



**City of Lauderdale Lakes**  
Office of the City Clerk  
4300 Northwest 36 Street - Lauderdale Lakes, Florida 33319-5599  
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## **WORKSHOP MEETING MINUTES**

**Alfonso Gereffi Room**

**April 24, 2017**

**5:00 PM**

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### **1. CALL TO ORDER**

Mayor Hazelle Rogers called the April 24, 2017 Commission Workshop to order at 5:00 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 (Arrived at 5:10 p.m.)  
Commissioner Beverly Williams

#### **ALSO PRESENT**

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

### **3. DISCUSSION**

#### **APRIL 25, 2017 AGENDA REVIEW**

This discussion item serves to review the April 25, 2017 Commission Meeting Agenda.

City Manager Phil Alleyne introduced new employees Tuchette Torres-Lee, Liens and Records Management Specialist and and Derrick Sessions, Maintenance Technician.

City Manager Phil Alleyne reviewed the April 25, 2017 Agenda with the Commission as follows:

#### **CONSIDERATION OF ORDINANCES ON FIRST READING**

**ITEM 8A - ORDINANCE 2017-003 AMENDING SECTIONS 30-33, 30-52, 30-86, AND 30-87.1 AND CREATING SECTION 30-96 OF ARTICLES II AND III OF CHAPTER 30, OF THE CODE OF ORDINANCES.**

No discussion regarding this item.

**ITEM 8B - ORDINANCE 2017-004 CREATING SECTION 86-5 AND AMENDING SECTION 86-35 OF CHAPTER 86, ARTICLE II, OF THE CODE OF ORDINANCES**

No discussion regarding this item

ITEM 8C - ORDINANCE 2017-009 AMENDING THE FISCAL YEAR 2017 ADOPTED OPERATING AND CAPITAL IMPROVEMENT BUDGET IN ACCORDANCE WITH ORDINANCE 2016-31, GENERAL FUND, GRANTS FUND, IMPACT FEE FUND, LAW ENFORCEMENT TRUST FUND, ALZHEIMER CARE CENTER FUND, MINOR HOME REPAIR FUND, TRANSPORTATION FUND, AND CAPITAL IMPROVEMENTS PROJECT FUND

Financial Services Director, Susan Gooding-Liburd provided an overview of items being amended in the FY 2017 adopted budget. Ms. Gooding-Liburd spoke regarding the Minor Home Repair Fund and the two properties that were completed and the conference being attended by the Broward Sheriff's Office and City Staff. Ms. Gooding-Liburd explained to Commissioner Sandra Davey why amendments to the budget are necessary.

#### **CONSIDERATION OF RESOLUTIONS ON CONSENT AGENDA**

ITEM 9A - RESOLUTION 2017-052 AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT TO ACCEPT GRANT FUNDING FROM THE CHILDREN'S SERVICES COUNCIL OF BROWARD COUNTY FOR THE IMPLEMENTATION OF THE 2017 "MOST" CAMP PROGRAM IN THE AMOUNT OF \$75,453.00, FOR THE PERIOD OF MAY 1, 2017, THROUGH AUGUST 31, 2017, TO FOR SUMMER CAMP OPPORTUNITIES FOR ELIGIBLE YOUTH; PROVIDING FOR A CITY MATCH IN AN AMOUNT NOT TO EXCEED \$26,460.00.

No discussion regarding this item

ITEM 9B - RESOLUTION 2017-053 RATIFYING COMMISSIONER SANDRA DAVEY'S APPOINTMENT OF A MEMBER TO THE BUDGET ADVISORY COMMITTEE FOR FISCAL YEAR 2017

No discussion regarding this item

ITEM 9C - RESOLUTION 2017-054 RATIFYING COMMISSIONER SANDRA DAVEY'S APPOINTMENT TO THE PLANNING AND ZONING BOARD

No discussion regarding this item

#### **CONSIDERATION OF RESOLUTIONS ON REGULAR AGENDA**

No discussion regarding this item

ITEM 10A - RESOLUTION 2017-055 ACCEPTING THE FISCAL YEAR 2015/2016 COMPREHENSIVE ANNUAL FINANCIAL REPORT PREPARED BY THE CITY'S AUDITORS, KEEFE, MCCULLOUGH & CO., LLP.

No discussion regarding this item. Susan Gooding-Liburd, Financial Services Director provided the Commission with a copy of the Management Letter that was submitted.

ITEM 10B - RESOLUTION 2017-056 RATIFYING THE CITY MANAGER'S FILING OF THE CITY'S FISCAL YEAR 2017, PERIOD 5 AND 6 (FEBRUARY AND MARCH), FINANCIAL ACTIVITY REPORTS

No discussion regarding this item

ITEM 10C - RESOLUTION 2017-057 APPROVING THE VACATION OF CERTAIN EASEMENTS RELATIVE TO THOSE LANDS DESCRIBED AS SOMERSET PLAZA,

ACCORDING TO THE PLAT THEREOF, RECORDED AT PLAT BOOK 111, PAGE 19 OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA; AUTHORIZING THE CITY MANAGER TO PROVIDE A LETTER OF NO-OBJECTION TO THE BROWARD COUNTY COMMISSION TO FACILITATE THE VACATION OF SUCH EASEMENTS.

No discussion regarding this item

ITEM 10D - RESOLUTION 2017-058 APPROVING THE VACATION OF A CERTAIN EASEMENT RELATIVE TO THOSE LANDS DESCRIBED AS TRICITY PLAT, ACCORDING TO THE PLAT THEREOF, RECORDED AT PLAT BOOK 90, PAGE 49 OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA; AUTHORIZING THE CITY MANAGER TO PROVIDE A LETTER OF NO-OBJECTION TO THE BROWARD COUNTY COMMISSION TO FACILITATE THE VACATION OF SUCH EASEMENT.

No discussion regarding this item

ITEM 10E - RESOLUTION 2017-059 PURSUANT TO SECTION 2-5 OF CHAPTER 2 OF THE CODE OF ORDINANCES; PROVIDING FOR THE LIMITED USE OF THE CITY'S NAME, LOGO AND MOTTO BY THE FEMALE DEVELOPMENT WORLD ORGANIZATION FOR THE PROTECT THE CHILDREN GALA AND BUSINESS ECONOMIC FORUM.

No discussion regarding this item

ITEM 10F - RESOLUTION 2017-060 SUPPORTING THE INSTALLATION OF SOLAR-POWERED YELLOW SCHOOL ZONE LIGHTED SIGNS TO INDICATE THE "END SCHOOL ZONE."

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

##### **A. DISCUSSION REGARDING PROPOSED ORDINANCE AMENDING THE FY 2017 ADOPTED BUDGET**

This is a discussion regarding the ordinance amending the FY 2017 Budget.

#### **5. ADDITIONAL WORKSHOP ITEMS**

##### **A. DISCUSSION REGARDING THE FY 2017 MID-YEAR BUDGET REPORT**

This is a discussion of the FY 2017 Mid-Year Budget Report.

Financial Services Director, Susan Gooding-Liburd provided a PowerPoint Presentation on the overview of the FY 2017 mid-year budget. Ms. Gooding-Liburd provided a handbook to the Commission on the 2017 mid-year budget report. Discussion ensued regarding revenue and expenditures in the General Fund. Ms. Gooding-Liburd explained revenue in rental facilities, business tax receipts, and code enforcement. Ms. Gooding-Liburd provided an overview of expenditures in the various city departments. Ms. Gooding-Liburd responded to questions from the Commission regarding the employment positions in the Financial Services Department and the personal complement in the Human Resources and Risk Management Department. Discussion ensued regarding expenditures in the Fire Rescue Fund, Gas Tax Fund, Alzheimer Care Center Fund, the Law Enforcement Trust Fund, the Minor Home Repair CDBG Fund, the Stormwater Management Fund, the Solid Waste Fund, and the Building Services Fund. Ms. Gooding-Liburd provided an overview of the budget process. Ms. Gooding-Liburd provided an overview of the restricted funds.

##### **B. DISCUSSION REGARDING THE 43RD YEAR CDBG PROGRAM**

On March 31, 2017, the City of Lauderdale Lakes submitted its CDBG grant application to Broward County. The application is still in review and pending award.

City Manager Phil Alleyne spoke regarding the timeframe to change the Program to a First Time Homebuyers Program. Tanya Davis-Hernandez, Director of Development Services, provided information regarding the 43rd Year CDBG Program. Ms. Davis-Hernandez stated that she reached out to the County to ask how long an amendment would take and was told that it would take a substantial amount of time.

Mayor Rogers stated that we are allowed to amend the Program, the County can take as long as the would like. However, we can do the program based on the needs of the Community and wants her colleagues to understand that they can amend the Program should they chose to. Mayor Rogers asked her colleagues if there are any projects that would like to include in the Program.

City Manager stated that staff is looking for direction on whether to amend the 43rd year. The Program was advertised as a Minor Home Program and staff would have to do a substantial amendment to include first time home buyers.

Mayor Rogers asked to describe substantial and which Ms. Davis-Hernandez stated that we would have to start over, readvertise, and request a extension. The program year runs from October 1, 2017 to September 30, 2018. The City is currently under notice for the 40th Year CDBG program and if the City could lose the CDBG Program if the City is unable to keep on track.

Commissioner Sandra Davey asked if the City is at risk for losing the 43rd year Program. Mayor Rogers stated that as long as the City stay in contact with the County and advise them of delays we will remain on track.

City Attorney James Brady explained the ramifications of amending the Program.

Vice-Mayor asked will the Minor Home Program be implemented in the 44th Year of the Program. Ms. Davis-Hernandez explained that the Minor Home Program could be implemented along with a First Time Homebuyers Program.

Gloria Lewis spoke regarding the CDBG Program and stated that you can use some of the funds for minor home repair, businesses, and first time homebuyers. Commissioner Lewis stated that in the past funds were used for Park renovations.

Ms. Davis-Hernandez explained that some cities are entitlement and they receive more funding which can stretch further. However, the City stated on the application that the funds will be used for minor home repair program and the application has already been processed.

Mayor Rogers stated that since the Program has already been advertised as a minor home repair program for the 43rd year, the City should continue on that route, but she would like to see the first time homebuyers program implemented next year.

#### C. DISCUSSION LIEN MITIGATION REQUEST

This is a discussion to review five (5) liens for mitigation.

Tanya Davis-Hernandez, Director of Development Services and Edward Wallace, Code Enforcement Supervisor presented five (5) request for satisfaction of code enforcement liens. Mrs. Davis-Hernandez stated that the Commission requested to have satisfaction of lien requests presented to them and that staff is seeking direction from the Commission regarding the releases. Three property owners, and one agent for property spoke and responded to questions from the Commission information regarding property violations. The request from the Commission is to provide satisfaction of certain code enforcement liens by May 1, 2017 as follows:

Maria & Ricard Baez, \$2,250.00; Chrismene & Camile Cola, \$1,500.00; Steinmuer Family, Inc.

\$1,500.00 and Wayne Marting, \$3,000.00. One other property will be presented at the May 8, 2017 Commission Workshop for consensus. The Commission requested a Goldenrod Resolution be presented at the April 25, 2017 Commission Meeting.

**D. CONTINUED DISCUSSION REGARDING ELECTRONIC MESSAGE BOARDS (BILLBOARDS)**

This is a continued discussion item regarding electronic message board signs, also referred to as billboards.

Tanya Davis-Hernandez presented information regarding billboards. Ms. Davis-Hernandez stated that at the April 10, 2017 workshop meeting, staff brought the discussion of electronic message boards (billboards) to the City Commission for discussion. The Commission asked Staff to go back, research and provide the ordinance that was presented to the City Commission on March 8, 2016. The ordinance in question was adopted on March 8, 2016, Ordinance No. 2016-04 (3-0 vote with two Commissioners absent) allows existing nonconforming off- premise signs to be rebuilt, replaced or substantially altered subject to a conditional use approval (compatibility review) by the City Commission. The amendment did not allow for any relocation of billboards in the City. On April 18, 2017, the Lauderdale Lakes Community Redevelopment Agency approved Resolution No. 2017-012 authorizing the termination of the lease for the two billboards located on the Commerce Park property. Ms. Davis-Hernandez stated that currently, there are five (5) billboards in the City; one billboard is located on Commercial Blvd, one on State Road 7 and three on Oakland Park Blvd. There are two billboards on City-owned land (Commerce Park). The consensus of the Commission is not to allow new billboards to be constructed.

**E. DISCUSSION REGARDING MAINTENANCE AND UPKEEP AT CITY BUS SHELTERS**

This is a discussion regarding the maintenance and general upkeep of bus shelters within the City.

Ronald Desbrunes, Director of Public Works and Vince Richmond, Street and Grounds Administrator provided a PowerPoint Presentation on the maintenance and upkeep of the City's bus shelters.

Scott Martin, President for Martin Outdoor Media, Inc. stated their goal is to provide quality services at bus benches and that their company is committed to finding a general cleaning schedule that is suitable to the Commission.

**6. REPORTS**

The meeting was adjourned at 8:46 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*  
SHARON HOUSLIN, CITY CLERK