



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 AGENDA

Alfonso Gereffi Room

May 22, 2017

5:00 PM

Revised: May 19, 2017

1. CALL TO ORDER

2. ROLL CALL

3. DISCUSSION

MAY 23, 2017 AGENDA REVIEW

This discussion serves to review the May 23, 2017 Commission agenda.

4. DISCUSSION OF PROPOSED ORDINANCE(S)

- A.** PROPOSED ORDINANCE 2017-010 AMENDING RULE 13 OF SECTION 2-56 OF CHAPTER 2 OF THE CODE OF ORDINANCES TO CONFORM TO THE AMENDMENT TO THE CITY CHARTER APPROVED NOVEMBER, 2016; PROVIDING FOR PROCEDURES FOR ADOPTION OF ORDINANCES; PROVIDING FOR PROCEDURES FOR ADOPTION OF RESOLUTIONS ON CONSENT AGENDA

This Ordinance aligns Rule 13 of Section 2-56 of Chapter 2 of the Code of Ordinances with the results of the November 2016 Municipal Election.

5. ADDITIONAL WORKSHOP ITEMS

- A.** UPDATE REGARDING FPL IMPROVEMENTS TO LIGHTS AND SERVICE LIABILITY (5:30 P.M. TIME CERTAIN)

Florida Power and Light (FPL) is in the process of replacing 149 power poles within the City of Lauderdale Lakes. In addition, FPL is investigating the possibility of replacing all street lights within the City with LED Lights.

- B.** DISCUSSION REGARDING ESTABLISHING THE EVALUATION PERIOD FOR THE CITY ATTORNEY

This is a discussion to establish the evaluation period for the City Attorney.

- C.** DISCUSSION REGARDING RELATED ZONING ISSUES DUE TO THE EXPANSION OF HENDERSON CLINIC

This is a continued discussion on the expansion of Henderson Clinic to facilitate the grant received from the Department of Children and Families by the entity.

- D.** DISCUSSION REGARDING SUBSECTIONS 6-7 AND 6-8 OF CHAPTER 6 OF THE CODE OF ORDINANCES PERTAINING THE OPERATING HOURS OF NIGHTCLUBS AND LOUNGES AND THE SALE AND CONSUMPTION OF ALCOHOLIC BEVERAGES

This is a discussion regarding a code revision to address inconsistency between Sec. 6.7 and Sec. 6.8 of the Code of Ordinances as it relates to the hours of operation by nightclubs and lounges and

the sale and consumption of alcohol beverages, along with the security requirements .

E. DISCUSSION REGARDING JUNETEENTH DAY

This is a discussion on Juneteenth Day, the oldest known celebration commemorating the ending of slavery in the United States. Juneteenth Day is Celebrated on June 19th each year.

F. DISCUSSION REGARDING A RESOLUTION ESTABLISHING RULES AND PROCEDURES WITH REGARD TO PROVIDING RESERVED SEATING FOR CITY STAFF, DESIGNATED PROVIDERS AND SPECIAL GUESTS

This is a discussion regarding a proposed Resolution which would establish rules and procedures for seating in the Commission Chambers and Alfonso Gereffi room.

G. UPDATE ON THE CITY'S CAPITAL IMPROVEMENT PROJECTS

This is an update on the City's FY 2017 Capital Improvement Projects.

6. REPORTS

FUTURE MEETINGS:

Next Scheduled Commission Workshop: June 12, 2017 at 5:00 p.m.

Next Scheduled Commission Meeting: June 13, 2017 at 7:00 p.m.

PLEASE TURN OFF ALL CELL PHONES DURING THE MEETING

If a person decides to appeal any decision made by the Board, Agency, or Commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (FS 286.0105)

Any person requiring auxiliary aids and services at this meeting may contact the City Clerk's Office at (954) 535-2705 at least 24 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by using the following numbers: 1-800-955-8770 or 1-800-955-8771.

**Mayor Hazelle Rogers, Vice-Mayor Veronica Edwards Phillips,
Commissioner Sandra Davey, Commissioner Gloria Lewis, Commissioner Beverly Williams**

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: No

Contract Requirement: No

Title

MAY 23, 2017 AGENDA REVIEW

Summary

This discussion serves to review the May 23, 2017 Commission agenda.

Staff Recommendation

Background:

Funding Source:

Sponsor Name/Department: Phil Alleyne, City Manager

Meeting Date: 5/22/2017

ATTACHMENTS:

Description	Type
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 May 23, 2017 Commission Agenda	Backup Material
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City of Lauderdale Lakes

Commission Meeting Agenda

Commission Chambers

May 23, 2017

5:00 PM

**Mayor Hazelle Rogers - Vice-Mayor Veronica Edwards Phillips
Commissioner Sandra Davey - Commissioner Gloria Lewis - Commissioner Beverly Williams**



City of Lauderdale Lakes Commission Meeting

Welcome to the City Commission Meeting

We are pleased that you have demonstrated an interest in the City of Lauderdale Lakes by attending a Commission Meeting. We hope you enjoy the meeting and will attend more of these meetings in the future.

GENERAL RULES AND PROCEDURES FOR PUBLIC PARTICIPATION AT COMMISSION MEETINGS:

Please turn off or silence cellphones. Any person requiring Auxiliary Aids and services at the meeting must contact the City Clerk's Office at 954-535-2705 at least 24 hours prior to the meeting.

If you or someone you know is hearing or speech impaired, please call Florida Relay Service at 1-800-955-8770 or 8771.

- **Who May Speak** - Any individual who wishes to address the City Commission may do so providing it is accomplished in an orderly manner and in accordance with the procedures outline in Sec. 2-54 (2) of the Code of Ordinances.
- **Petitions From the Public** - Each person desiring to petition the city commission will be allotted five-minutes under the applicable order of business for the city commission meeting. Petitions from the Public shall not exceed 30 minutes in aggregate time. The Mayor at his/her discretion may allow more time than the allotted time.
- **Speaking on items not on the Agenda** - Each person who wishes to address the commission must sign in with the City Clerk before 7:00 p.m. and will be seated in a designated area near the Podium. Names will be called in the order received. The speaker shall step up to the speaker's podium and shall give his/her name and address.
- **Speaking on an item on the Agenda** - Individuals wishing to speak on an item on the Agenda need only to raise their hand to be recognized by the Mayor.

The Commission Meeting is a business meeting, please conduct yourselves in a respectful and professional manner, both in tone of voice, as well as choice of words.

Please direct your comments to the Commission as a body through the presiding office and not to the audience or individual commissioner.

As your commission we will abide by the debate and decorum rules which provides for each commissioner to speak 10 minutes at a time on each subject matter. After every commissioner have spoken the Mayor will provide for other comments.

The above represents a summarization of the rules and procedures as adopted by Ordinance. Copies of the Code Section related to rules and procedures are available from the City Clerk's office.



City of Lauderdale Lakes

Office of the City Clerk

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-
1. **CALL TO ORDER**
 2. **ROLL CALL**
 3. **INVOCATION AND PLEDGE OF ALLEGIANCE**
 - A. INVOCATION PROVIDED BY: REVEREND JOY TOMLINSON OF INTERNATIONAL FAITH CHRISTIAN FELLOWSHIP CHURCH
 - B. PLEDGE OF ALLEGIANCE LED BY: JOSHUA I. GRANT
 4. **PROCLAMATIONS/PRESENTATIONS**
 - A. PROCLAMATION PROCLAIMING JUNETEENTH DAY
 - B. PROCLAMATION PROCLAIMING UNIFEST DAY
 - C. PROCLAMATION PROCLAIMING CARIBBEAN HERITAGE MONTH
 5. **APPROVAL OF MINUTES FROM PREVIOUS MEETING**
 - A. APPROVAL OF MINUTES
 - May 8, 2017 Commission Workshop Minutes
 - May 9, 2017 Commission Meeting Minutes
 6. **PETITIONS FROM THE PUBLIC**
 - A. PETITIONS FROM THE PUBLIC

All petitioners must sign in with the City Clerk and will be seated in a designated area. Petitioners will be allowed to speak for five (5) minutes. Petitions from the Public will not exceed 30 minutes in aggregate time.
 7. **CONSIDERATION OF ORDINANCES ON SECOND READING**
 8. **CONSIDERATION OF ORDINANCES ON FIRST READING**
 - A. ORDINANCE 2017-010 AMENDING RULE 13 OF SECTION 2-56 OF CHAPTER 2 OF THE CODE OF ORDINANCES TO CONFORM TO THE AMENDMENT TO THE CITY CHARTER APPROVED NOVEMBER, 2016; PROVIDING FOR PROCEDURES FOR ADOPTION OF ORDINANCES; PROVIDING FOR PROCEDURES FOR ADOPTION OF RESOLUTIONS ON CONSENTAGENDA

This Ordinance aligns Rule 13 of Section 2-56 of Chapter 2 of the Code of Ordinances with the results of the November 2016 Municipal Election.
 - B. ORDINANCE 2017-011 AMENDING SECTION 2-212 OF CHAPTER 2 AND AMENDING SECTION 82-355 OF CHAPTER 82 TO PROVIDE FOR CONSISTENCY, BOTH OF THE CODE OF ORDINANCES; PROVIDING FOR A RESTATEMENT OF THE CITY MANAGER'S SPENDING PREROGATIVES WITH RESPECT TO THE PURCHASE OR CONTRACTING FOR GOODS, SERVICES OR CAPITAL IMPROVEMENTS; PROVIDING FOR THE

DELETION OF REDUNDANT PROVISIONS REGARDING THE MAYOR

This ordinance amends the Chapter 2-212, Administration, Powers and duties and the Chapter 82-355, Procurement Code, Responsibilities and authority.

- C.** ORDINANCE 2017-012 AMENDING SUB-SECTION (A)(1)L, LOCAL BUSINESS PREFERENCE OF SECTION 82-356 OF THE CODE OF ORDINANCES; PROVIDING FOR A REVISION TO THE METHODS OF SOURCE SELECTION BY INCREASING THE LOCAL PREFERENCE ELEMENT FROM FIVE (5%) PERCENT TO TEN (10%) PERCENT OF THE LOW BID

This ordinance amends Chapter 82-356, Procurement Code, Methods of source selection.

9. CONSIDERATION OF RESOLUTIONS ON CONSENT AGENDA

10. CONSIDERATION OF RESOLUTIONS ON REGULAR AGENDA

- A.** RESOLUTION 2017-068 URGING PRESIDENT DONALD TRUMP AND THE UNITED STATES DEPARTMENT OF HOMELAND SECURITY TO EXTEND TEMPORARY PROTECTED STATUS FOR HAITIAN NATIONALS

This Resolution urges the Honorable President, Donald Trump, with full support of the Secretary of Homeland Security, John F. Kelly, to extend Temporary Protected Status for Haitian nationals for at least another 18-month period.

- B.** RESOLUTION 2017-069 APPROVING CONDITIONAL USE APPLICATION #01-CU-17, OF XCELL PROFESSIONAL AUTO CARE & ACCESSORIES, INC., THROUGH JASON SMITH, FOR DETAILING AND STEAM CLEANING OF MOTOR VEHICLES

This Resolution would approve conditional use Application # 01-CU-17, to operate detailing and steam cleaning of motor vehicles, within the Lauderdale Lakes Industrial Park, subject to certain limitations and conditions.

11. CORRESPONDENCE

12. REPORT OF THE MAYOR

13. REPORT OF THE VICE MAYOR

14. REMARKS OF THE COMMISSIONERS

15. REPORT OF THE CITY MANAGER

16. REPORT OF THE CITY ATTORNEY

17. ADJOURNMENT

PLEASE TURN OFF ALL CELL PHONES DURING THE MEETING

If a person decides to appeal any decision made by the Board, Agency, or Commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (FS 286.0105)

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Mayor Hazelle Rogers - Vice-Mayor Veronica Edwards Phillips
Commissioner Sandra Davey - Commissioner Gloria Lewis - Commissioner Beverly Williams

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: No

Contract Requirement: No

Title

PROPOSED ORDINANCE 2017-010 AMENDING RULE 13 OF SECTION 2-56 OF CHAPTER 2 OF THE CODE OF ORDINANCES TO CONFORM TO THE AMENDMENT TO THE CITY CHARTER APPROVED NOVEMBER, 2016; PROVIDING FOR PROCEDURES FOR ADOPTION OF ORDINANCES; PROVIDING FOR PROCEDURES FOR ADOPTION OF RESOLUTIONS ON CONSENT AGENDA

Summary

This Ordinance aligns Rule 13 of Section 2-56 of Chapter 2 of the Code of Ordinances with the results of the November 2016 Municipal Election.

Staff Recommendation

Background:

- Sec. 2-56. - Ordinances and resolutions - Rule 13. The following procedures shall govern the adoption of ordinances and resolutions of the city:

(2) *Procedure for adoption of ordinances.* ~~The proposed ordinance shall be read in full on first reading and by title only on second reading on at least two separate dates, at either regular or special meetings of the city commission; provided, however, upon the affirmative vote of five members of the city commission, the necessity that the ordinance be read in full on first reading may be waived. The procedure for adoption of ordinances on an emergency basis shall be governed by the specific provisions elsewhere set forth herein. Except as provided in Section 166.041(2)(c), Florida Statutes, a proposed ordinance may be read by title only, on at least 2 separate days and shall, at least 10 days prior to adoption, be noticed once in a newspaper of general circulation in the municipality; provided, however, upon motion adopted by the majority of a quorum present, a proposed ordinance shall be read in full. The notice of proposed enactment shall state the date, time, and place of the meeting; the title or titles of proposed ordinances; and the place or places within the municipality where such proposed ordinances may be inspected by the public. The notice shall also advise that interested parties may appear at the meeting and be heard with respect to the proposed ordinance. Otherwise, the provisions of Section 166.041, Florida Statutes, as amended from time to time shall control.~~

(3) *Consent agenda for adoption of resolutions.* The city clerk shall establish a consent agenda for the adoption of resolutions upon advice and direction of the city manager, and review by the Mayor. All items appearing on such consent agenda may be adopted on a roll call vote by the affirmative vote of five commissioners, unless an item is first pulled from the agenda as hereinafter provided. If such consent agenda does not receive ~~five~~ three affirmative votes, the commission may delete resolutions from such consent agenda or it may proceed to consider such resolutions individually. Each commissioner and the mayor shall be entitled to remove an item from the consent agenda before the vote on the consent agenda. A member of the public may seek the removal of an item from the consent agenda for discussion, through a commissioner or the mayor. Such removal shall be subject to the discretion of the commissioner or the mayor.

Funding Source:

Not applicable

Sponsor Name/Department: Sharon Houslin, City Clerk

Meeting Date: 5/22/2017

ATTACHMENTS:

Description	Type
Ordinance 2017-010	Ordinance

ORDINANCE 2017-010

AN ORDINANCE AMENDING RULE 13 OF SECTION 2-56 OF CHAPTER 2 OF THE CODE OF ORDINANCES TO CONFORM TO THE AMENDMENT TO THE CITY CHARTER APPROVED NOVEMBER, 2016; PROVIDING FOR PROCEDURES FOR ADOPTION OF ORDINANCES; PROVIDING FOR PROCEDURES FOR ADOPTION OF RESOLUTIONS ON CONSENT AGENDA; PROVIDING FOR ADOPTION OF REPRESENTATIONS; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR INCLUSION IN CODE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Charter of the City was amended pursuant to referendum vote in November, 2016, whereby the electorate determined to adopt the procedures set forth in Section 166.041, Florida Statutes, with regard to the adoption of ordinances, and

WHEREAS, the City Commission desires to conform the City Code to such change,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES as follows:

SECTION 1. ADOPTION OF REPRESENTATIONS: The foregoing Whereas Clauses are hereby ratified and confirmed as being true, and the same are hereby made a specific part of this Ordinance.

SECTION 2. AMENDMENT: Sub-section 2 of Rule 13 of Section 2-56 of Chapter 2 of the Code of Ordinances is hereby amended to read as follows:

- **Sec. 2-56. - Ordinances and resolutions.**

Rule 13. The following procedures shall govern the adoption of ordinances and resolutions of the city:

(1)

Form. Each ordinance or resolution shall be introduced in writing and shall embrace but one subject and matters properly connected therewith. The subject shall be clearly stated in the title. No ordinance shall be revised or amended by reference to its title only. Ordinances to revise or amend shall

set out in full revised or amended act, section, subsection or paragraph of a section or subsection.

(2)

Procedure for adoption of ordinances. ~~The proposed ordinance shall be read in full on first reading and by title only on second reading on at least two separate dates, at either regular or special meetings of the city commission; provided, however, upon the affirmative vote of five members of the city commission, the necessity that the ordinance be read in full on first reading may be waived. The procedure for adoption of ordinances on an emergency basis shall be governed by the specific provisions elsewhere set forth herein.~~ Except as provided in Section 166.041(2)(c), Florida Statutes, a proposed ordinance may be read by title only, on at least 2 separate days and shall, at least 10 days prior to adoption, be noticed once in a newspaper of general circulation in the municipality; provided, however, upon motion adopted by the majority of a quorum present, a proposed ordinance shall be read in full. The notice of proposed enactment shall state the date, time, and place of the meeting; the title or titles of proposed ordinances; and the place or places within the municipality where such proposed ordinances may be inspected by the public. The notice shall also advise that interested parties may appear at the meeting and be heard with respect to the proposed ordinance. Otherwise, the provisions of Section 166.041, Florida Statutes, as amended from time to time shall control.

(3)

Consent agenda for adoption of resolutions. The city clerk shall establish a consent agenda for the adoption of resolutions upon advice and direction of the city manager, and review by the Mayor. All items appearing on such consent agenda may be adopted on a roll call vote by the affirmative vote of five commissioners, unless an item is first pulled from the agenda as hereinafter provided. If such consent agenda does not receive ~~five~~ three affirmative votes, the commission may delete resolutions from such consent agenda or it may proceed to consider such resolutions individually. Each commissioner and the mayor shall be entitled to remove an item from the consent agenda before the vote on the consent agenda. A member of the public may seek the removal of an item from the consent agenda for discussion, through a commissioner or the mayor. Such removal shall be subject to the discretion of the commissioner or the mayor.

(4)

Referral of items from consent agenda. All resolutions not adopted on the applicable consent agenda shall be referred to and considered under the applicable agenda item, provided that items referred from the consent agenda shall be considered before items enumerated on the nonconsent agenda in the order in which such referred item appeared on the consent agenda.

(5)

Reading of consent agenda. Each resolution on the applicable consent agenda shall be read by title only. After the reading of all of the titles to each resolution on the applicable consent agenda the agenda may be adopted en masse by the affirmative roll call vote of ~~five~~ three commissioners.

(6)

Second reading of an ordinance. The second reading of an ordinance shall be had at a meeting subsequent to that at which the ordinance was read for the first time; provided, however, that the city commission may by a two-thirds vote enact an emergency ordinance without complying with such reading requirements in accordance with the procedures set forth at section 3.18 of the Charter.

(7)

Amendments to ordinances. If a proposed ordinance is amended, the final reading of an ordinance shall be as amended.

(8)

Reading of resolutions. Resolutions shall be read one time by title only, unless a city commissioner requests that a resolution be read in full, and final action thereon may be had immediately after such reading.

(9)

Recordation of final vote. A recordation of the final vote of each ordinance [shall be] by the recording thereof under the attestation of the city clerk in the form determined by the acting city manager; provided, however, that the failure to reflect such vote shall not invalidate the applicable legislation.

(10)

Final vote on resolutions. A recordation of the final vote of each resolution [shall be] by the recording thereof under the attestation of the city clerk in the form determined by the acting city manager; provided, however, that the failure to reflect such vote shall not invalidate the applicable legislation.

(11)

Concept of ordinance to be presented at commission workshop. Prior to the administration putting proposed legislation on the agenda for a city commission meeting, a sponsor of a proposed ordinance shall cause the same or the concept thereof to be introduced at a commission workshop meeting through the city manager. The passage of any ordinance without compliance with the procedures hereby established shall not affect the validity of such ordinance. The consideration of a resolution shall not require that the same be first reviewed at a commission workshop prior to its consideration by the city commission.

SECTION 3. CONFLICT: All ordinances or Code provisions in conflict herewith are hereby repealed.

SECTION 4. SEVERABILITY: If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

SECTION 5. INCLUSION IN CODE: It is the intention of the City Commission of the City of Lauderdale Lakes that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the City of Lauderdale Lakes and that the sections of this Ordinance may be renumbered or relettered and the word "Ordinance" may be changed to "Chapter," "Section," "Article" or such other appropriate word or phrase, the use of which shall accomplish the intentions herein expressed; provided, however, that Section 1 hereof or the provisions contemplated thereby shall not be codified.

SECTION 6. EFFECTIVE DATE: This Ordinance shall become effective immediately upon its final passage.

PASSED ON FIRST READING ON THE 23RD DAY OF MAY, 2017.

PASSED ON SECOND ON THE _____ DAY OF JUNE, 2017.

HAZELLE ROGERS, MAYOR

ATTEST:

SHARON HOUSLIN, CITY CLERK

JCB:jla

Sponsored by: SHARON HOUSLIN, City Clerk

VOTE:

Mayor Hazelle Rogers	_____	(For)	_____	(Against)	_____	(Other)
Vice-Mayor Veronica Edwards Phillips	_____	(For)	_____	(Against)	_____	(Other)
Commissioner Sandra Davey	_____	(For)	_____	(Against)	_____	(Other)
Commissioner Gloria Lewis	_____	(For)	_____	(Against)	_____	(Other)
Commissioner Beverly Williams	_____	(For)	_____	(Against)	_____	(Other)

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact:

Contract Requirement:

Title

UPDATE REGARDING FPL IMPROVEMENTS TO LIGHTS AND SERVICE LIABILITY (5:30 P.M. TIME CERTAIN)
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Summary

Florida Power and Light (FPL) is in the process of replacing 149 power poles within the City of Lauderdale Lakes. In addition, FPL is investigating the possibility of replacing all street lights within the City with LED Lights.

Staff Recommendation

Background:

On February 7th, 2017, Florida Power & Light informed the City of Lauderdale Lakes that they will be working to strengthen the main power line serving the area. The project consists of the replacement of 149 existing old wooden poles with reinforced concrete poles in order to improve reliability and provide redundancy in the power system. The area to be affected is located between Rock Island and State Road 7 from NW 39th Street to NW 49th Street. Power interruptions are expected to be kept at a minimum and all residents and businesses will be notified in advance of any interruptions. The project is expected to be completed by December 2017.

In addition, FPL is also investigating the feasibility of replacing all street lights within the City with LED lights. Staff will update the City Commission on the feasibility and potential benefits to the City as soon as this information is provided by FPL.

Funding Source:

Not applicable

Sponsor Name/Department: Ronald Desbrunes, Director of Public Works & Robin Soodeen, Facilities/Fleet/Street Light Administra

Meeting Date: 5/22/2017

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Project Location Map	Backup Material

PROJECT LOCATION MAP - POLES REPLACEMENT



CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: No

Contract Requirement: No

Title

DISCUSSION REGARDING ESTABLISHING THE EVALUATION PERIOD FOR THE CITY ATTORNEY

Summary

This is a discussion to establish the evaluation period for the City Attorney.

Staff Recommendation

Background:

Not applicable

Funding Source:

Not applicable

Sponsor Name/Department: Phil Alleyne, City Manager

Meeting Date: 5/22/2017

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Copy of Resolution 2014-120 - City Attorney Evaluation	Backup Material
<input type="checkbox"/> City Attorney Performance Evaluation Form	Backup Material

Approved

RESOLUTION 2014-120

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES ACCEPTING THE TALLY-REPORT WITH REGARD TO THE EVALUATION OF THE CITY ATTORNEY'S PERFORMANCE, BASED UPON THE EVALUATION CONCLUDED OCTOBER 27, 2014; PROVIDING FOR THE ADOPTION OF REPRESENTATIONS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Attorney's performance was evaluated by the Mayor and four City Commissioners holding office as of September 30, 2014, and

WHEREAS, the performance evaluation reflected that the City Attorney has met and is meeting reasonable standards and expectations, as more fully set forth upon the tally-report attached hereto as Exhibit A, and

WHEREAS, based on the City Attorney's performance ranking and the compiled tabulated performance evaluation it is appropriate to provide the City Attorney with an increase in his annual retainer of three (3%) percent, and

WHEREAS, the City Commission has determined that it is appropriate to accept such report,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES AS FOLLOWS:

Section 1. ADOPTION OF REPRESENTATIONS: The foregoing Whereas paragraphs are hereby ratified and confirmed as being true, and the same are hereby made a specific part of this Resolution.

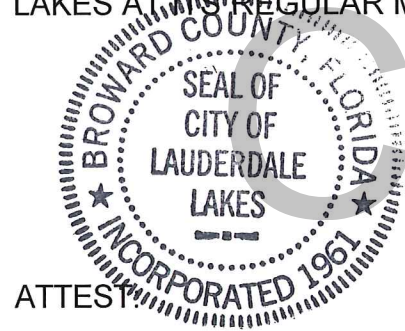
Section 2. ACCEPTANCE OF TALLY-REPORT; RATIFICATION: The City Commission hereby accepts the tally-report prepared under the City Manager's Office,

Commissioners, holding office as of September 30, 2014, as more fully reflected upon Exhibit A, attached hereto. Furthermore, the appointment of James C. Brady, acting through James C. Brady, P. A., and as a partner in Arnstein & Lehr LLP, is hereby ratified in accordance with and subject to Resolution No. 2012-138.

Section 3. ANNUAL RETAINER INCREASE: Provide for an annual retainer increase for the City Attorney of three (3%) percent to be effective retroactive to October 1, 2014.

Section 4. EFFECTIVE DATE: This Resolution shall take effect immediately upon its final passage.

ADOPTED BY THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES AT ITS REGULAR MEETING HELD OCTOBER 28, 2014.




BARRINGTON A. RUSSELL, SR., MAYOR


SHARON HOUSLIN, CITY CLERK
JCB:jla

Sponsored by: MAYOR BARRINGTON A. RUSSELL, SR

VOTE:

Vice-Mayor Eileen Rathery	<input checked="" type="checkbox"/> (For)	____ (Against)	____ (Other)
Commissioner Edwina Coleman	<input checked="" type="checkbox"/> (For)	____ (Against)	____ (Other)
Commissioner Eric Haynes	<input checked="" type="checkbox"/> (For)	____ (Against)	____ (Other)
Commissioner Gloria Lewis	<input checked="" type="checkbox"/> (For)	____ (Against)	____ (Other)
Commissioner Levoyd Williams	<input checked="" type="checkbox"/> (For)	____ (Against)	____ (Other)
Commissioner Patricia Williams	<input checked="" type="checkbox"/> (For)	____ (Against)	____ (Other)



EXHIBIT A

City of Lauderdale Lakes Compiled Tabulated Performance Evaluation

City Attorney

PURPOSE

The purpose of the compiled tabulated performance evaluation is to provide a comprehensive analysis of the individual ratings from the City Attorney's performance evaluation that the Mayor and City Commissioners completed.

PROCESS

1. The City Attorney prepares a memorandum to the Mayor/Commission including his self-evaluation in a narrative format, and shall return this to the Human Resources and Risk Management Director.
2. The Human Resources and Risk Management Director will copy and distribute the City Attorney's Performance Evaluation form, as well as the City Attorney's self evaluation to the Mayor/Commission for review.
3. The Mayor and each Commissioner will complete a performance evaluation for the City Attorney and shall return the completed form to the Human Resources and Risk Management Director.
4. The Human Resources and Risk Management Director will tabulate the results of the evaluation forms and create a compiled tabulated evaluation and provide the compiled tabulated evaluation to the Mayor/Commission for review.
5. The Mayor/Commission will meet with the City Attorney during a workshop meeting to discuss the compiled tabulated evaluation.
6. The City Attorney's compiled tabulated evaluation will be formally adopted by a resolution at a City Commission Meeting.
7. The City Clerk will forward a copy of the final executed performance evaluation to the City Attorney and will retain the original.

NOTE: The Mayor and four (4) Commissioners completed the performance evaluation for the City Attorney.

THIS SECTION WAS INTENTIONALLY LEFT BLANK

Compiled Tabulated Performance Evaluation City Attorney

RATING SCALE DEFINITIONS (1-3)

The lowest rating possible is one (1) which expresses the lowest level of work performance achieved and the highest rating possible is three (3) which expresses the highest level of work performance achieved.

Strengthening (1) Needed	The City Attorney's work performance does not consistently meet the standards of the position. Serious effort is needed strengthen and improve work performance.
Meets Job (2) Expectations	The City Attorney's work performance consistently meets the standards of the position.
Exceeds Job (3) Expectations	The City Attorney's work performance is frequently or consistently above the level of a satisfactory employee, and has a achieved an overall level of excellent performance.

I. Performance Evaluation and Achievements

<u>1. Mayor and City Commission/City Boards</u>	<u>1</u>	<u>2</u>	<u>3</u>
A. Provides sound legal advice to the City, Commission, City Boards and City staff.	—	2	3
B. Reporting to the City Commission, City Boards and City staff is timely, clear, concise and thorough.	—	2	3
C. Accepts direction/instructions in a positive manner.	—	2	3
D. Keeps the City Commission, City Board and City staff informed of current legal trends and new developments in case law and legislation, etc.	—	3	2

Comments:

- The CA provides solid advice and has an exceptional grasp of the complex field of municipal law. I find the CA extremely competent and fair, but most importantly consistent. The CA represents the City will which is readily apparent in the City's low exposure to claims.

2. Legal Research and Review

1 2 3

A. Effectively identifies legal issues and performs research and investigations. — 2 3

B. Effectively reviews and interprets legal instruments, reports and documents prepared by departments. — 2 3

Comments:

- The CA is extremely prepared and credibly justifies his rationale with case law and his many years of experience as a CA and litigator.

3. Public Relations

1 2 3

A. Works well with City Officials. — 1 4

B. Meeting and handling the public. — 2 3

Comments:

- One of the few CA's that welcome public engagement.

4. Communication

1 2 3

A. Oral communication is clear, concise and articulate. — 2 3

B. Written communications (e.g.) contracts, deeds, and other legal documents are clear, concise and accurate. — 2 3

Comments:

- Extremely thorough

5. Quantity/Quality

1 2 3

A. Amount of work performed. — 3 2

B. Completion of work on time. — 2 3

C. Accuracy. — 2 3

D. Thoroughness. — 2 3

Comments:

6. Personal Traits

1 2 3

A. Initiative.	1	2	3
B. Judgement.	—	2	3
C. Fairness and Impartiality.	—	2	3
D. Analytical Ability.	—	2	3

Comments:

7. <u>Litigation/Administrative Proceedings</u>	<u>1</u>	<u>2</u>	<u>3</u>
A. Provides timely and effective representation of the City's interest in litigation.	—	1	4
B. Provides timely and effective representation of the City's interest in administrative hearings.	—	1	4

Comments:

II. Future Goals and Objectives

Specific goals and objectives to be achieved during the next evaluation period: _____

Base Contract Increase Consideration for FY 2015 Effective October 1, 2014: (please indicate with an X which option you are recommending)

_____ 0% Base Contract Increase	Current Annual Base: \$93,712	New Annual Base: \$93,712
_____ 1% Base Contract Increase	Current Annual Base: \$93,712	New Annual Base: \$94,649
<u> 2 </u> 2% Base Contract Increase	Current Annual Base: \$93,712	New Annual Base: \$95,586
<u> 3 </u> 3% Base Contract Increase	Current Annual Base: \$93,712	New Annual Base: \$96,523
_____ Other (please indicate percentage increase)		

Comments:

- 2% Recommended for raise due to no raise in FY 2013.

For HRRM Use Only:

HRRM Director Signature:

Date Submitted:

Notes:

COPY

DRAFT
City of Lauderdale Lakes
Performance Evaluation

City Attorney

PURPOSE

The purpose of the City Attorney's performance evaluation and development report is to increase communication between the City Commission and the City Attorney concerning the performance of the City Attorney in the accomplishment of his assigned duties and responsibilities, and the establishment of specific work-related goals and objectives.

PROCESS

1. The City Attorney prepares a memorandum to the City Commission including his/her self-evaluation in a narrative format, and shall return this to the Human Resources and Risk Management Director.
2. The Human Resources and Risk Management Director will copy and distribute the City Attorney's Performance Evaluation form, as well as the City Attorney's self-evaluation to the City Commission for review.
3. The Mayor, Vice-Mayor and each Commissioner will complete a performance evaluation for the City Attorney and shall return the completed form to the Human Resources and Risk Management Director.
4. The Human Resources and Risk Management Director will tabulate the results of the evaluation forms and create a compiled tabulated evaluation and provide the compiled tabulated evaluation to the City Commission.
5. The City Commission will meet with the City Attorney during a special workshop to discuss his/her compiled tabulated evaluation.
6. The City Attorney's compiled tabulated evaluation will be formally adopted by a resolution at a City Commission Meeting.
7. The City Clerk will forward a copy of the final executed performance evaluation to the City Attorney and will retain the original.

INSTRUCTIONS

Review the City Attorney's work performance for the entire evaluation period (10/1/2011-9/30/2012); try to refrain from basing judgement on recent events or isolated incidents only. Disregard your general impression of the City Attorney and concentrate on one factor at a time.

Evaluate the City Attorney on the basis of standards you expect to be met for his position considering the length of time he has been serving as City Attorney. Check (✓) the number which most accurately reflects the level of performance for the factor appraised using the rating scale described below.

Per Florida Statue, you are prohibited from consulting with your colleagues regarding the City Attorney's performance evaluation. Any discussion regarding the City Attorney's performance evaluation must be done in the "Sunshine".

Performance Evaluation City Attorney

RATING SCALE DEFINITIONS (1-3)

The lowest rating possible is one (1) which expresses the lowest level of work performance achieved and the highest rating possible is three (3) which expresses the highest level of work performance achieved.

Strengthening (1) Needed	The City Attorney's work performance does not consistently meet the standards of the position. Serious effort is needed strengthen and improve work performance.
Meets Job (2) Expectations	The City Attorney's work performance consistently meets the standards of the position.
Exceeds Job (3) Expectations	The City Attorney's work performance is frequently or consistently above the level of a satisfactory employee, and has a achieved an overall level of excellent performance.

I. Performance Evaluation and Achievements

1. City Commission

	<u>1</u>	<u>2</u>	<u>3</u>
A. Provides sound legal advice to the City, Commission, City Boards and City staff.	—	—	—
B. Reporting to the City Commission, City Boards and City staff is timely, clear, concise and thorough.	—	—	—
C. Accepts direction/instructions in a positive manner.	—	—	—
D. Keeps the City Commission, City Board and City staff informed of current legal trends and new developments in case law and legislation, etc.	—	—	—

Comments:

2. Legal Research and Review

1 2 3

A. Effectively identifies legal issues and performs research and investigations.

B. Effectively reviews and interprets legal instruments, reports and documents prepared by departments.

Comments:

3. Public Relations

1 2 3

A. Works well with City Officials.

B. Meeting and handling the public.

Comments:

4. Communication

1 2 3

A. Oral communication is clear, concise and articulate.

B. Written communications (e.g.) contracts, deeds, and other legal documents are clear, concise and accurate.

Comments:

5. Quantity/Quality

1 2 3

A. Amount of work performed.

— — —

B. Completion of work on time.

— — —

C. Accuracy.

— — —

D. Thoroughness.

— — —

Comments:

6. Personal Traits

1 2 3

A. Initiative.

— — —

B. Judgement.

— — —

C. Fairness and Impartiality.

— — —

D. Analytical Ability.

— — —

Comments:

7. **Litigation/Administrative Proceedings**

1 2 3

A. Provides timely and effective representation of the City's interest in litigation.

B. Provides timely and effective representation of the City's interest in administrative hearings.

Comments:

II. **Future Goals and Objectives**

Specific goals and objectives to be achieved during the next evaluation period: _____

Print Name

Signature

Date of Completion

Submitted to Human Resources and Risk Management Director on: _____

For HRRM Use Only:

HRRM Director Signature:

Date Received:

Notes:

CITY OF LAUDERDALE LAKES

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Fiscal Impact: No

Contract Requirement: No

Title

DISCUSSION REGARDING RELATED ZONING ISSUES DUE TO THE EXPANSION OF HENDERSON CLINIC

Summary

This is a continued discussion on the expansion of Henderson Clinic to facilitate the grant received from the Department of Children and Families by the entity.

Staff Recommendation

Background:

Possible options for the consideration of the City Commission.

1. Monitoring the operation by obtaining information from BSO on the facilities within Broward County for the next 6 months.
2. Have staff contact the other cities with facilities and obtain information on the expanded operation and its impact on the community.
3. Propose staff address the use in the current zoning district and if recommended by the City Commission revise the City Code of Ordinances as such.

Staff looks to the City Commission for direction.

Funding Source:

Not applicable

Sponsor Name/Department: Tanya Davis-Hernandez, AICP, Director of Development Services

Meeting Date: 5/22/2017

CITY OF LAUDERDALE LAKES

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Fiscal Impact: No

Contract Requirement: No

Title

DISCUSSION REGARDING SUBSECTIONS 6-7 AND 6-8 OF CHAPTER 6 OF THE CODE OF ORDINANCES PERTAINING THE OPERATING HOURS OF NIGHTCLUBS AND LOUNGES AND THE SALE AND CONSUMPTION OF ALCOHOLIC BEVERAGES

Summary

This is a discussion regarding a code revision to address inconsistency between Sec. 6.7 and Sec. 6.8 of the Code of Ordinances as it relates to the hours of operation by nightclubs and lounges and the sale and consumption of alcohol beverages, along with the security requirements .

Staff Recommendation

Background:

This is a follow up on the City Commission discussion on the sale and consumption of alcoholic beverages in relation to the hours of operation for nightclubs and lounges. At the May 8, 2017 workshop City Commission asked for further review to include the security requirements for these particular uses, please see the table below:

ALCOHOLIC BEVERAGES PROHIBITIONS			
LOUNGES AND NIGHTCLUBS		ALL ALCOHOL VENDORS	
Prohibition Hours of Operation <i>Section 6.8 (1)</i>		Prohibition Hours of Sales/Consumption <i>Section 6.7</i>	
Monday	4:00am to 8:00am	Monday	2:00am to 8:00am
Tuesday	2:00am to 8:00am	Tuesday	2:00am to 8:00am
Wednesday	2:00am to 8:00am	Wednesday	2:00am to 8:00am
Thursday	2:00am to 8:00am	Thursday	2:00am to 8:00am
Friday	4:00am to 8:00am	Friday	2:00am to 8:00am
Saturday	4:00am to 8:00am	Saturday	4:00am to 8:00am
Sunday	4:00am to 8:00am	Sunday	4:00am to 12:00pm
HOLIDAY	4:00am to 8:00am	HOLIDAY	4:00am

Based on the table above there are inconsistencies between the sales hours and consumption hours.

Security

Section 6-8 (2) addresses security in that all nightclubs and lounges must provide adequate security within the location and the parking area within 300 feet of any portion of the nightclub or lounge. Please map attached.

Staff looks for direction from the City Commission.

Funding Source:

Not applicable

Sponsor Name/Department: Mayor Hazelle Rogers, Office of the Mayor and Commission

Meeting Date: 5/22/2017

ATTACHMENTS:

Description

Type

Property Id:



May 16, 2017

300 FEET SECURITY SERVICES FOR LOUNGES AND NIGHTCLUBS

CITY OF LAUDERDALE LAKES

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Fiscal Impact: No

Contract Requirement: No

Title

DISCUSSION REGARDING JUNETEENTH DAY

Summary

This is a discussion on Juneteenth Day, the oldest known celebration commemorating the ending of slavery in the United States. Juneteenth Day is Celebrated on June 19th each year.

Staff Recommendation

Background:

Not applicable

Funding Source:

Not applicable

Sponsor Name/Department: Commissioner Sandra Davey, Office of the Mayor and Commission

Meeting Date: 5/22/2017

CITY OF LAUDERDALE LAKES

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Fiscal Impact: No

Contract Requirement: No

Title

DISCUSSION REGARDING A RESOLUTION ESTABLISHING RULES AND PROCEDURES WITH REGARD TO PROVIDING RESERVED SEATING FOR CITY STAFF, DESIGNATED PROVIDERS AND SPECIAL GUESTS

Summary

This is a discussion regarding a proposed Resolution which would establish rules and procedures for seating in the Commission Chambers and Alfonso Gereffi room.
--

Staff Recommendation

Background:

Not applicable

Funding Source:

Not applicable

Sponsor Name/Department: Phil Alleyne, City Manager

Meeting Date: 5/22/2017

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Draft Resolution - Establishing Rules and Procedures With Regards to Seating	Backup Material

DRAFT RESOLUTION

A RESOLUTION ESTABLISHING RULES AND PROCEDURES WITH REGARD TO PROVIDING RESERVED SEATING FOR CITY STAFF, DESIGNATED PROVIDERS AND SPECIAL GUESTS; PROVIDING FOR DIRECTIONS TO THE CITY MANAGER; PROVIDING FOR THE ADOPTION OF REPRESENTATIONS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, it has been customary to provide certain seating areas for City staff, designated providers and special guests, to promote greater efficiency in the City's affairs, associate staff and others in close proximity to encourage engagement, and to reserve space, when and where necessary for the preservation of personal property, and

WHEREAS, customarily, space has been reserved in the rear of the Commission Chambers, the south side of the Commission Chambers and the north side of the Gereffi Room for seating for City staff, designated providers and special guests, and

WHEREAS, it is appropriate to memorialize these historic traditions in order to provide the general public with appropriate notice of these restrictions,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES AS FOLLOWS:

Section 1. ADOPTION OF REPRESENTATIONS: The foregoing Whereas paragraphs are hereby ratified and confirmed as being true, and the same are hereby made a specific part of this Resolution.

Section 2. ADOPTION OF GUIDELINES AND RESTRICTIONS: The City Commission hereby adopts the following guidelines and restrictions for the purpose of

the use of the City Commission Chambers and the Gereffi Room during regular, special or workshop City Commission meetings:

- a. Any area designated as "Reserved Seating" or similar limitations, appropriately posted by the City Manager or his/her designee, shall be restricted to those City staff, designated providers and special guests, to the exclusion of the general public;
- b. Any room or other area designated as "Closed," "Private," "Not Open To The Public," or a similar limitation, appropriately posted, shall be deemed closed to the general public, and
- c. The dais in the Commission Chambers and in the Gereffi Room shall be reserved for the City Commission or the Commission of the Community Redevelopment Agency during each of their respective meetings.

Section 3. DIRECTIONS TO THE CITY MANAGER: The City Manager is hereby authorized and directed to take such steps as shall be necessary and appropriate to implement the provisions hereof, including the promulgation of rules and regulations, more specifically implementing the provisions hereof, including the posting of signage in designated areas and providing for other methods of notice to the general public.

Section 4. EFFECTIVE DATE: This Resolution shall take effect immediately upon its final passage.

ADOPTED BY THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES AT ITS REGULAR MEETING HELD MAY 23, 2017.

HAZELLE ROGERS, MAYOR

ATTEST:

SHARON HOUSLIN, CITY CLERK

JCB:jl

Sponsored by: PHIL ALLEYNE, City Manager

VOTE:

Mayor Hazelle Rogers	_____	(For)	_____	(Against)	_____	(Other)
Vice-Mayor Veronica Edwards Phillips	_____	(For)	_____	(Against)	_____	(Other)
Commissioner Sandra Davey	_____	(For)	_____	(Against)	_____	(Other)
Commissioner Gloria Lewis	_____	(For)	_____	(Against)	_____	(Other)
Commissioner Beverly Williams	_____	(For)	_____	(Against)	_____	(Other)

CITY OF LAUDERDALE LAKES

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Fiscal Impact:

Contract Requirement:

Title

UPDATE ON THE CITY'S CAPITAL IMPROVEMENT PROJECTS

Summary

This is an update on the City's FY 2017 Capital Improvement Projects.

Staff Recommendation

Background:

Not applicable

Funding Source:

Not applicable

Sponsor Name/Department: Ronald Desbrunes, P.E., Director of Public Works & Maqsood

Mohammand Nasier, P.E., City Engineer

Meeting Date: 5/22/2017