



City of Lauderdale Lakes

Office of the City Clerk

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WORKSHOP MEETING MINUTES

Alfonso Gereffi Room

February 13, 2017

5:00 PM

1. CALL TO ORDER

Mayor Hazelle Rogers called the 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
Commissioner Gloria Lewis
Commissioner Beverly Williams

ALSO PRESENT

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

3. DISCUSSION

FEBRUARY 14, 2017 AGENDA REVIEW

This discussion item serves to review the February 14, 2017 Commission Agenda.

City Manager Phil Alleyne introduced newly hired employees as follows: Public Works Maintenance Worker, Michael Suckoo, Financial Services Administrative Coordinator, Veronica Gongora, and Human Resources and Risk Management Administrator, Paulette Rolle.

ITEM 9A - RESOLUTION 2017-015 AUTHORIZING THE CITY MANAGER TO EXECUTE THAT CERTAIN AGREEMENT BETWEEN MARTY KIAR, AS BROWARD COUNTY PROPERTY APPRAISER, AND THE CITY OF LAUDERDALE LAKES ("TAXING AUTHORITY") AS THE TAXING AUTHORITY FOR NON-AD VALOREM ASSESSMENTS - NUISANCE ABATEMENT

ITEM 9B - RESOLUTION 2017-016 AUTHORIZING THE CITY MANAGER TO EXECUTE THAT CERTAIN AGREEMENT BETWEEN MARTY KIAR, AS BROWARD COUNTY PROPERTY APPRAISER, AND THE CITY OF LAUDERDALE LAKES FOR NON-AD VALOREM ASSESSMENTS FOR FIRE RESCUE SERVICES.

ITEM 9C - RESOLUTION 2017-017 AUTHORIZING THE CITY MANAGER TO EXECUTE THAT CERTAIN AGREEMENT BETWEEN MARTY KIAR, AS BROWARD COUNTY PROPERTY APPRAISER, AND THE CITY OF LAUDERDALE LAKES FOR NON-AD VALOREM ASSESSMENTS FOR STORM WATER SERVICES

ITEM 9D - RESOLUTION-018 AUTHORIZING THE CITY MANAGER TO EXECUTE THAT CERTAIN AGREEMENT BETWEEN MARTY KIAR, AS BROWARD COUNTY PROPERTY APPRAISER, AND THE CITY OF LAUDERDALE LAKES FOR NON-AD-VALOREM ASSESSMENTS FOR PROPERTY OWNERS WITHIN THE CITY FOR SOLID WASTE SERVICES

Susan Gooding-Liburd, Director of Financial Services stated that the four resolutions on the Consent Agenda are agreements which need to be executed between the City of Lauderdale Lakes and the Broward County Property Appraiser for Nuisance Abatement, Non-ad Valorem Assessments for Fire Rescue Services, Non-ad Valorem Assessments for Stormwater, and Non-ad Valorem Assessments for Solid Waste Services. Mayor Hazelle Rogers chimed in that whenever a constitutional officer is changed new agreements will have to be executed with that officer.

ITEM 10A - RESOLUTION 2017-019 AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST, RESPECTIVELY, THAT CERTAIN GRANT AGREEMENT FM# 439409-1-54-01 EDTF, WITH THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION IN AN AMOUNT NOT TO EXCEED ONE MILLION AND NO/100 (\$1,000,000.00) DOLLARS, FOR THE NORTHWEST 31 AVENUE CORRIDOR IMPROVEMENT PROJECT, A SUMMARY OF WHICH IS ATTACHED HERETO AS EXHIBIT A.

Celestine Dunmore, Economic Development Manager and Maqsood Mohammad Nasir, City Engineer provided an update on the agreement between the City of Lauderdale Lakes and the State of Florida Department of Transportation to provide funding totaling \$1,000,000 for the Northwest 31t Avenue Corridor Improvement Project.

McMahon and Associates provided a PowerPoint Presentation on Northwest 31st Avenue Corridor Improvement Project. The NW 31st Avenue Corridor Improvement Project will be designed to the Broward County's Complete Street standards. The Project will include reconstruction of the east side/northbound lanes. The three lane cross-section, bicycle lane, and sidewalk will be accommodated by encroaching into the existing 16-foot median, 7-feet maximum. Along the median at existing traffic signal controlled intersections, portions of the median will be removed. The median reconstruction and alignment shifts on travel lanes will provide the required design deflection through the intersections. Reconstruction of the roadway will include milling and resurfacing of the existing roadway, along the east side, and reconstruction to accommodate construction of a new 6ft sidewalk. The existing 16-ft. wide/landscaped median will be reconstructed to accommodate the travel lanes and proposed sidewalk. The other work will include roadway lighting modifications; modifications to existing traffic signalized locations; and inclusion of bicycle lanes (northbound only), transit amenities and ADA features.

Commissioner Gloria Lewis commended the design of the lighting, Vice-Mayor Veronica Edwards Phillips and Commissioners Sandra Davey and Beverly Williams expressed their eagerness for the program to begin. Mayor Hazelle Rogers asked who owns the lights that are being put up and can the City put cameras up. City Manager Phil Alleyne stated that the lighting will be maintained by the City and we can include cameras in the maintenance agreement. Mayor Rogers stated that we are coordinating meetings with surrounding cities to see what they have in their budget to maintain certain areas of the corridor.

ITEM 10B - RESOLUTION 2017-020 CANCELLING THE CITY COMMISSION WORKSHOP MEETING PRESENTLY SCHEDULED FOR MARCH 13, 2017, AND THE REGULAR CITY COMMISSION MEETING SCHEDULED FOR MARCH 14, 2017

City Manager Phil Alleyne stated that this resolution would cancel the first Commission Workshop

and Commission Meeting in March because the Commission will be away at the National League of Cities Congressional Conference beginning March 11 - March 15, 2017.

4. DISCUSSION OF PROPOSED ORDINANCE(S)

A. DISCUSSION REGARDING PROPOSED ORDINANCE 2017-003 AMENDING SECTIONS 30-33, 30-52, 30-86 AND 30-87.1 OF CHAPTER 30 OF THE CODE OF ORDINANCES

This is a discussion on a proposed Ordinance which would amend the jurisdiction of, and appointment of members to, the Code Enforcement Board and establishes civil penalties for certain violations of the Code.

Tanya Davis-Hernandez, Director of Development Services and Edward Wallace, Code Compliance Supervisor provided information regarding the proposed Ordinance. Mrs. Davis-Hernandez stated that the Ordinance seeks to reestablish the Code Enforcement Board and a Code Enforcement Trust Fund.

Mayor Rogers stated that comparable to the Law Enforcement Trust Fund she would like to see the Code Enforcement Trust Fund provide funds for the Minor Home Repair.

Discussion ensued regarding the proposed Ordinance. Edward Wallace responded to questions from Commissioner Gloria Lewis regarding the criteria for the Code Enforcement Board and fees and violations related to car washing, appliances stored outside, laundry hanging outside, and tree trimming. Commissioner Sandra Davey expressed her concern with the number of trees on a property. Commissioner Beverly Williams spoke regarding the criteria for trimming trees based on stipulations from Broward County. Vice-Mayor Veronica Edwards Phillips asked a question regarding the fee structure for violations. Mr. Wallace explained that the fees being proposed in the Ordinance are the existing fees; however, the Commission has the authority to change the fees. Mayor Hazelle Rogers spoke regarding trees being overgrown and who is responsible for cutting trees. Mayor Hazelle Rogers asked staff to look at what neighboring cities are charging for tree cutting.

Mayor Rogers stated that we will hear the 5:30 p.m. time certain item and revisit this item afterwards.

City Manager Phil Alleyne stated that the figures being presented are for the Commission's consideration; however, the Commission has the authority to change the figures.

The consensus from the Commission is to table the item to a workshop specifically related to Code Enforcement.

B. ORDINANCE REGARDING PROPOSED ORDINANCE 2017-004 CREATING SECTION 86-5, AMENDING SECTION 86-35 AND CREATING SECTION 86-39 OF CHAPTER 86, ARTICLE II

This is a discussion regarding a proposed Ordinance which would amend and create Sections in Chapter 86, the Traffic and Vehicles code as it relates to parking in and around the City of Lauderdale Lakes.

The consensus of the Commission is to make a motion tomorrow night to move the two items related to Code Enforcement and hold a workshop related to Code Enforcement.

C. DISCUSSION REGARDING PROPOSED ORDINANCE 2017-005 AMENDING SECTION 2-315 OF THE CODE OF ORDINANCES; PROVIDING FOR QUALIFICATIONS OF MEMBERS OF NON-STATUTORY BOARDS

This is a discussion regarding a proposed Ordinance which would amend Section 2-315 of the Code of Ordinances to provide for expanded opportunities for citizens of the City to participate on non-statutory boards.

City Clerk Sharon Houslin provided a brief overview of the amendment to the Ordinance. Ms. Houslin stated that currently the Code of Ordinance requires that residents applying to serve on a non-statutory boards present a voters registration card and that the proposed amendment would strikeout

that requirement. Mayor Rogers chimed in and stated that the amendment would expand the opportunity for Lauderdale Lakes residents to serve on non-statutory boards. Mayor Rogers clarified that this requirement would include statutory boards such as Code Enforcement and Planning and Zoning.

5. ADDITIONAL WORKSHOP ITEMS

A. DISCUSSION REGARDING HOSTING THE 2017 UNIFEST EVENT COORDINATED BY THE GREATER CARIBBEAN AMERICAN CULTURAL COALITION WITHIN THE CITY OF LAUDERDALE LAKES (5:30 P.M. TIME CERTAIN)

This is a discussion in reference to hosting the 2017 Unifest Event coordinated by the Greater Caribbean American Cultural Coalition (GCACC) within the City of Lauderdale Lakes on May 21, 2017 pending that GCACC comply with all facility policies and procedures and all City, County, and State permit obligations, rules and regulations.

Treasa Brown Stubbs introduced members of the Greater Caribbean American Cultural Coalition who presented an overview of the Annual Unifest Event. Mr. Mario Zamora spoke on behalf of the organization and presented information regarding marketing and events planned for the Event.

Commissioner Gloria Lewis asked has consideration be given to hold the event on Saturday instead of Sunday and the time of day.

Mr. Zamora stated that Sunday is a better day for attendance. Mayor Hazelle Rogers ask if Mr. Zamora can explain what activities takes place in the day. Mr. Zamora explained that from noon until about 3:00 p.m. there is the parade of flags, the youth essay competition, the youth essay contest, food vendors, health and wellness expo, business expo, fire safety presentation, and a dominos tournament. Mr. Zamora stated that the concert does not start until the afternoon.

Mr. Zamora responded to questions from Commissioner Gloria Lewis regarding the prize amount for scholarships, and in-kind contributions and stated that whatever the City can do to help Unifest they will. Commissioner Lewis stated that she would like for the City to start contributing the \$10,000 they use to contribute.

Ms. Brown Stubbs stated that the Resolution will be available for consideration at the next regular commission.

City Attorney bought up yearly concerns regarding parking and the use of the stage.

Commissioner Beverly Williams stated that the City's stage will not accommodate Unifest and that they have their own stage.

Commissioner Lewis stated that Unifest brings joy to the City and is the largest event beside the Black History Month Parade and the only concerns came from a former Commission.

B. DISCUSSION REGARDING THE UPCOMING FY 2017 ANNUAL MID-YEAR BUDGET REPORT

This is a discussion regarding the FY 2017 Mid-Year Budget Report. The Financial Services Department will prepare the FY 2017 Mid-Year Budget Report in the upcoming months through March 2017. The mid-year report provides a summary of the financial condition of the City.

Mayor Hazelle Rogers stated that the FY 2017 Budget is not her budget and she spoke regarding public roadways in Hawaiian Gardens belonging to the City and that the current budget neglects the upkeep of those roads. City Attorney Brady asked if the Commission is relying on information from a letter from former Commissioner Eileen Rathery. Commissioner Gloria Lewis asked the City Attorney to elaborate on the letter related to the roadways. City Manager Phil Alleyne stated that the letter that was alluded to by the City Attorney was addressed to City Staff and the letter incorrectly implied that all the streets in Hawaiian Gardens were dedicated to the City. Mr. Alleyne stated that

only three streets within Hawaii Gardens were dedicated as public streets.

Discussion ensued regarding the role and responsibility of the Mayor based on the Charter changes. Commissioner Gloria Lewis stated that Code Books should be available in each commissioners office.

Susan Gooding-Liburd, Director of Financial Services stated that the Financial Services Department will be presenting the FY2017 Mid-year Budget Review and explained what the Financial Services Department is proposing to bring forward to the Commission regarding the FY 2017 Budget. Ms. Gooding-Liburd stated that information will be provided regarding the Budget Advisory Board and the Budget Calendar and ask if there is anything else the Commission would like to add. Commissioner Gloria Lewis stated that she would like to see the salary and job description for the three positions that were recently passed with the Budget Amendment. Ms. Gooding-Liburd stated that she would provide that information tomorrow night.

C. UPDATE REGARDING THE STORMWATER PROJECT

City staff will provide an update and presentation on the Stormwater project.

Ronald Desbrunes, Director of Public Works and Bobbi Williams, Budget Analyst provided a presentation on the Stormwater Project. Mr. Desbrunes spoke regarding the survey that was conducted on the canals, the bid project and the scope of work based on the priority list.

Vince Richmond, Stormwater and Grounds Administrator provided information on homes that have been identified for canal bank stabilization.

D. DISCUSSION REGARDING THE INSTALLATION OF A FOUR-WAY STOP SIGN AT THE INTERSECTION OF NW 34TH STREET AND NW 35TH AVENUE

This is a discussion regarding the proposed installation of a 4-way stop sign at the intersection of NW 34th Street and NW 35th Avenue.

Ronald Desbrunes, Public Works Director stated that this item is related to the concerns from a resident at the last commission meeting. Mr. Desbrunes stated that he researched the issues at N.W. 34th Street and N.W. 35th Avenue. Mr. Desbrunes informed the Commission that due to a traffic agreement between Broward County and the City, all traffic signage within the City are under the jurisdiction of the County. In 2010 and 2012 the Commission requested a 4-way stop sign and all the request were denied by the County. Ms. Desbrunes stated that Staff has requested a new traffic study for that intersection. The traffic report from the County should be received in April 2017.

City Manager Phil Allyne provided options for the intersection. Mayor Rogers suggested that the City speaks with the County Commissioner that represents the area. Mayor Rogers suggest that the City writes a letter asking for intervention.

E. DISCUSSION REGARDING THE INSTALLATION OF SPEED TABLES THROUGHOUT THE CITY OF LAUDERDALE LAKES

This is a discussion regarding speed tables throughout the City.

Ronald Desbrunes, Public Works Director stated that speed tables are identified by price which ranges from \$162,000 each to about \$8000 each.

Discussion ensued regarding the types of speed tables, the cost, and the streets that were identified for speed bumps. Vice-Mayor Veronica Edwards asked does speed hump and speed table mean the same thing. Mr. Desbrunes explained the meaning of speed humps and speed tables.

F. DISCUSSION REGARDING THE GUIDELINES FOR AWARDS AND/OR PRESENTATIONS

This is a discussion regarding the guidelines for giving Proclamations, Commendations, Certificates of Appreciation and other awards as determined according to Resolution 2006-66.

Mayor Rogers spoke and suggested that proclamations be given out the second meeting of each month and the person requesting the award is responsible for getting information to staff.

G. DISCUSSION REGARDING TRANSITION PERIOD FOR NEWLY ELECTED OFFICIALS

This is a discussion related to the guidelines for newly elected officials transitioning to office.

Mayor Rogers stated that when the newly elected came on the new commission did not know what they could not and can not do when elected and asked staff to put together guidelines for a smoother transition.

H. DISCUSSION REGARDING THE "MY BROTHER'S KEEPER" INITIATIVE

This is a discussion regarding the "My Brother's" Keeper Initiative.

Mayor Rogers commented that she is trying to get understanding of the My Brothers Keeper Initiative and would like to see if there was a resolution adopted. Mayor Rogers stated that there is a group currently meeting regarding the program and she would like for staff to meet with them to see what their plan is relative to the program.

I. DISCUSSION REGARDING THE "MY BAG" CAMPAIGN

This is a discussion regarding the My Bag Campaign. The My Bag Campaign provides children in Foster Homes with luggage and/or backpacks to carry their belongings.

Commissioner Sandra Davey asked to continue the program that was started by former Commissioner Patricia Williams related to the My Bag Campaign. Commissioner Beverly Williams chimed in that the program is a lot of work and City Staff is not involved.

6. REPORTS

A. REPORT ON THE COMMUNITY DEVELOPMENT BLOCK GRANT

This is a report on the 40th Year Community Development Block Grant (CDBG). The 40th year CDBG Minor Home Repair program was not completed in the time frame required, therefore projects completed outside the program will not be funded.

Tanya Davis-Hernandez, Development Services Director advised the Commission that the 40th Year CDBG Grant related to the Minor Home Repair Program will not be funded. Ms. Davis-Hernandez explained that there was an issue with the Administrator, Community Redevelopment Associates (CRA) and because of the transition projects were not completed in the required timeframe. Any projects completed outside the program timeframe will not be funded. Three projects were behind schedule partly because the contractor changed the scope of work which pushed the project out longer than anticipated. Ms. Davis-Hernandez stated that she wanted to let the Commission know what has occurred because it will be an impact to the general fund. Three residents were not funded in amount of nearly \$60,000.

James Williams and Sylvia Williams, City resident spoke regarding work that was being performed on their home through the Minor Home Repair Program. Mr. Williams stated that the project was not completed on time and that the contractor wanted to place a lien on his home for work they did not complete.

Commissioner Gloria Lewis asked if we are being sanctioned for the 41st and 42nd year. Ms. Davis-Hernandez stated that County has put us on notice because we are not adhering to the HUD Program guidelines and explained the process for completing the program on time. Commissioner Gloria Lewis asked if the City had been reimbursed for any of the money. Susan Gooding-Liburd responded to Commissioner Gloria Lewis's question and explained the expense and reimbursement

process.

City Attorney Brady suggest the files be sent to his office with the background information and a status summary for his review.

B. REPORT ON THE SHOPPES AT ORIOLE

This is a report related to the research on "The Shoppes at Oriole" vacant out parcel and how it integrates with the overall development of the site.

Tanya Davis-Hernandez stated that she researched the parking concern at the Shoppes of Oriole and a parcel can not be fenced out from others parcels because there is any easement from N.W. 44th Street to N.W. 41st. Mayor Rogers asked how is the Daycare fenced in. Ms. Davis-Hernandez stated that per the City Code a daycare has to create a playground and the playground can be fenced in.

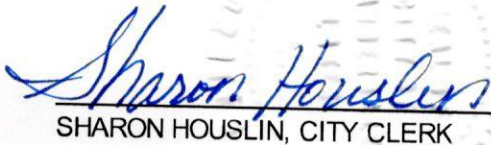
*Commissioner Gloria Lewis stated that she has been receiving too many phone calls regarding an article in the Sun Sentinel regarding parking backwards in driveways and expressed her concerns with the Ordinance.

The Meeting was adjourned at 8:02 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

