



CITY OF TAMARAC STAFF AGENDA REVIEW WORKSHOP

**Conference Room 105
7525 NW 88th Ave
Tamarac, FL 33321
Monday, September 22, 2025
10:00 AM**

1. City Manager's Opening Remarks:

2. City Manager Report:

- 2.a Presentation of a charitable donation to Dare to Care
*Requested by Commissioner Krystal Patterson***
- 2.b National Cyber Security Awareness Month Proclamation
*Requested by Chief Information Officer James Twigger***
- 2.c Human Resources Professional Day Proclamation
*Requested by the Human Resources Director Danielle Durgan***
- 2.d Hispanic Heritage Month Proclamation
*Requested by Mayor Michelle J. Gomez***

3. Public Participation:

4. Commission Reports:

5. Consent Agenda:

- 5.a Approval of the August 27, 2025, Commission Meeting Minutes**
- 5.b Approval of the August 27, 2025, City Commission Budget Workshop Minutes**
- 5.c Approval of the September 8, 2025, Commission Workshop Minutes**
- 5.d TR14321 - A Resolution of the City Commission of the City of Tamarac, Florida, to approve a Liability Waiver Agreement renewal with the Broward Sheriff's**

Office (BSO) to purchase Emergency Medical and Firefighting Equipment and Supplies from Broward County Sheriff's Office Fire Rescue Regional Logistics Unit in an amount of \$160,000 for FY26 and \$170,000 for FY27 for a total amount not to exceed \$330,000 for a two-year period; and to authorize the City Manager to extend the total dollar amount by an additional \$50,000 annually based upon exigent circumstances; authorizing the appropriate City Officials to execute a Liability Waiver Agreement for the purchases; providing for conflicts; providing for severability; and providing for an effective date.

5.e TR14322 - A Resolution of the City Commission of the City of Tamarac, Florida, approving payment in the amount of \$6,580.68 to SHI International Corp (SHI) for additional Microsoft licensing/subscriptions "true up" costs; ratifying past expenditures with SHI in the amount of \$74,742.02 for FY2025 Nunc Pro Tunc; authorizing expenditures from the appropriate accounts; providing for conflicts; providing for scrivener errors; providing for severability; and providing for an effective date.

5.f TR14324 - A Resolution of the City Commission of the City of Tamarac, Florida, authorizing the City Manager to apply to the Florida Department of Transportation (FDOT) for a beautification grant in the amount of one hundred thousand dollars (\$100,000) for landscaping improvements along State Road 870 (Commercial Boulevard) from Rock Island Road to State Road 7; providing for at least a 1:1 local match, not to exceed the budgeted project cost; and, if awarded, authorizing the City Manager or designee to accept the award and execute the beautification grant agreement and any other necessary documents associated with the FDOT grant, following legal review; providing for conflicts; providing for severability; and providing for an effective date.

6. Regular Agenda:

7. Ordinance(s) First Reading:

8. Ordinance(s) Second Reading:

8.a TO2602 - An Ordinance of the City Commission of the City of Tamarac, Florida amending Chapter 14, "Motor Vehicles and Traffic", Article ii, "Stopping, Standing and Parking", Section 14-26, "Parking Restrictions—Public Rights-Of-Way", to provide for a community driven mechanism to manage parking restrictions and enforcement in public rights-of-way citywide; and amending Section 14-37 entitled "Parking Violation Enforcement" to provide for a public education period prior to administration and enforcement of the ordinance and the on-street parking policy ; providing for conflicts; providing for severability; providing for codification; and providing for an effective date.

9. Public Hearing:

10. Quasi-Judicial Hearing:

10.a TR14310 - A Resolution of the City Commission of the City of Tamarac, Florida, granting site plan approval (major) with conditions to allow for the

development of the subject property, known as Woodmont Pod D, to permit the construction of eight (8) two (2) story townhouse buildings containing a total of fifty (50) dwelling units located on the southeast corner of N Pine Island Road and Southgate Boulevard (Case No. 6-SP-22); providing for conflicts; providing for severability; and providing for an effective date.

11. Other:

12. Adjournment:

Staff may consider and act upon such other business on the agenda. In the event this agenda must be revised, such revised copies will be available to the public at the Staff Agenda Review Workshop.

The City of Tamarac complies with the provisions of the Americans with Disabilities Act. If you are a disabled person, requiring any accommodations or assistance, please notify the City Clerk's Office at 954-597-3505 of the need at least 48 hours (2 days) in advance. Additionally, if you are hearing or speech impaired and need assistance, you may contact the Florida Relay Service by dialing 7-1-1.

STAFF AGENDA REVIEW WORKSHOP AGENDA ITEM REPORT

DATE: September 22, 2025

SUBMITTED BY: Kimberly Dillon

ITEM TYPE: Presentation

AGENDA SECTION: **City Manager Report:**

TITLE: Presentation of a charitable donation to Dare to Care
Requested by Commissioner Krystal Patterson

ATTACHMENTS:

STAFF AGENDA REVIEW WORKSHOP AGENDA ITEM REPORT

DATE: September 22, 2025

SUBMITTED BY: Kimberly Dillon

ITEM TYPE: Proclamation

AGENDA SECTION: **City Manager Report:**

TITLE: National Cyber Security Awareness Month Proclamation
Requested by Chief Information Officer James Twigger

ATTACHMENTS:

STAFF AGENDA REVIEW WORKSHOP AGENDA ITEM REPORT

DATE: September 22, 2025

SUBMITTED BY: Kimberly Dillon

ITEM TYPE: Proclamation

AGENDA SECTION: **City Manager Report:**

TITLE: Human Resources Professional Day Proclamation
Requested by the Human Resources Director Danielle Durgan

ATTACHMENTS:

STAFF AGENDA REVIEW WORKSHOP AGENDA ITEM REPORT

DATE: September 22, 2025

SUBMITTED BY: Kimberly Dillon

ITEM TYPE: Proclamation

AGENDA SECTION: **City Manager Report:**

TITLE: Hispanic Heritage Month Proclamation
Requested by Mayor Michelle J. Gomez

ATTACHMENTS:

STAFF AGENDA REVIEW WORKSHOP AGENDA ITEM REPORT

DATE: September 22, 2025

SUBMITTED BY: Kimberly Dillon

ITEM TYPE: Minutes

AGENDA SECTION: **Consent Agenda:**

TITLE: Approval of the August 27, 2025, Commission Meeting Minutes

ATTACHMENTS:

STAFF AGENDA REVIEW WORKSHOP AGENDA ITEM REPORT

DATE: September 22, 2025

SUBMITTED BY: Kimberly Dillon

ITEM TYPE: Minutes

AGENDA SECTION: **Consent Agenda:**

TITLE: Approval of the August 27, 2025, City Commission Budget Workshop Minutes

ATTACHMENTS:

STAFF AGENDA REVIEW WORKSHOP AGENDA ITEM REPORT

DATE: September 22, 2025

SUBMITTED BY: Kimberly Dillon

ITEM TYPE: Minutes

AGENDA SECTION: **Consent Agenda:**

TITLE: Approval of the September 8, 2025, Commission Workshop Minutes

ATTACHMENTS:

STAFF AGENDA REVIEW WORKSHOP AGENDA ITEM REPORT

DATE: September 22, 2025

SUBMITTED BY: Kimberly Dillon

ITEM TYPE: Resolution

TEMP. RESOLUTION NUMBER: 14321

AGENDA SECTION: **Consent Agenda:**

TITLE: TR14321 - A Resolution of the City Commission of the City of Tamarac, Florida, to approve a Liability Waiver Agreement renewal with the Broward Sheriff's Office (BSO) to purchase Emergency Medical and Firefighting Equipment and Supplies from Broward County Sheriff's Office Fire Rescue Regional Logistics Unit in an amount of \$160,000 for FY26 and \$170,000 for FY27 for a total amount not to exceed \$330,000 for a two-year period; and to authorize the City Manager to extend the total dollar amount by an additional \$50,000 annually based upon exigent circumstances; authorizing the appropriate City Officials to execute a Liability Waiver Agreement for the purchases; providing for conflicts; providing for severability; and providing for an effective date.

RECOMMENDATION: To place TR#14321 on the Agenda for the September 24, 2025 Commission meeting to request approval of a Liability Waiver Agreement with the Broward Sheriff's Office (BSO) Department of Fire Rescue and Emergency Services to purchase fire and emergency medical and firefighting equipment and supplies in an amount not to exceed \$160,000 dollars for FY26 and \$170,000 dollars for FY27 for a total amount not to exceed \$330,000 dollars for the two-year period and authorize the City Manager to extend the total dollar amount by an additional \$50,000 thousand dollars annually based upon exigent circumstances.

BACKGROUND: BSO has developed and implemented a program to allow Fire-Rescue departments within Broward County to make purchases directly from the BSO Fire Rescue Regional Logistics Unit in order to promote standardization of

supplies across the County, and to take advantage of deeper discounting through increased volume purchases. A considerable savings can be realized because of the volume purchased by the BSO's Fire Rescue Regional Logistics Unit.

TFR has been purchasing medical and firefighting equipment from BSO's Fire Rescue Regional Logistics Unit for decades; the current Liability Waiver Agreement with the Broward Sheriff's Office (BSO) Department of Fire Rescue and Emergency Services was approved via Resolution R-2023-098 in September 2023 (R-2023-098 is available in the City Clerk Department, records custodian)

BSO's Fire Rescue Regional Logistics Unit stocks emergency medical and firefighting equipment, supplies, and uniforms for most fire rescue departments in Broward County. The City of Tamarac purchases fire and emergency medical supplies including first aid supplies, chemical supplies, janitorial supplies, protective gear, and uniforms from BSO's Fire Rescue Regional Logistics Unit and has maintained a purchasing arrangement for several years. All purchases meet or exceed Broward County guidelines for purchasing, through bids and contracts.

Supplies currently stored in the BSO's Fire Rescue Regional Logistics Unit are obtainable the same or next day, allowing purchases in various quantities and saving the City the cost of storage space.

Tamarac Fire Rescue Department is requesting authorization to execute a Liability Waiver Agreement renewal with the Broward Sheriff's Office for the purchase of emergency medical and firefighting equipment and supplies from their Fire Rescue Regional Logistics Unit attached hereto as Exhibit 1 in the amount of one hundred and sixty thousand (\$160,000) dollars for FY26 and one hundred and seventy thousand (\$170,000) dollars for FY27 for a total amount not to exceed three hundred and thirty thousand (\$330,000) dollars for the two-year period and authorize the City Manager to extend the total dollar amount by an additional fifty thousand (\$50,000) dollars annually based upon exigent circumstances.

ISSUE:

Renew BSO Liability Waiver Agreement expiring on September 30, 2025, to procure emergency medical, firefighting equipment, chemical/janitorial supplies, protective gear and uniforms from Broward Sheriff's Office Fire Rescue Regional Logistics Unit.

STRATEGIC GOALS:

Goal #3: Tamarac is Economically Resilient

ATTACHMENTS:

STAFF AGENDA REVIEW WORKSHOP AGENDA ITEM REPORT

DATE: September 22, 2025

SUBMITTED BY: Kimberly Dillon

ITEM TYPE: Resolution

TEMP. RESOLUTION NUMBER: TR14322

AGENDA SECTION: **Consent Agenda:**

TITLE: TR14322 - A Resolution of the City Commission of the City of Tamarac, Florida, approving payment in the amount of \$6,580.68 to SHI International Corp (SHI) for additional Microsoft licensing/subscriptions “true up” costs; ratifying past expenditures with SHI in the amount of \$74,742.02 for FY2025 Nunc Pro Tunc; authorizing expenditures from the appropriate accounts; providing for conflicts; providing for scrivener errors; providing for severability; and providing for an effective date.

RECOMMENDATION: The Chief Information Officer recommends that the City Commission approve payment in the amount of \$6,580.68 to SHI International Corp (SHI) for additional Microsoft Licensing/Subscriptions “true up” costs and ratify past expenditures with SHI in the amount of \$74,742.02 for FY2025 Nunc Pro Tunc at its September 24, 2025, City Commission meeting.

BACKGROUND: A Microsoft Enterprise Agreement (EA) provides licensing and software assurance for Microsoft software and subscriptions. Microsoft’s Software Assurance (SA) program enables the continuity of the City’s access to all licensed Microsoft products at the cost of annual maintenance fees – providing substantial cost savings, without the need to continually re-purchase the licensing. An EA is a three (3) year contract, which requires renewal at the end of each three (3) year terms to continue utilizing Microsoft software, including Microsoft Office 365, and to continue updating to the latest Microsoft technology.

On October 13, 2010, the City of Tamarac City Commission approved Resolution R-2011-127, authorizing the initial purchase of a Microsoft Enterprise Licensing Agreement. Per the Enterprise licensing model, the City purchased

software licenses along with Software Assurance (maintenance contract).

On May 22, 2013, the City of Tamarac entered into an Inter-Local Agreement (ILA) (Resolution R-2013-45) with the Town of Southwest Ranches, to provide IT-related services, including Microsoft licensing through the City's Microsoft Enterprise Agreement. Licensing and subscriptions for the Town of Southwest Ranches were thereafter added into the City's Microsoft Enterprise Agreement, with the Town of Southwest Ranches paying the City of Tamarac annually for their portion of costs.

The City has since renewed its Microsoft Enterprise Agreement every three (3) years, with the current contract term expiring on October 31, 2025. The current Microsoft Enterprise Agreement was last renewed by the City on October 26, 2022, for a three (3) year term starting on November 1, 2022, expiring on October 31, 2025, at a total cost of \$652,101.36, with annual required payments of \$217,367.12.

Pricing for the Microsoft Enterprise Licensing Agreement is based on the State of Florida Contract Number 43230000-NASPO-16-ACS, effective August 1, 2017, through September 30, 2026, which is a competitively bid contract available for the use and benefit of governmental entities complying with state procurement laws and regulations. SHI International Corp. (SHI) is the contractor on record and is the provider of Microsoft Enterprise Licensing for the State of Florida.

The City's Microsoft Enterprise Licensing Agreement includes desktop operating system (O/S), server operating system (O/S), email server, database server, Internet and web services, and network management software assurance, as well as Microsoft Office 365 and Azure services and subscriptions, for both the City of Tamarac and the Town of Southwest Ranches.

Since November 1, 2022, the City has added additional Microsoft licensing and subscriptions for additional City of Tamarac staff, summer camp staff, Town of Southwest Ranches staff, and for outside contractors (i.e. City Attorney's Office, City Auditors); for Microsoft Office Defender, which provides comprehensive security for Microsoft 365 email and collaboration tools, protecting against phishing, malware, and business email compromise; for additional storage space for Microsoft SharePoint and Microsoft Teams and has also experienced increased usage

charges for its Microsoft Azure environment.

Per City Commission Resolution R-2022-120, the City purchased and approved a three (3) Year Microsoft Enterprise Licensing Agreement (EA) in October 2022 thru SHI International Corp (SHI) with annual required payments of \$217,367.12, and per the EA contract terms, the City is also required to “true up” each year of the contract, therein remitting payment to SHI for any additional/required Microsoft Licensing/Subscriptions and Azure usage not already included as part of the original contract amount.

During FY2025, the City has already issued Purchase Orders to/with SHI for the following:

Date	Amount	PO	Description
12/4/2024	\$224,442.86	280438	Microsoft EA Year 3 Renew
12/2/2025	\$3,772.24	280430	Microsoft Azure Usage
1/7/2025	\$2,186.78	280497	Additional Microsoft Licensing/Subscriptions
1/6/2025	\$418.02	Procard	Microsoft Power BI License
3/24/2025	\$32,325.68	280679	Commvault Backup Softwa 1 Year Renewal
3/27/2025	\$3,165.33	280691	Microsoft Azure Usage
4/1/2025	\$560.00	280703	Additional storage space fo SharePoint and Microsoft T
4/8/2025	\$4,758.95	280715	Replacement Wireless Acc (WAPs) for Aquatic Center, and City Hall Conference R
4/29/2025	\$3,806.69	280760	Microsoft Azure Usage
4/3/2025	\$1,468.32	Procard	Network cables
5/30/2025	\$3,780.89	280836	Microsoft Azure Usage
6/30/2025	\$3,854.19	280891	Microsoft Azure Usage
8/4/2025	\$3,746.90	280938	Microsoft Azure Usage
8/27/2025	\$3,822.29	281004	Microsoft Azure Usage
Total	\$292,109.14		

The aforementioned expenditures to SHI amount to \$292,109.14.

Of that total, a contract payment of \$217,367.12 was already explicitly approved by City Commission Resolution R-2022-120.

Microsoft “true up” costs paid to date amount to \$36,189.07; however, in addition, the City has received another invoice

from SHI in the amount of \$6,580.68, also for “true up” costs, which has not yet been paid. Although the Microsoft EA contract and terms which address “true up” costs were already fully approved by City Commission Resolution R-2022-120, as the “true up” costs for FY2025 amounting to \$42,769.75 were not part of the aforementioned contract payment, we want to present them to the City Commission for ratification.

Separate expenditures thru SHI for the annual backup software subscription renewal, replacement WAPs and network cables amount to \$38,552.95.

The aforementioned expenditures, including the remaining payment still to be paid to SHI will bring their annual aggregate spend for FY2025 to \$298,689.82.

While the separate expenditures for the annual backup software subscription renewal, replacement WAPs and network cables were unrelated to Microsoft Enterprise Agreement licensing/subscription costs, when the total spend for an individual vendor exceeds our administrative approval limit of \$65,000 during any fiscal year, it is the City’s policy that we present the aggregate total spend to that vendor to the City Commission for their ratification so that there is complete transparency related to the City’s spend.

I recommend that the City Commission approve payment in the amount of \$6,580.68 to SHI International Corp (SHI) for additional Microsoft Licensing/Subscriptions “true up” costs and ratify past expenditures with SHI in the amount of \$74,742.02 for FY2025 Nunc Pro Tunc (\$36,189.07 for previously paid Microsoft “true up” related costs, and \$38,552.95 for the separate expenditures).

ISSUE:

Per City Commission Resolution R-2022-120, the City Commission approved a three (3) Year Microsoft Enterprise Licensing Agreement (EA) in October 2022 thru SHI International Corp (SHI) with annual required payments of \$217,367.12, and per the EA contract terms, the City is also required to “true up” each year of the contract, therein remitting payment to SHI for any additional/required Microsoft Licensing/Subscriptions and Azure usage not already included as part of the original contract amount.

As part of the Microsoft EA contract terms, the “true up” costs for FY2025 amount to \$42,769.75, and with the addition of other purchases thru SHI in the amount of \$38,552.95, bring the total projected additional expenditures

with SHI to \$81,322.70, for a total FY2025 spend of \$298,689.82.

Although the Microsoft EA contract and terms, including “true up” requirements, were fully approved by the City Commission, in the interest of complete transparency, it is the City’s policy that we present the aggregate total spend to that vendor to the City Commission for their ratification when the total spend for an individual vendor exceeds our administrative approval limit of \$65,000 during any fiscal year.

STRATEGIC GOALS:

Goal #5: Tamarac is Smart and Connected

ATTACHMENTS:

STAFF AGENDA REVIEW WORKSHOP AGENDA ITEM REPORT

DATE: September 22, 2025

SUBMITTED BY: Kimberly Dillon

ITEM TYPE: Resolution

TEMP. RESOLUTION NUMBER: TR#14324

AGENDA SECTION: **Consent Agenda:**

TITLE: TR14324 - A Resolution of the City Commission of the City of Tamarac, Florida, authorizing the City Manager to apply to the Florida Department of Transportation (FDOT) for a beautification grant in the amount of one hundred thousand dollars (\$100,000) for landscaping improvements along State Road 870 (Commercial Boulevard) from Rock Island Road to State Road 7; providing for at least a 1:1 local match, not to exceed the budgeted project cost; and, if awarded, authorizing the City Manager or designee to accept the award and execute the beautification grant agreement and any other necessary documents associated with the FDOT grant, following legal review; providing for conflicts; providing for severability; and providing for an effective date.

RECOMMENDATION: The Director of Public Services, the Director of Community Development, and the Grants and Governmental Affairs Manager recommend that the City Commission (1) authorize the City Manager to apply to the Florida Department of Transportation (FDOT) Beautification Grant Program for a \$100,000 grant for proposed landscaping improvements on Commercial Boulevard (SR 870) from Rock Island Road to State Road 7 (the "landscape project"); (2) provide for at least a 1:1 local match, not to exceed the budgeted project cost; and (3) if awarded, authorize the City Manager or designee to accept the award and execute agreements and documents associated with the grant and maintenance of the landscape project, following legal review.

BACKGROUND: The Director of Public Services, the Director of Community Development, and the Grants and Governmental Affairs Manager recommend that the City Commission (1) authorize the City Manager to apply to the Florida

Department of Transportation (FDOT) Beautification Grant Program for a \$100,000 grant for proposed landscaping improvements on Commercial Boulevard (SR 870) from Rock Island Road to State Road 7 (the “landscape project”); (2) provide for at least a 1:1 local match, not to exceed the budgeted project cost; and (3) if awarded, authorize the City Manager or designee to accept the award and execute agreements and documents associated with the grant and maintenance of the landscape project, following legal review.

Consistent with the City’s Go-Forward Roadway Landscape Master Plan, proposed improvements will focus on median and right-of-way enhancements appropriate to a Principal Arterial, including but not limited to Florida-friendly canopy trees and palms with layered understory plantings and related median refurbishment. The Rock Island Road and US-441 approaches will serve as gateway emphasis areas, and final plant selections, spacing, sight-distance, and clear-zone standards will comply with FDOT requirements.

ISSUE:

In compliance with Fla. Admin. Code R. 14-40.020, the City must submit a resolution, with the grant application, that approves submission of the FDOT Beautification Grant application and designates the City Manager as the authorized official who signs the application, accepts the award, and executes agreements and documents associated with the grant and maintenance of the proposed landscape project.

ATTACHMENTS:

STAFF AGENDA REVIEW WORKSHOP AGENDA ITEM REPORT

DATE: September 22, 2025

SUBMITTED BY: Kimberly Dillon

ITEM TYPE: Ordinance

TEMP. ORDINANCE NUMBER: 2602

AGENDA SECTION: **Ordinance(s) Second Reading:**

TITLE: TO2602 - An Ordinance of the City Commission of the City of Tamarac, Florida amending Chapter 14, "Motor Vehicles and Traffic", Article ii, "Stopping, Standing and Parking", Section 14-26, "Parking Restrictions—Public Rights-Of-Way", to provide for a community driven mechanism to manage parking restrictions and enforcement in public rights-of-way citywide; and amending Section 14-37 entitled "Parking Violation Enforcement" to provide for a public education period prior to administration and enforcement of the ordinance and the on-street parking policy ; providing for conflicts; providing for severability; providing for codification; and providing for an effective date.

ATTACHMENTS:

STAFF AGENDA REVIEW WORKSHOP AGENDA ITEM REPORT

DATE: September 22, 2025

SUBMITTED BY: Kimberly Dillon

ITEM TYPE: Resolution

TEMP. RESOLUTION NUMBER: 14310

AGENDA SECTION: **Quasi-Judicial Hearing:**

TITLE: TR14310 - A Resolution of the City Commission of the City of Tamarac, Florida, granting site plan approval (major) with conditions to allow for the development of the subject property, known as Woodmont Pod D, to permit the construction of eight (8) two (2) story townhouse buildings containing a total of fifty (50) dwelling units located on the southeast corner of N Pine Island Road and Southgate Boulevard (Case No. 6-SP-22); providing for conflicts; providing for severability; and providing for an effective date.

ATTACHMENTS: