



City of Lauderdale Lakes

Office of the City Clerk

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CITY COMMISSION WORKSHOP MINUTES

City Commission Chambers

March 25, 2024

5:00 PM

1. CALL TO ORDER

Mayor Veronica Edwards Phillips called the March 25, 2024, City Commission Workshop to order at 5:03 p.m.

2. ROLL CALL

PRESENT

Mayor Veronica Edwards Phillips
Vice Mayor Mark Spence
Commissioner Tycie Causwell
Commissioner Karlene Maxwell-Williams
Commissioner Sharon Thomas

ALSO PRESENT

City Manager Treasa Brown Stubbs
City Attorney Sidney Calloway
City Clerk Venice Howard
City Staff

3. DISCUSSION

REVIEW OF THE MARCH 26, 2024 CITY COMMISSION MEETING AGENDA

CONSIDERATION OF ORDINANCES ON SECOND READING

Item 7.A. ORDINANCE 2024-001

AMENDING ARTICLE VI, NONSTATUTORY BOARDS, COMMITTEES AND COMMISSIONS, DIVISION 1., SECTIONS 2-311(C), AND 2-322 AND DIVISION 7., SECTION 2-432 PROVIDING FOR RESIDENCY AND OTHER REQUIREMENTS FOR SAMUEL S. BROWN SCHOLARSHIP FUND BOARD

There was no discussion on this item.

CONSIDERATION OF ORDINANCES ON FIRST READING

Item 8.A. ORDINANCE 2024-002

PUBLIC HEARING - APPROVING APPLICATION 02-TA-23; ADOPTING TEXT AMENDMENTS TO THE CITY OF LAUDERDALE LAKES' COMPREHENSIVE PLAN; PROVIDING FOR UPDATES TO THE FUTURE LAND USE ELEMENT; PROVIDING FOR TRANSMITTAL OF THE AMENDMENTS

TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY, THE BROWARD COUNTY PLANNING COUNCIL AND SUCH OTHER AGENCIES AS SHALL BE REQUIRED TO COMPLY WITH CHAPTER 163, FLORIDA STATUTES

Planner II, Stephen Smith, provided background information on the proposed text amendments to the Comprehensive Plan brought about by the Broward County Planning Council.

Mayor Edwards Phillips inquired as to the mining activities.

Mr. Smith advised that the County wants to ensure that measures are in place. However, currently there are no mining activities in Lauderdale Lakes.

CONSIDERATION OF RESOLUTIONS ON REGULAR AGENDA

10.A. RESOLUTION 2024-019

AWARDING AND AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST RESPECTIVELY THAT CERTAIN CONTRACT NO. ITB 24-6310-03B TO ATC ENGINEERING, INC. TO CONDUCT THE NW 49TH AVENUE ROADWAY AND DRAINAGE IMPROVEMENT PROJECT FOR AN AMOUNT NOT TO EXCEED ONE MILLION TWO HUNDRED FORTY THOUSAND ONE HUNDRED AND TWENTY TWO DOLLARS (\$1,240,122.00) AND FURTHER AUTHORIZING AN AWARD OF ONE HUNDRED AND FIFTY THOUSAND DOLLARS (\$150,000) FOR A CONTINGENCY WITH A TOTAL AMOUNT NOT TO EXCEED OF ONE MILLION THREE HUNDRED NINETY THOUSAND ONE HUNDRED TWENTY TWO DOLLARS (\$1,390,122.00)

Public Works Director, Mr. Ron Desbrunes, explained that the project consisted of the installation of 6,000 draining pipes on NW 49th Avenue. There has been issues with flooding and the rainy season is near. There have been complaints in regards to the condition of the road. This project will address all issues at once. The project was designed by RJ Behar. Nine bids were reviewed and the most responsive and lowest bid was ATC Engineering, Inc. Staff recommends awarding the project to R.J. Behar. Once approved, the start date for the project will be the first week of June.

Commissioner Causwell asked if the City of Lauderhill will continue the project once it crossed over into their territory.

Mr. Desbrunes stated that the City will coordinate with the City of Lauderhill but most of the issues are in Lauderdale Lakes.

Commissioner Thomas asked if the indentations on NW 26th Street will be repaired.

Mr. Desbrunes stated that the road will be resurfaced like new again.

10.B. RESOLUTION 2024-020

AUTHORIZING THE AMENDMENT OF TASK ORDER TO R.J. BEHAR & COMPANY TO CONTINUE PERFORMANCE OF PROFESSIONAL ENGINEERING SERVICES TO THE CITY OF LAUDERDALE LAKES IN EXECUTING THE NW 49TH AVENUE ROADWAY AND DRAINAGE IMPROVEMENT PROJECT BY MONITORING PROGRESS OF THE CONSTRUCTION AND OTHER RELATED PROFESSIONAL SERVICES FOR AN AMOUNT NOT TO EXCEED THIRTY-SEVEN THOUSAND SIX HUNDRED TWENTY EIGHT DOLLARS (\$37,628.00) AND FURTHER INCLUDING A CONTINGENCY FEE OF TWELVE THOUSAND THREE HUNDRED AND SEVENTY TWO DOLLARS ((\$12,372.00) FOR A TOTAL AMENDMENT AMOUNT NOT TO EXCEED FIFTY THOUSAND AND NO/100 DOLLARS (\$50,000.00)

Mr. Desbrunes stated that this project goes hand in hand with the NW 49th drainage roadway project. R.J Behar & Company, Inc. will continue assisting the City in executing the improvement project by monitoring progress of the construction, preparing amendments to the plans as needed, providing technical responses to RFI's, and assisting in selection of a Contractor. This additional cost is \$37,628; however,

and additional amount of \$12,372 is requested as a contingency for a total amount of \$50,000. The revised budget for the task order is in an amount not to exceed \$190,000. The construction contract for this project is scheduled to be awarded in a subsequent resolution. R.J. Behar is the Engineer of Record for this project. They are required to conduct critical inspections and oversight to ensure that the project is built in accordance with the approved plans and specifications.

Mayor Edwards Phillips asked if R.J. Behar is going to monitor the construction of the project.

Mr. Desbrunes stated that the company will have an inspector on site and they will monitor the construction of the project.

Commissioner Causwell inquired as to the total cost of the project.

Mr. Desbrunes stated that the total cost is \$140,000.

10.C. RESOLUTION 2024-021

AUTHORIZING THE CITY MANAGER TO APPROVE A PROPOSAL IN THE AMOUNT OF FORTY-NINE THOUSAND NINE HUNDRED SEVENTY-FIVE (\$49,975.00) FROM KIMLEY-HORN AND ASSOCIATES TO PROVIDE ADA ASSESSMENT, COMPLIANCE REVIEW OF CITY RIGHT-OF-WAY FOR THE AREA BOUNDED BY THE FLORIDA TURNPIKE, OAKLAND PARK BOULEVARD, STATE ROAD 7 AND THE NORTHERN CITY LIMITS AND TO PROVIDE AN ADA REMEDIATION PLAN

Mr. Desbrunes spoke about city sidewalks being ADA compliant. He explained that the City may be subjected to fines if found not to be in compliance. He advised that staff recommends approval of Kimley-Horn and Associates to provide an ADA assessment, compliance review of the sidewalks.

Vice Mayor Spence stated that he believes that it is very important that the City comes into compliance with the particular areas mentioned.

10.D. RESOLUTION 2024-022

SUPPORTING SENATE BILL 470 AND HOUSE BILL 465 REQUIRING PUBLIC POST-SECONDARY EDUCATIONAL INSTITUTIONS TO REPORT INFORMATION RELATING TO THE STATUS OF STUDENTS WITH AN F-1 STUDENT VISA TO THE UNITED STATES DEPARTMENT OF HOMELAND SECURITY

This item is being pulled.

10.E. RESOLUTION 2024-023

APPOINTING A DIRECTOR, AN ALTERNATE AND SECOND ALTERNATE TO THE BROWARD LEAGUE OF CITIES FOR 2024-2025

Vice Mayor Spence advised that he would like to be appointed as the Director.

10.F. RESOLUTION 2024-024

RESOLVING TO OMIT TO FILL THE VACANCY IN CITY COMMISSION SEAT 1

City Attorney Calloway referred to Section 3.10. - Vacancies; forfeiture of office; filling of vacancies. He advised that the resolution seeks to determine whether or not the City Commission opts to fill the vacancy occurring October 31, 2024, in the office of a commissioner for Seat #1 by an appointment or leave the seat open until the next election.

There was discussion in regard to the timeframe of the resignation, whether or not an appointment will be

made for, and the Office of City Commissioner Seat #1 being on the ballot.

Former Commissioner Beverly Williams made a public comment asking if the seat is open and if it will be on the ballot.

City Attorney Calloway advised that the seat will be on the November 2024 ballot.

4. DISCUSSION OF PROPOSED ORDINANCE(S)

5. ADDITIONAL WORKSHOP ITEMS

A. ADVISORY BOARDS' PRESENTATION TO THE CITY COMMISSION (BEAUTIFICATION ADVISORY BOARD AND HISTORIC PRESERVATION BOARD) (5:30 P.M. TIME CERTAIN)

Paul Martin, Chairperson of the Beautification Advisory Board, spoke of ongoing projects that are incomplete as follows: wrapping of utility boxes, We Care flags along Oakland Park Blvd., sidewalk and canal bank restoration program. The board recognizes residential properties who upkeep their property; participates in cleaning up in different neighborhoods; and essay competitions. He went on to speak about a monument sign needing replacing in Oriole Estates and about code violations

Caroline Fyffe, Chairperson of the Historic Preservation Board, advised that they are working on historical markers and recognizing members of the community that are 85 years old and over.

B. DISCUSSION REGARDING LOCAL VENDOR/TARGET MARKET PROGRAM (SPONSORED BY VICE MAYOR SPENCE)

Vice Mayor Spence advised that the Local Vendor/Target Market Program targets certain services that the City needs and could be provided by locally owned businesses.

Asheley Hepburn, Financial Services Director, provided a strategic initiative that allows for cities to engage with local businesses. He advised that a small business enterprise is necessary. Currently, there are only three service areas where the "Target Market Program" would be viable and be able to provide the City with the necessary competition, to solicit market pricing when conducting a bid. The service areas include Automotive/Motor Vehicle Repair, Restaurant/Caterers, and the Printer Services. Additionally, the City of Lauderdale Lakes does not have businesses with business tax receipts that provide painting services, sprinkler/irrigation services, fence contractors or transcription services. Staff's recommendation based upon the above information is to implement the revised language solely for services that allow for the greatest competition.

City Manager Brown Stubbs stated that staff will work on updating the procurement ordinance and bring it back to the City Commission for review. The pilot program will be implemented once the ordinance has been updated.

C. DISCUSSION REGARDING SENIOR EXEMPTION (SPONSORED BY VICE MAYOR SPENCE)

Vice Mayor Spence advised that the City can provide senior residents with an additional \$25,000 exemption on their property taxes. The cost to the City would be \$38,000.

Commissioner Thomas asked to confirm the cost to the City.

Mr. Hepburn advised that the cost to the City would be a loss of revenue in the amount of \$38,059. However, the stipulations limit those that can apply to receive this benefit. Mr. Hepburn explained how he came up with the assessment to determine who would qualify.

There was consensus from the City Commission to move forward. Commissioner Maxwell-Williams advised that she would like to do more research.

D. DISCUSSION REGARDING HOSTING THE 2024 UNIFEST EVENT IN THE CITY OF

LAUDERDALE LAKES IN COLLABORATION WITH THE GREATER CARIBBEAN AMERICAN CULTURAL COALITION

Ericka Lockett, Director of Parks and Human Services, advised that the Unifest event will be held on June 2, 2024. The City of Lauderdale Lakes have supported this event in collaboration with the Greater Caribbean American Cultural Coalition (GCACC).

Mr. Glenn Joseph of the GCACC, advised that this is the 30th anniversary of Unifest and they are looking to rebrand as they are focusing on the youth. The World Cup Cricket is coming to Broward County and the focus will be on cricket and culture for the youth.

Ms. Ingrid Roberts expounded on the cricket sport and advised that it will be an exciting time. Unifest wants to showcase the city by bringing cricket to the City of Lauderdale Lakes. She spoke about incorporating cricket in the Unifest event for the youth.

E. DISCUSSION REGARDING VOUCHER DISTRIBUTION (SPONSORED BY COMMISSIONER CAUSWELL)

Commissioner Causwell spoke about the registration process of the past voucher distribution and advised that the City Commission did not approve an Event Brite only registration.

Ms. Lockett advised that staff attempted to do due diligence by providing staff to handle registration calls, setting up times for certain elderly residents to sign up and assisting with Event Brite registrations.

Mayor Edwards Phillips asked how many staff members were provided to assist with registrations.

Ms. Lockett stated that there were four staff members assigned to the registration via the phone, and the phone calls were rolled over, however, there was no voicemail option.

F. DISCUSSION REGARDING VACANCY IN CITY COMMISSION SEAT 1

This item was discussed at the March 26, 2024 Commission agenda review.

G. DISCUSSION REGARDING CONSOLIDATION OF THE COMMISSION WORKSHOP AND THE COMMISSION MEETING (SPONSORED BY COMMISSIONER MAXWELL-WILLIAMS)

Commissioner Maxwell-Williams advised that items discussed on Monday at the workshop are then repeated on Tuesdays. She suggested having both on Tuesdays and eliminate Monday workshops.

Commissioner Causwell stated that she prefers the workshops on Monday and the commission meetings on Tuesdays.

Commissioner Thomas stated that she prefers the workshops on Monday and the commission meetings on Tuesdays as well.

Mayor Edwards Phillips stated she would like to keep the meetings on the two separate nights.

H. DISCUSSION REGARDING AUTHORIZING CITY MANAGER TO SUBMIT APPLICATION TO BROWARD COUNTY SEEKING ALLOCATION OF FUNDING FOR THE 50TH YEAR COMMUNITY DEVELOPMENT BLOCK GRANT ("CDBG") FUNDING CYCLE FOR THE CITY'S MINOR HOME REPAIR PROGRAM, SENIOR TRANSPORTATION PROGRAM AND QUALITY OF LIFE ENHANCEMENT PROGRAM, SUBJECT TO REQUIRED PUBLIC NOTICE AND PENDING HEARINGS HELD ON MARCH 25, 2024 AND APRIL 9, 2024

Ms. Tanya Davis-Hernandez, Director of Development Services, spoke about continuing the Minor Home Repair program by submitting the 50th year CDBG Program application. Staff recommends to continue the program based on the need, since there are no other programs available to the Lauderdale Lakes residents to assist with making the necessary repairs to stay in their home given the high price of housing and inflation in general. The Hurricane Loss Mitigation Program (HLMP)

is of great assistance to meet the needs to harden our homes, however; HLMP does not account for electrical, plumbing, mechanical and other needs in the home such as ADA accessibility. Furthermore, HLMP does not provide assistance to homes with a common party wall, meaning all homes in the program must be single family detached dwelling. The proposed amount of \$232,079 provided under the Agreement shall be used by City to continue the Minor Home Repair.

Ms. Lockett stated that the Parks and Human Services will be applying for the Senior Transportation Program. This program provides low/moderate income senior residents with an affordable and comprehensive means of transportation. This program provides portal-to-portal transportation for low/moderate income senior residents 62 or more years of age of the City of Lauderdale Lakes. The bus will be operated by a private contractor. The estimated funding amount is \$45,000. The other program is the Quality of Life Enhancement which is designed for low/moderate income seniors 62 or more years of age. The program is titled Life Long Learning for Seniors. The Life Long Learning for Seniors component is designed to help senior residents of the City maintain an optimum quality of life, while supporting their dignity, self-sufficiency, health and safety. The program provides for programs offered Monday through Friday. The estimated funding is \$15,000.

Vice Mayor Spence asked which homes qualify for the Minor Home Repair program.

Ms. Davis-Hernandez said all homes in the City that have not any illegal work done can qualify, as long as the applicant is income eligible.

Commissioner Causwell asked what is the maximum amount that each eligible home can qualify for.

Ms. Davis-Hernandez stated that the hope is to award \$42,500 for each eligible home and it is based on construction costs.

6. REPORTS

A. UPDATE ON ARPA FUNDING

Update on ARPA/Loss Revenue Funding - February 2024.

Grants Coordinator, Heidi Brocks, stated that the funding for the broadband infrastructure must be encumbered by December 2024 and spent by December 2026. It was determined that completing this project would not exhaust the entire \$932,180, so remaining funds could be reallocated to other projects. It estimated to cost approximately up to \$300,000 to complete this project. Approximately, a balance of \$632,180 would remain available to spend on other projects.

Ms Brocks also provided an update on the citywide drainage and canal rehabilitation projects, response to public health and economic impacts of COVID-19 and the home ownership assistance. She asked for consensus from the City Commission to prioritize the programs that they are interested in pursuing.

B. PETITIONS FROM THE PUBLIC

a. Alcee Hastings Parkway update

b. Ms. Hay Tench of Hawaiian Gardens - Hawaiian Gardens needs to be cleaned up

c. Ms. Erica Holmes - badly broken sidewalks at the Diamond Building

d. Ms. Benita Johnson of Hawaiian Gardens - vehicle burglary and suspicious person in her neighborhood

Mr. Maqsood Nasir, City Engineer, stated that there are certain requirements that must be done to combine the Alcee Hastings Parkway and 43rd Avenue signage. The first requirement is to do a structural analysis and design for the signage that must be done by a FDOT representative who is hired by the City. The associated costs is approximately \$65,000 at minimum. The report will then have to be sent to Broward County for approval, which is not guaranteed.

Mr. Desbrunes spoke of the concerns from a particular resident related to potential voting issues due to the address change. He spoke to a representative from Broward Supervisor of Elections and they confirmed there will be no issues with street name change relative to voting. The resident was

satisfied with the answer.

Vice Mayor Spence asked if the City could look at another city to see if the signage can be accommodated without hiring a consultant.

Mr. Desbrunes stated that there are signs in the city that already have the dual signage, however, a consultant is still needed to determine if the signage can handle high winds and other weather related issues.

Ms. Brown Stubbs stated that the other petitions from the public have been addressed and rectified by the Public Works department.

7. ADJOURNMENT

Being that there was no other business to come before the City Commission, the Workshop adjourned at 8:13 p.m.


VERONICA EDWARDS PHILLIPS, MAYOR

ATTEST:


VENICE HOWARD, CMC, CITY CLERK

