



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

WORKSHOP MEETING MINUTES

Alfonso Gereffi Room

December 12, 2016

5:00 PM

1. CALL TO ORDER

Mayor Hazelle Rogers called the December 12, 2016 Commission Workshop to order at 5:01 p.m. in the Alfonso Gereffi Room, located at 4300 N.W. 36th Street, Lauderdale Lakes, Florida 33319.

2. ROLL CALL

PRESENT

Mayor Hazelle Rogers
Vice-Mayor Veronica Edwards Phillips
Commissioner Sandra Davey (Arrived 5:02 p.m.)
Commissioner Gloria Lewis (Arrived 5:02 p.m.)
Commissioner Beverly Williams

ALSO PRESENT

City Manager Phil Alleyne
City Attorney James Brady
City Clerk Sharon Houslin
City Staff
Members of the Public

3. DISCUSSION

DECEMBER 13, 2016 AGENDA REVIEW

This discussion serves to review the December 13, 2016 Commission Agenda.

City Manager Phil Alleyne introduced new City employee, Rose Marie Smith, Project Specialist in the Parks and Human Services Department.

ITEM 10A. - RESOLUTION 2016-101 APPOINTING A DELEGATE AND ALTERNATE DELEGATE TO THE NATIONAL LEAGUE OF CITIES (NLC)

ITEM 10B - RESOLUTION 2016-102 APPOINTING A DELEGATE AND ALTERNATE DELEGATE TO THE FLORIDA LEAGUE OF CITIES (FLC)

City Attorney James Brady advised that Resolution 2016-101 and Resolution 2016-102 were tabled at the last commission meeting. Mr. Brady stated that the City Attorney's office recommends that at the beginning of the meeting a motion be made to pull the two resolutions.

Mayor Hazelle Rogers stated that she asked for the items to be tabled to allow all the Commissioners to be in attendance and express their desire to serve on a committee.

City Attorney James Brady stated that the items that were tabled will need to be pulled from the Agenda and that four new Resolutions have been drafted to allow separate voting for the Alternate and the Delegate for the Florida League of Cities and the National League of Cities.

The Commission came to consensus to vote for Mayor Hazelle Rogers as the Delegate and Commissioner Sandra Davey as the Alternate Delegate to the Florida League of Cities; Commissioner Beverly Williams as the Delegate and Mayor Hazelle Rogers as the Alternate Delegate to the National League of Cities.

ITEM 10C - RESOLUTION 2016-107 APPOINTING A DELEGATE TO THE FLORIDA LEAGUE OF CITIES (FLC)

ITEM 10D - RESOLUTION 2016-108 APPOINTING AN ALTERNATE DELEGATE TO THE FLORIDA LEAGUE OF CITIES (FLC)

ITEM 10E - RESOLUTION 2016-109 APPOINTING A DELEGATE TO THE NATIONAL LEAGUE OF CITIES (NLC)

ITEM 10F - RESOLUTION 2016-110 APPOINTING AN ALTERNATE DELEGATE TO THE NATIONAL LEAGUE OF CITIES (NLC) ANNUAL CONFERENCE

Items 10A - 10F were discussed together.

ITEM 10G - RESOLUTION 2016-111 CANCELLING THE CITY COMMISSION WORKSHOP MEETING PRESENTLY SCHEDULED FOR DECEMBER 26, 2016, AND THE REGULAR CITY COMMISSION MEETING SCHEDULED FOR DECEMBER 27, 2016.

There was no discussion related to this item.

ITEM 10H - RESOLUTION 2016-112 AUTHORIZING THE CITY MANAGER TO TAKE SUCH STEPS AS SHALL BE NECESSARY AND APPROPRIATE TO PURCHASE A TYLER CONTENT MANAGER ("TCM"), RECORDS MANAGEMENT SYSTEM FOR AN AMOUNT NOT TO EXCEED THIRTY-SIX THOUSAND TWO HUNDRED (\$36,200.00) DOLLARS

There was no discussion related to this item.

ITEM 10I - RESOLUTION 2016-113 AUTHORIZING THE CITY MANAGER TO TAKE SUCH STEPS AS SHALL BE NECESSARY AND APPROPRIATE TO PURCHASE A NEW MAD VAC MODEL NO. LR50, VACUUM LITTER COLLECTOR PURSUANT TO CITY OF TALLAHASSEE CONTRACT NO. 3078, IN THE AMOUNT OF \$69,765.00, TO BE CHARGED TO THE STORM WATER UTILITY FUND AND TO EXECUTE A CONTRACT THEREFOR IN ACCORDANCE WITH ENVIRONMENTAL PRODUCTS OF FLORIDA CORPORATION CONTRACT NO. 1619

Robin Soodeen, Acting Public Works Director and Vince Richmond, Streets and Stormwater Administrator gave a brief overview of the Madvac Litter Vacuum.

ITEM 10J - RESOLUTION 2016-113 RESOLUTION 2016-114 AUTHORIZING CERTAIN AMENDMENT 001 TO THE STANDARD AGREEMENT FOR THE OLDER AMERICAN ACTS CONTRACT FOR FISCAL YEAR 2016, BETWEEN THE AREAWIDE COUNCIL ON AGING OF BROWARD COUNTY, INC. AND THE CITY OF LAUDERDALE LAKES

There was no discussion related to this item.

ITEM 10K - RESOLUTION 2016-115 APPROVING A CARNIVAL EVENT PURSUANT TO SECTION 22-63 OF THE CODE OF ORDINANCES TO BE HELD BY ST. HELEN CATHOLIC CHURCH, LOCATED AT 3033 NW 33RD AVENUE

There was no discussion related to this item.

ITEM 10L - RESOLUTION 2016-116 RATIFYING THE CITY MANAGER'S FILING OF THE CITY'S FISCAL YEAR 2016, PERIOD 12 (SEPTEMBER), UNAUDITED AND UNADJUSTED FINANCIAL ACTIVITY REPORT

ITEM 10M - RESOLUTION 2016-117 RATIFYING THE CITY MANAGER'S FILING OF THE CITY'S FISCAL YEAR 2017, PERIOD 1 (OCTOBER), FINANCIAL ACTIVITY REPORT AS PREPARED BY THE DEPARTMENT OF FINANCIAL SERVICES

Susan Gooding-Liburd, Financial Services Director presented the September and October Financial Activity Reports.

Commissioner Sandra Davey asked about the four-million dollars that was placed in investment accounts. Ms. Liburd responded to the question and directed the Commission to the area of the Report where they could find General Fund Cash Management.

Mayor Hazelle Rogers asked if the City could change banks. Ms. Liburd explained that the Commission could switch banks if they chose to.

ITEM 10N - RESOLUTION 2016-119 AUTHORIZING THE CITY MANAGER TO UTILIZE THE OFFICE DEPOT CONTRACT FOR OFFICE SUPPLIES THROUGH THE SOUTHEAST FLORIDA GOVERNMENTAL PURCHASING COOPERATIVE GROUP #13-23R FOR A THREE YEAR PERIOD, IN AN AMOUNT NOT TO EXCEED FIFTY THOUSAND (\$50,000) DOLLARS PER YEAR, FROM OCTOBER 18, 2016 THROUGH OCTOBER 17, 2019

Mayor Hazelle Rogers asked if the City has centralized purchasing for Office Supplies. Susan Gooding-Liburd stated that the City does not currently have centralized purchasing but it is something that administration is looking in to.

ITEM 10O - RESOLUTION 2016-120 AUTHORIZING THE CITY MANAGER TO EXECUTE THE ALLONGE TO SERIES 2012 ADJUSTMENT OF INTEREST RATE FROM 4.19% TO 3.25% PER ANNUM FOR THE QUARTERLY DEBT PAYMENTS FOR THE PROMISSORY NOTE, SERIES 2012 FROM DECEMBER 1, 2016 THROUGH OCTOBER 1, 2017.

There was no discussion related to this item.

ITEM 10P - RESOLUTION 2016-121 AUTHORIZING THE SETTLEMENT OF THE CASE STYLED CITY OF LAUDERDALE LAKES V. GUARDIAN COMMUNITY RESOURCE MANAGEMENT, INC., IN THE CIRCUIT COURT OF THE SEVENTEENTH JUDICIAL CIRCUIT IN AND FOR BROWARD COUNTY, FLORIDA, CASE NO. CACE 13009012(12) FOR A LUMP-SUM PAYMENT OF THIRTY THOUSAND (\$30,000.00) DOLLARS; AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK TO EXECUTE A GENERAL RELEASE AND NON-DISPARAGEMENT AGREEMENT IN FAVOR OF GUARDIAN COMMUNITY RESOURCE MANAGEMENT, INC

There was no discussion related to this item.

ITEM 10Q. RESOLUTION 2016-122 APPROVING VARIANCE NO. 02-VA-16 AS REQUESTED BY WILLIE JR. FALEY AND CORA BANKS-FALEY TO REDUCE THE SIDE YARD REQUIREMENTS UNDER SUBSECTION 703.2.7 OF CHAPTER 7 OF THE LAND DEVELOPMENT REGULATIONS BY 5.5 FEET, ON PROPERTY LOCATED AT 3400 NORTHWEST 34TH STREET

Fernando Leiva, Development Services Manager provided an overview of the Faley's request. Mr. Leiva stated that the request is an "after the fact" application for a variance to reduce the side setback which will allow an existing oversized patio slab with a canopy roof. Mr. and Mrs. Faley spoke to the Commission and explained that the contractor who built the patio on their property did

not get a permit. Mrs. Faley stated that she has worked diligently to correct the problem. Discussion ensued regarding the size of the setback. The consensus of the Commission is to approve the Variance.

ITEM 10R - RESOLUTION 2016-123 APPROVING A CONDITIONAL USE APPLICATION #03-CU-16 AS REQUESTED BY ROBERT JUDAH, FOR THE CONSTRUCTION OF A NEW ELECTRONIC MESSAGE BOARD SIGN ON THE PROPERTY LOCATED ON WEST OAKLAND PARK BOULEVARD

Fernando Leiva, Development Services Manager, provided background information on a conditional use application request from Robert Judah to construct an electronic message board within the Town Center zoning district.

Mr. Judah spoke regarding the electronic message board, and responded to questions from the commission regarding the size of the board, the ability to read the messages, the type of messages that will be displayed, the frequency in changing the messages, and driver safety.

Discussion ensued regarding the permitting electronic message billboards. Fernando Leiva explained that in March, 2016 the Commission approved a text amendment to the Land Development Regulations permitting animated/electronic signs and allowing existing legally nonconforming signs to be rebuilt, replaced or altered.

The Consensus of the Commission was to pull the item from the Agenda to allow for conditions to be made to the Resolution before approval.

4. DISCUSSION OF PROPOSED ORDINANCE(S)

A. PROPOSED ORDINANCE 2016-34 AMENDING THE FISCAL YEAR 2017 ADOPTED BUDGET

This Ordinance would amend the Fiscal Year 2017 Adopted Budget. Continuous improvements to increase operational efficiencies and to provide enhanced levels of services are necessary to advance the City.

Financial Services Director, Susan Gooding-Liburd provided information regarding amending FY2017 Budget. Ms. Gooding-Liburd informed the Commission that a memo has been prepared explaining the additional positions that have been proposed.

Ms. Gooding-Liburd responded to questions from the Commission regarding the additional positions, the term un-funded, and the salaries for the new positions.

Discussion ensued regarding the Assistant City Manager position.

Commissioner Gloria Lewis provided the newly elected officials with background information regarding the CIP/Engineer Position. Discussion ensued regarding the Engineering Construction Inspector position.

Ms. Gooding-Liburd explained the Code Compliance Manager position as well as the salaries attached to all the newly requested positions. Ms. Gooding-Liburd stated that she will provide the Commission with the total cost for each position including position descriptions, salaries and benefits.

5. ADDITIONAL WORKSHOP ITEMS

A. FORMAL PRESENTATIONS FOR THE RFP #16-1301-04R, CITYWIDE JANITORIAL SERVICES

Each firm shortlisted will provide a formal presentation to the Commission for a period no longer than 15 minutes with the exception of any questions or clarifications from the City Commission.

This item was heard first on the Agenda.

Susan Gooding-Liburd, Director of Financial Services provided an overview of the Janitorial Services Item. Ms. Gooding-Liburd stated that the Commission will hear from three companies tonight who will provide presentations.

The following companies provided presentations and responded to questions from the Commission:

Janitorial Services Presentations were provided as follows: Image Janitorial Services, Inc., and Cleaning Systems, Inc.

Representatives from the Companies provided presentations and responded to questions from the Commission.

Mayor Rogers informed the audience that the Janitorial Services Item will not be on the Agenda tomorrow night; therefore the Commission will have another opportunity to discuss the item before voting.

B. DISCUSSION REGARDING A SELF-STORAGE FACILITY AND RETAIL OUTPARCEL DEVELOPMENT OFF THE SOUTHEAST CORNER OF NORTH STATE ROAD 7 AND NW 44TH STREET WITHIN THE SHOPPES OF ORIOLE PLAZA.

This is a discussion and presentation regarding a self-storage and retail outparcel development within the Shoppes of Oriole Plaza. Preferred Realty & Development will present the City Commission with a conceptual land use and design development of +/-2.8 acres of land for a four-story, climate controlled self-storage facility with a retail outparcel along North SR 7, including associated site improvements such as parking and landscaping. The subject site is the vacant parcel north of the strip development and just east/southeast of McDonalds. (See backup for Applicant's documentation).

Representatives from Preferred Realty and Development presented information regarding developing a self-storage and retail outparcel within the Shoppes of Oriole Plaza. The representatives provided PowerPoint Presentation that displayed the proposed design of the building.

Discussion ensued regarding the location of the storage facility, access in and out of the building, traffic congestion, and the overall appearance of the building.

Mayor Hazelle Rogers suggested that the City hosts a Townhall meeting to allow residents and business owners to provide their input regarding the project.

C. DISCUSSION REGARDING GUIDELINES FOR AWARDS AND PRESENTATIONS

This is a discussion regarding the guidelines for various types of presentations and/or awards to be issued.

Mayor Rogers spoke as the sponsor of the item and stated that she would like for proclamations and presentations to display the sponsoring commissioner's name.

D. DISCUSSION ON THE 2017 LEGISLATIVE AND APPROPRIATION REQUESTS (STATE AND FEDERAL LEVEL)

This is a discussion on the proposed 2017 legislative and appropriation requests. Based on the discussion, staff will present the Legislative Agenda for review and approval.

Celestine Dunmore, Economic Development Manager presented possible items for the FY 2017 Federal and State Legislative Agenda.

Yolanda Cash Jackson and Mario Bailey, Federal Lobbyist with Becker and Polikoff was available via telephone. Ms. Jackson gave an overview of the legislative process and spoke regarding the opportunities and challenges that City's will incur during the process. Ms. Jackson also provided session dates and spoke about State Bills that are being proposed.

6. REPORTS

The meeting was adjourned at 9:35 p.m.

"In accordance with Sec. 2-55 of the Code of Ordinance, the minutes are action minutes and do not record or transcribe debate or argument. The City Clerk maintains an audio recording of the Workshop and Commission Meeting minutes in accordance with state retention regulations. For an audio/video copy of the minutes, please contact the City Clerk's Office at 954-535-2705."


HAZELLE ROGERS, MAYOR

ATTEST:


SHARON HOUSLIN, CITY CLERK

