



## City of Lauderdale Lakes

Office of the City Clerk

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### WORKSHOP MEETING MINUTES

Alfonso Gereffi Room

January 9, 2017

5:00 PM

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#### 1. CALL TO ORDER

Mayor Hazelle Rogers called the January 9, 2017 Commission Workshop to order at 5:02 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  
Commissioner Gloria Lewis  
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

##### JANUARY 10, 2017 AGENDA REVIEW

This discussion item serves to review the January 10, 2017 Commission Meeting Agenda.

City Manager Phil Alleyne introduced the following new employees: Ronald Desbrunes, Director of Public Works, David Brathwaite, Maintenance Worker I, and Maintenance Worker I, Shannon Smith.

Mayor Hazelle Rogers asked if there are any items to be pulled for discussion from the January 10, 2017 Commission Agenda. There were not pulls; therefore, the Commission reviewed the Agenda as follows:

ITEM 7A - ORDINANCE 2016-34 AMENDING THE FISCAL YEAR 2017 ADOPTED BUDGET IN ACCORDANCE WITH ORDINANCE 2016-31, GENERAL FUND, GRANTS FUND, TRANSPORTATION FUND AND STORMWATER FUND

Financial Services Director, Susan Gooding-Liburd provided an overview of the FY2017 Budget Amendment. Discussion ensued regarding the four new positions, overtime funding, and travel

expenditures for the Commissioners to attend conference and receive training opportunities.

City Manager Phil Alleyne spoke regarding the amount funded for training and stated that city staff will look into providing additional training to allow all members of the Commission to attend training.

City resident, Merideth McCleary spoke regarding overtime in Parks and Recreation and asked the Commission to address a system with policing the Parks.

Discussion ensued regarding security within the Parks, specifically at Willie Webb Park.

City Manager Phil Alleyne stated that staff will look at the budget with regards to providing additional personnel for Parks and Recreation. City Manager Alleyne asked for clarification on if the Park's item could be a part of a separate Ordinance.

RESOLUTION 2017-001 AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST, RESPECTIVELY, THAT CERTAIN STANDARD AGREEMENT JA117-25-2017 FOR OLDER AMERICANS ACT BETWEEN THE AREAWIDE COUNCIL ON AGING OF BROWARD COUNTY AND THE CITY OF LAUDERDALE LAKES/LAUDERDALE LAKES ALZHEIMER'S CARE CENTER.

There was no discussion regarding this item.

RESOLUTION 2017-002 SETTING FORTH THE CITY'S 2017 STATE LEGISLATIVE AGENDA

RESOLUTION 2017-003 SETTING FORTH THE CITY'S 2017 FEDERAL LEGISLATIVE AGENDA

Resolution 2017-002 and Resolution 2017-003 were discussed together.

Celestine Dunmore, Economic Development Manager provided an overview to the State and Federal Legislative Agenda for 2017. Mayor Hazelle Rogers asked how many items do the City have for the State Legislative Agenda. Ms. Dunmore replied four items are being presented for consideration.

Commissioner Gloria Lewis requested information on how grant money was received and spent in 2016.

RESOLUTION 2017-004 AUTHORIZING THE CITY MANAGER TO APPROVE AND EXECUTE A PROCUREMENT PURCHASE EXCEEDING TWENTY FIVE THOUSAND DOLLARS (\$25,000) BUT LESS THAN FORTY THOUSAND DOLLARS (\$40,000) WITH SUPPLYWORKS.

Ronald Desbrunes, Director of Public Works, Robin Sooden, Public Works Superintendent, and Bobbi Williams, Budget Analyst provided information regarding the current janitorial services. Discussion ensued regarding the City Manager's purchasing authority. Commissioner Gloria Lewis spoke and stated that she remembers the City passing an Ordinance in 2013 providing more spending authority for the City Manager. Ms. Williams stated that the City Manager has a \$25,000 limit for general purchases and a \$35,000 limit for Capital Improvement Project.

RESOLUTION 2017-005 AWARDING RFP #16-1301-04R TO IMAGE JANITORIAL SERVICES INC., FOR CITYWIDE JANITORIAL SERVICES, AS THE LOWEST RESPONSIBLE AND RESPONSIVE PROPOSER, ON A REQUEST FOR PROPOSAL IN AN AMOUNT. UP TO SIXTY FOUR THOUSAND EIGHT HUNDRED DOLLARS (\$64,800) ANNUALLY

Bobbi Williams, Budget Analyst provided information on the Citywide Janitorial Services Contract and stated that Image Janitorial Services, Inc. was the lowest responsible and responsive proposer.

Robin Sooden, Pubic Works Superintendent provided information regarding the Scope of Work in the contract.

Terri McKenzie, McKenzie Cleaning Services spoke regarding the bidding process and her belief



that the process was flawed and did not compare apples to apples.

City Attorney James Brady spoke regarding the request for proposal process and stated that the City has to stick within the request for proposal guidelines and cannot change the guidelines in the middle of the process.

#### RESOLUTION 2017-006 ESTABLISHING A POLICY WITH REGARD TO THE FUTURE RECEIPT OF SETTLEMENT FUNDS ARISING FROM VARIOUS ACTIONS

There was no discussion regarding this item.

#### 4. DISCUSSION OF PROPOSED ORDINANCE(S)

**A. DISCUSSION REGARDING A PROPOSED ORDINANCE AMENDING DIVISION 2 OF ARTICLE VI OF CHAPTER 46 OF THE CODE OF ORDINANCES; CREATING SECTION 46-293, ENTITLED "INTERIM FIRE RESCUE ASSESSMENT" PERTAINING TO THOSE PROPERTIES RECEIVING A TEMPORARY OR PERMANENT CERTIFICATE OF OCCUPANCY SUBSEQUENT TO THE PASSAGE OF THE ANNUAL FIRE ASSESSMENT RESOLUTION FOR THE FISCAL YEAR IN WHICH SUCH CERTIFICATE OF OCCUPANCY IS ISSUED**

This is a discussion regarding a proposed Ordinance which would allow for the City to collect an Interim Fire Assessment to bridge the gap between when properties receiving a temporary or permanent Certificate of Occupancy subsequent to the passage of the Annual Fire Assessment Resolution for the Fiscal Year in which such Certificate of Occupancy is issued.

Tanya Davis-Hernandez, Director of Development Services provided information regarding the item and stated that the interim assessment fire rescue assessment fee is to cover the gap between when a property obtains a certificate of occupancy and when the property gets on the property tax roll.

City Attorney James Brady stated that this is an assessment to assess the person getting the benefit the cost of the City providing that benefit. Mr. Brady provided scenarios for the assessments.

Ms. Davis-Hernandez responded to questions from the Commission and stated that the assessment will only affect new development.

**B. DISCUSSION REGARDING A PROPOSED ORDINANCE RELATING TO CANNABIS DISPENSING FACILITIES; ADOPTING FINDINGS OF FACT; PROVIDING DEFINITIONS; IMPOSING A TEMPORARY MORATORIUM ON THE OPENING OF ANY NEW CANNABIS DISPENSING FACILITY; DIRECTING THE DIRECTOR OF DEVELOPMENT SERVICES TO RECOMMEND LAND DEVELOPMENT REGULATIONS FOR CANNABIS DISPENSING FACILITIES BY A DATE CERTAIN**

This is a discussion regarding a proposed Ordinance which would impose a temporary moratorium for twelve months (12) on the opening of any new cannabis dispensing facility.

Tanya Davis-Hernandez, Director of Development Services stated that City staff is requesting a twelve month Moratorium to conduct necessary planning efforts to investigate the impacts of cannabis dispensing facilities, and if necessary, to circulate reasonable regulations relating to such establishments, and in the best interest of the public health, safety and welfare of the citizenry of the City.

Mayor Hazelle Rogers stated that she asked for the item to protect the City from becoming a pill mill while legislation is being sort out.

City Attorney Brady stated that suggested the moratorium gives staff an opportunity to see what concerns other cities will have and to see what new legislation will take effect.

#### 5. ADDITIONAL WORKSHOP ITEMS

**A. DISCUSSION ON THE RED LIGHT SAFETY CAMERA PROGRAM (TIME CERTAIN: 5:45 PM)**

This is a discussion regarding the Red Light Safety Camera Program.

City Manager Phil Alleyne informed the Commission of the agreement that was in place and a discussion is needed to figure out the terms of the agreement and how it would benefit the City. City Attorney James Brady stated that after the agreement was signed, a case came out from Broward County where it was determined that the red light traffic program was run by an ATS employee and not a certified police officer which is against the state statute.

Mr. Orlando Torres from American Traffic Solutions (ATS) who runs the red light camera program stated that they installed four cameras throughout the City a few years ago. Mr. Torres informed the Commission that ATS processes the administrative work and the police officer makes the determination regarding the violations. Mr. Torres explained that the program changes the way people drive and if the officer decides that there is a violation, the motorist is notified and then the fine is paid or it goes to court. Mr. Torres stated that in the cities where the red light camera program is in effect there is a reduction in number of violations given each month. He also stated that of the \$158 imposed fee, \$75 goes to the City, \$70 goes to FDOT, \$10 goes to the local trauma centers and \$3 goes to the Miami Project to cure paralysis.

Mayor Hazelle Rogers asked if there was a fixed cost for the program. Mr. Torres explained that if ATS charged the City \$5,000 per month and the cost of the violations came to \$2500, then the City would pay the \$2500 from the violation costs to ATS and would not be responsible for the additional \$2500. He stated that the program is violation funded. Commissioner Gloria Lewis stated that she did not agree with going forth with the red light camera program because if the four cameras are going to cost the City \$100,000 the City would not be able to incur the costs in violations in a reasonable amount of time. Mr. Torres stated that the opportunity for the community to get money is from the violations and that each camera costs approximately \$4250 per month.

Vice Mayor Veronica Edwards Phillips asked Mr. Torres if a police officer would need to be hired to determine the violations. Mr. Torres stated that BSO could provide the operational costs for a fixed rate. Commissioner Sandra Davey stated that she did not believe that the red light program is a good financial investment at this time. Mayor Hazelle Rogers asked the Commissioners if they wanted to follow through on the agreement with the red light camera program. The consensus of the Commission was not to move forward with the program.

**B. DISCUSSION ON LIEN SETTLEMENT FOR THE PROPERTY LOCATED AT 3400 NW 33RD AVENUE, LAUDERDALE LAKES, FL 33309**

This is a discussion on the lien settlement offer in the amount of \$19,117.90 for the property located at 3400 NW 33rd Avenue, Lauderdale Lakes, Florida 33309.

Financial Services Director Susan Gooding-Liburd, Development Services Director, Tanya Davis-Hernandez, and Code Compliance Supervisor Edward Wallace provided information regarding the lien on property located at 3400 N.W. 34th Avenue.

Discussion ensued regarding liens within the City. Ms. Davis-Hernandez stated that there are roughly thirty-thousand liens dating back to 1984. Ms. Davis-Hernandez stated that the charge for liens are based on the number of days and the number of violations on a property.

**C. DISCUSSION REGARDING THE NINTH ANNUAL BLACK HISTORY MONTH PARADE**

This is a discussion regarding the City of Lauderdale Lakes ninth (9) annual Black History Month Parade scheduled for Saturday, February 11, 2017.

Treasa Brown Stubbs, Director of Parks and Human Services provided a PowerPoint Presentation on the Black History Month Parade and Festival.

Commissioner Beverly Williams spoke regarding establishing a committee to assist with the Black History Month Parade.



**D. DISCUSSION REGARDING CITIZEN ADVISORY BOARDS**

This is a discussion regarding the City's established Advisory Boards. Currently there are six active advisory boards which are: the Beautification Advisory Board, the Economic Development Advisory Board, the Historic Preservation Board, the Parks and Human Services Board, the Planning and Zoning Board and the School Advisory Board. The rules for these boards will be discussed. Also, there will be discussion regarding reestablishing the Civil Service Board.

City Clerk Sharon Houslin asked the Commission for feedback as it relates to reimbursing Board Members for Advisory Board Meetings. Mayor Hazelle Rogers stated that if a board member attends a meeting, they should be reimburse. Discussion ensued regarding the monthly report, quorum, attendance and the role of the Board Liaison.

Mayor Hazelle Rogers spoke about the site visit related to the proposed self-storage development. Mayor Rogers stated that the purpose of the site visit is for residents to come out and get a visual of where the storage facility will be located and to express their concerns. Mayor Rogers stated that the event was never intended to be held at Memory Lane Café and Memory Lane Café would only be used as a backup in case of inclement weather conditions.

A city resident who did not give his name spoke in opposition of building the storage facility.

City resident, Byron Maylor spoke and asked if the Commission Workshops can be televised.

**6. REPORTS**

**A. REPORT ON THE 2017 LOCAL GOVERNMENT ACADEMY**

This is a report on the 2017 City of Lauderdale Lakes Local Government Academy.

This item was not discussed.

Meeting was adjourned at 8:25 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

