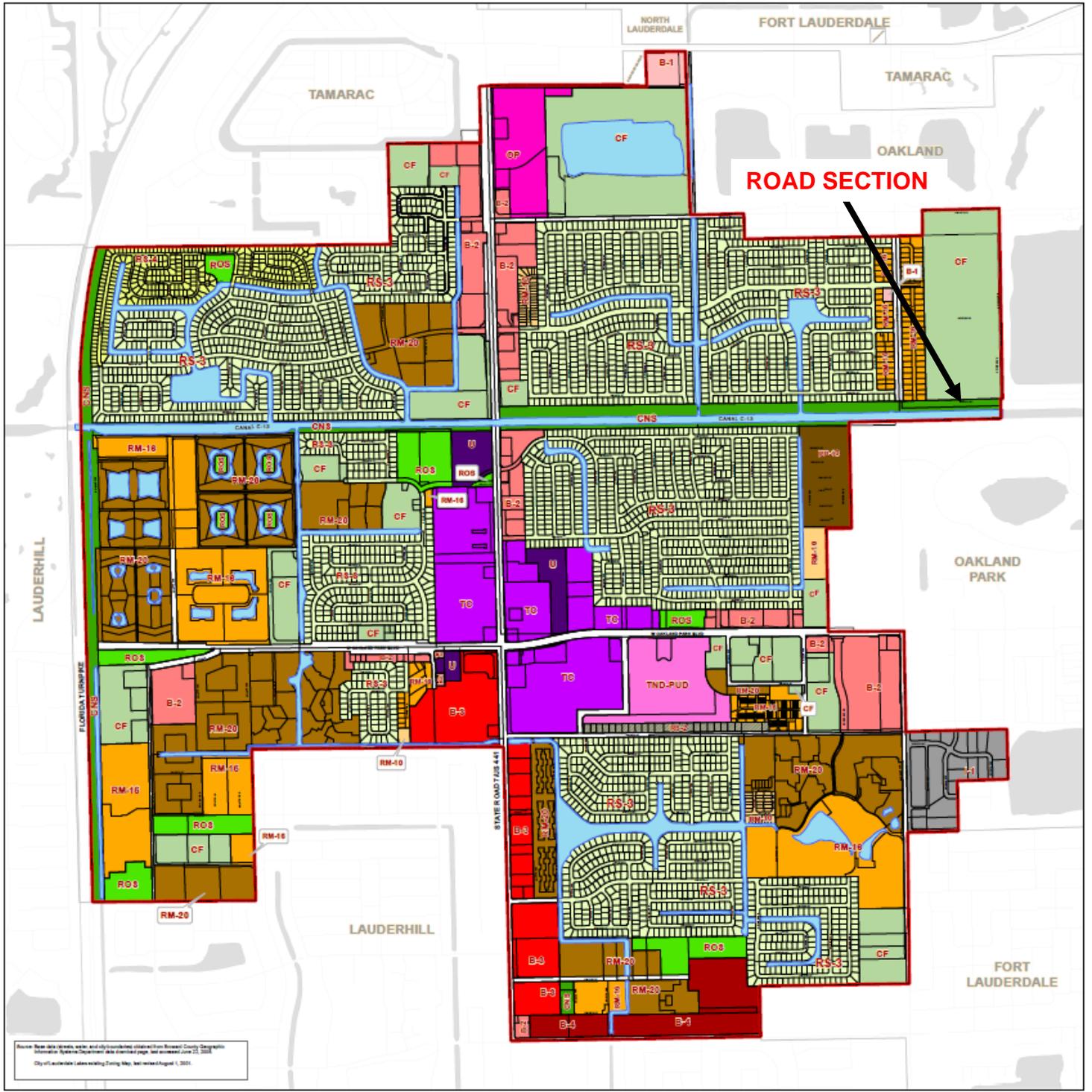


EXHIBIT “A”



MEMORANDUM

VIA ELECTRONIC MAIL

TO: Venice Howard, Acting City Manager
FROM: Sidney C. Calloway
DATE: August 26, 2025 Client Matter No.: 48327.0001
RE: Procedures for Naming City Facility

The following procedures are required for the naming of a city facility:

1. The naming of a city facility may be proposed by the mayor or any sitting city commissioner.
2. The City manager must establish an ad hoc honorary naming rights committee ("committee") and designate the chair.
3. Existing boards or committees shall be designated whenever possible
4. The committee chair shall convene meetings as necessary, but the committee must hold at least one advertised public meeting in the vicinity of the city property or facility to provide and allow for public input on the nomination.
5. The Notice of Intent to Consider Honorary Naming of City Property must be published in a newspaper of general circulation for the noticed public meeting posting.
6. The Notice shall indicate:
 - (a) the location of the property or facility,
 - (b) any historical significance of the property or facility, and
 - (c), inform the public of the time, date and place of the noticed public meeting.
7. The committee must review and make a recommendation on the nomination of a city facility for naming.

8. Before making a final recommendation, the committee must fully investigate the nomination, and must consider:
 - (a) whether it has complied with the required procedures (Sec. 2-493)
 - (b) any other factor the committee deems relevant to the nomination.
9. The final recommendation of the committee shall be either (a) approval, (b) approval with conditions, including the specific term, for the naming rights, or (c) denial of the nomination.
10. The committee's recommendation for approval or approval with conditions must be by a majority plus 1 vote of the total committee. For example, if 5 persons on the committee, then 3 plus 1, or 4 votes will be required to approve.
11. Within 90 days of its establishment the committee shall complete its review process and report its recommendation to the city commission.
12. The committee will disband after city commission takes action to accept or reject the recommendation of the committee.
13. The city commission must consider the committee's recommendation

scc



Business Impact Estimate

This form should be included in the City Commission Meeting Agenda for ordinances, and must be posted on the City of Lauderdale Lakes ("City") website no later than the date the notice of the proposed ordinance is published.

Ordinance title/reference number:

ORDINANCE 2025-012

AN ORDINANCE OF THE CITY OF LAUDERDALE LAKES, BROWARD COUNTY, FLORIDA; APPROVING AND AUTHORIZING THE RENAMING OF THAT CERTAIN PORTION OF AN EXISTING CITY FACILITY OTHERWISE KNOWN AS 39TH STREET, FROM NW 31ST AVENUE TO NW 29TH AVENUE, WHICH LIES WITH THE CORPORATE JURISDICTION OF THE CITY OF LAUDERDALE LAKES, AS "JOHN GRIFFIN STREET" IN HONOR OF JOHN GRIFFIN, PRINCIPAL OF BOYD ANDERSON HIGH SCHOOL; FURTHER AUTHORIZING AND INSTRUCTING THE ACTING CITY MANAGER TAKE SUCH OTHER ACTIONS AS REQUIRED AND NECESSARY, INCLUDING WITHOUT LIMIT, MAKING APPLICATION(S) FOR APPROVAL BY BROWARD COUNTY AND OTHER APPLICABLE JURISDICTIONS TO EFFECTUATE THE RENAMING; A COPY OF THE JANUARY 6, 2026 PLANNING AND ZONING BOARD RECOMMENDATION FOR APPROVAL OF THE NOMINATION TO RENAME THAT CERTAIN PORTION OF 39TH STREET, 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.

If any of the following exceptions¹ to the Business Impact Estimate requirement apply, check the applicable box and leave the remainder of the form blank.

- The ordinance is required for compliance with federal or state law or regulation;
- The ordinance relates to the issuance or refinancing of debt;
- The ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- The ordinance is required to implement a contract or an agreement, including, but not limited to, any federal, state, local, or private grant, or other financial assistance accepted by a municipal government;
- The ordinance is an emergency ordinance;
- The ordinance relates to procurement; or
- The ordinance is enacted to implement the following:

¹ A business impact estimate is not required for ordinances listed as an exception.

- a. Development orders, and development permits, as those are defined in s. 163.3164, and development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;
- b. Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality;
- c. Sections 190.005 and 190.046, regarding community development districts;
- d. Section 553.73, relating to the Florida Building Code; or
- e. Section 633.202, relating to the Florida Fire Prevention Code.

1. A summary of the proposed ordinance, including a statement of the public purpose to be served by the proposed ordinance, such as serving the public health, safety, morals, and welfare of the City.

At the September 22, 2025 City Commission workshop meeting, Commissioner Harrison received consensus from the Commission to initiate the honorary renaming process for a portion of NW 39th Street to recognize Mr. James Griffin for his contributions to education and the Lauderdale Lakes community.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, including:

This ordinance is not expected to impact any business activity. The Public Works and Engineering Departments have determined that no addresses will need to be changed as a result of this name change.

- a. An estimate of direct compliance costs that businesses may reasonably incur if the ordinance is enacted; *None*
- b. Identification of any new charge or fee on businesses subject to the proposed ordinance, or for which businesses will be financially responsible; *None*
- c. An estimate of the City regulatory costs, including an estimate of revenues from any new charges or fees that will be imposed on businesses to cover such cost. *None*

3. A good faith estimate of the number of businesses likely to be impacted by the ordinance. *None*

4. Any additional information the City determines may be useful. *None*

Date BIE is Posted:

Summary of Justification for Honorary Renaming of NW 39th Street in Recognition of

James F. Griffin II

The proposed honorary renaming of a portion of NW 39th Street, between NW 31st Avenue and NW 29th Avenue, is intended to recognize James F. Griffin II for his exceptional leadership, sustained public service, and transformative contributions to education and community development in the City of Lauderdale Lakes. This roadway segment directly adjoins Boyd H. Anderson High School, where Mr. Griffin serves as Principal, reinforcing the direct connection between his professional service and the surrounding community. The honorary designation aligns with the City's established procedures for recognizing individuals whose service has produced measurable and lasting benefits to the public.

Mr. Griffin's leadership has resulted in significant academic and institutional improvements at both Lauderdale Lakes Middle School and Boyd H. Anderson High School. During his tenure at Lauderdale Lakes Middle School, math proficiency increased from 28 percent to 43 percent, and acceleration rates rose to 91 percent, the highest in Broward County. He established advanced academic pathways, collegiate bridge programs, and specialized learning environments, providing students access to college-level coursework and career-focused education at an early stage. At Boyd H. Anderson High School, Mr. Griffin led one of the most notable academic turnarounds in Broward County, achieving the school's first-ever "B" grade, with projected improvement to an "A," and increasing proficiency across all core subject areas while expanding enrollment by 34 percent.

Beyond academic achievement, Mr. Griffin has played a critical role in workforce development and economic mobility by implementing career certification programs, internship opportunities, and college dual enrollment initiatives. These efforts have strengthened the pipeline between education and employment, particularly for underserved populations within Lauderdale Lakes. His leadership has prepared students for high-demand careers, increased post-secondary attainment, and contributed to long-term economic stability for residents. His accomplishments have been recognized through numerous state, national, and international honors, including Florida Principal of the Year, United Nations Educator of the Year, and membership in Leadership Florida.

Mr. Griffin's sustained impact on student achievement, community engagement, and economic opportunity reflects a legacy of service that extends beyond the classroom and into the broader Lauderdale Lakes community. Naming a portion of NW 39th Street in his honor provides formal recognition of his contributions and establishes a lasting symbol of the City's commitment to educational excellence, leadership, and community advancement.

Below is professionally prepared supporting material suitable for inclusion in a Commission agenda packet, resolution, or honorary naming justification memorandum. It is based on the attached background materials and staff report.

Detailed Supporting Justification for Honorary Renaming of NW 39th Street in Recognition of James F. Griffin II

Overview and Purpose

The proposed honorary renaming of a portion of NW 39th Street, between NW 31st Avenue and NW 29th Avenue, is intended to formally recognize James F. Griffin II for his extraordinary leadership, service, and lasting contributions to education, workforce development, and the broader Lauderdale Lakes community. The roadway segment under consideration directly adjoins Boyd H. Anderson High School, where Mr. Griffin currently serves as Principal, further reinforcing the symbolic and geographic nexus between his service and the community he has helped transform.

Mr. Griffin's career has been defined by measurable academic improvements, innovative program development, and a sustained commitment to advancing opportunities for underserved students. His leadership has not only elevated academic performance at individual institutions but has also strengthened the City's workforce pipeline and contributed to long-term economic mobility within the community.

Major Educational and Institutional Achievements

Transformational Leadership at Lauderdale Lakes Middle School

As Principal of Lauderdale Lakes Middle School, Mr. Griffin led a comprehensive academic transformation at a Title I school serving a predominantly low-income student population. Under his leadership:

- Math proficiency increased from 28 percent to 43 percent over four years.
- Student acceleration scores rose from 64 percent to 91 percent, the highest among middle schools in Broward County.
- Students gained access to advanced coursework, including Algebra II, Pre-Calculus, Biology, Chemistry, and Spanish III while still in middle school.
- The school established one of the largest Florida Virtual School middle school enrollments in the state.
- A collegiate bridge program was created with Florida Atlantic University, allowing students to pursue pathways leading to college credits and accelerated degree attainment.

Mr. Griffin also introduced state-of-the-art instructional environments, including robotics laboratories, marine biology facilities, aerospace classrooms, and pre-law learning

environments, positioning the school as a national model for innovation and academic rigor.

Transformational Leadership at Boyd H. Anderson High School

Since his appointment as Principal in 2019, Mr. Griffin has led one of the most significant academic turnarounds in Broward County. His accomplishments include:

- Achieving the school's first "B" grade in its history, with projections for an "A" rating.
- Increasing English Language Arts proficiency by 18 percent and math proficiency by 28 percent.
- Increasing science proficiency by 48 percent and social studies proficiency by 50 percent.
- Expanding enrollment by 34 percent, making the school the largest high school in Broward and Miami-Dade Counties with a majority economically disadvantaged population.
- Establishing one of the district's top dual enrollment programs and ensuring 100 percent Broward College enrollment for graduating seniors.

Mr. Griffin also expanded career and technical education programs, including aerospace training, healthcare labs, digital media certifications, and workforce readiness initiatives aligned with state economic priorities.

Workforce Development and Economic Impact

Mr. Griffin's leadership extends beyond academic achievement to workforce preparation and economic development. His initiatives have included:

- Launching pre-apprenticeship and internship programs connecting students to careers in healthcare, government, and technology.
- Implementing programs that provide industry-recognized certifications in coding, digital media, public safety, and business applications.
- Integrating financial literacy, career readiness, and professional development skills into student curricula.
- Supporting statewide workforce development initiatives consistent with Florida's Blueprint for Talent Development and Economic Growth.

These programs directly support Lauderdale Lakes' long-term economic vitality by preparing residents for high-wage, in-detailed career pathways.

Recognition and Professional Honors

Mr. Griffin's work has been recognized at the local, state, national, and international levels. His honors include:

- Florida Principal of the Year
- Broward County Principal of the Year
- United Nations Educator of the Year
- Legacy Magazine's 50 Most Powerful and Influential Leaders
- Leadership Florida Member
- National nominee for Principal of the Year
- Advisor to the Florida Department of Education on leadership and school improvement initiatives

These recognitions demonstrate that his impact extends beyond Lauderdale Lakes and contributes to educational advancement statewide and nationally.

Community Impact and Legacy

Mr. Griffin's leadership has strengthened community engagement and enhanced Lauderdale Lakes' reputation as a center of educational innovation. His initiatives have provided students with expanded academic opportunities, increased college access, and exposure to career pathways that support upward mobility. His work has positively influenced thousands of students and families within the City of Lauderdale Lakes and surrounding communities.

Naming a roadway in his honor recognizes not only his individual achievements but also the broader values of educational excellence, public service, and community advancement that he represents. It serves as a permanent symbol of the City's commitment to honoring leaders whose work has produced lasting, measurable benefits for its residents.

Conclusion and Recommendation

James F. Griffin II has demonstrated sustained and transformative leadership in education, workforce development, and community advancement. His accomplishments have elevated academic institutions, strengthened economic opportunities, and enhanced the quality of life for Lauderdale Lakes residents.

The honorary renaming of a portion of NW 39th Street is appropriate, justified, and consistent with the City's policies for recognizing individuals whose service has produced significant and enduring public benefit. This recognition will serve as a lasting tribute to Mr. Griffin's legacy and his contributions to the City of Lauderdale Lakes.

CITY OF LAUDERDALE LAKES

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Fiscal Impact: No

Contract Requirement: No

Title

DISCUSSION REGARDING AUTHORIZING THE USE OF THE CITY LOGO ON PROMOTIONAL MATERIALS FOR THE BROWARD COUNTY 2026 SMALL BUSINESS MICRO-GRANT PROGRAM TO BE ADMINISTERED THROUGH THE OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT (OESBD)

Summary

The purpose of this discussion is to request approval for the use of the City Logo on promotional materials for the Broward County 2026 Small Business Micro-Grant Program workshop to be held on April 1, 2026, at the Lauderdale Lakes Willie Webb Sr Park.

Staff Recommendation

Background:

The Office of Economic and Small Business Development (OESBD) administers the Small Business Micro-Grant Pilot Program to provide working capital to small businesses located within Broward County. The program is designed to support the smallest local businesses that need financial assistance.

OESBD is requesting the City’s collaboration in hosting a workshop on April 1, 2026, from 3:00 p.m. – 4:40 p.m. at one of our facilities to explain the application process and eligibility requirements to businesses interested in applying for the grant. The application process is conducted online, and OESBD anticipates opening the portal to accept applications in May 2026.

Funding Source:

Fiscal Impact:

Sponsor Name/Department: Vielka Buchanan, Economic Development Manager / Community Redevelopment Agency

Meeting Date: 2/23/2026

CITY OF LAUDERDALE LAKES

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Fiscal Impact:

Contract Requirement:

Title

UPDATE ON THE EXECUTIVE FIRM SEARCH FOR THE HIRING OF THE NEW CITY MANAGER

Summary

This is the current timeline on the process of the hiring of a new City Manager.

Staff Recommendation

Background:

Funding Source:

Fiscal Impact:

Sponsor Name/Department: Tara Williams, Director of HRRM

Meeting Date: 2/23/2026

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Executive Search Firm (Re-Bid) Timeline	Backup Material

RFP: 25-3110-22R Executive Search Firm for City Manager Recruitment (Re-Bid) Timeline

<u>Task</u>	<u>Date</u>	<u>Complete</u>
Bid Publish Date	9/10/2025	Complete
1st Legal advertisement	9/14/2025	Complete
2nd Legal advertisement	9/17/2025	Complete
Addendum 1 Posted	9/17/2025	Complete
Last day for questions from proposers	9/19/2025	Complete
Addendum 2 Posted	9/25/2025	Complete
Bid Close Date	9/26/2025	Complete
Purchasing Division conducts reference checks	9/26/2025	Complete
Post Preliminary Bid Tabulation	9/26/2025	Complete
Assemble Evaluation Committee/hand out documents	10/3/2025	Complete
Evaluation Meeting notice sent out to vendors via DemandStar	10/6/2025	Complete
Evaluation Committee Meeting/Presentation	10/15/2025	Complete
Rating worksheet received from Celestine Dunmore	10/15/2025	Complete
Rating worksheet received from Tara Wiliams	10/16/2025	Complete
Rating worksheet received from Heidi Brocks	10/17/2025	Complete
Evaluation Committee Summary Report completed	10/17/2025	Complete
Notice of Intent to Award Posted to DemandStar	10/20/2025	Complete
Evaluation Committee Summary Posted to DemandStar	10/20/2025	Complete
Presentation at City Commission Workshop (Short listed firms)	10/27/2025	Complete
Resolution request sent to City Attorney	11/10/2025	Complete
Final Resolution received	11/11/2025	Complete
Notice of Intent to Award sent to MGT Impact Solutions (Michele Morawski)	11/21/2025	Complete
Draft Contract sent to MGT Impact Solutions	11/22/2025	Complete
Resolution Fully Executed	11/26/2025	Complete
Contract Fully Executed	1/13/2026	Complete
Notice to proceed letter was sent to MGT Impact Solutions	1/21/2026	Complete
Signed Notice to proceed letter was received from MGT Impact Solutions	1/26/2026	Complete
"Kick Off" meeting with Lead Recruiter and HRRM was conducted	2/3/2026	Complete
HRRM provided copy of Previous City Managers Contract, Pictures of the City for hiring brochure & proposed interview date with the Commission to Lead Recruiter	2/9/2026	Complete
HRRM worked with Legislative Officer to schedule interview times with the Commission & Lead Recruiter	2/9/2026	Complete
Interviews with the Commission and Lead Recruiter scheduled	2/24/2026	Pending

CITY OF LAUDERDALE LAKES

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Fiscal Impact:

Contract Requirement:

Title

PETITIONS FROM THE PUBLIC

Summary

Victoria Platt - pothole concerns on condo property

Staff Recommendation

Background:

Funding Source:

Fiscal Impact:

Sponsor Name/Department:

Meeting Date: 2/23/2026

CITY OF LAUDERDALE LAKES

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Fiscal Impact:

Contract Requirement:

Title

FUTURE MEETINGS

Summary

The next scheduled City Commission Workshop will take place March 9, 2026 at 5 p.m.

The next scheduled City Commission Meeting will take place on March 10, 2026 at 7 p.m.

Staff Recommendation

Background:

Funding Source:

Fiscal Impact:

Sponsor Name/Department:

Meeting Date: 2/23/2026