

**MEETING MINUTES
TOWN OF LAUDERDALE-BY-THE-SEA
TOWN COMMISSION
WORKSHOP MINUTES
Jarvis Hall
4505 Ocean Drive
Tuesday, March 9, 2021
5:30 PM**

1. CALL TO ORDER

Mayor Chris Vincent called the meeting to order at 5:30 p.m. Also present were Vice Mayor Alfred “Buz” Oldaker, Commissioner Edmund Malkoon, Commissioner Elliot Sokolow, Commissioner Randy Strauss, Interim Town Manager Linda Connors, Assistant to the Town Manager Neysa Herrera, Town Attorney Susan Trevarthen, Director of Finance and Budget Lucila Lang, Director of Public Works Ken Rubach, Acting Development Services Director Jhanelle Campbell, and Public Information Officer/IT Administrator Steve d’Oliveira, Town Clerk, Tedra Allen.

2. PUBLIC COMMENT

At this time Mayor Vincent opened public comment, which he closed upon receiving no input.

3. DISCUSSION ITEM

FY 21 CIP Improvements Update and Reprioritization Recommendations (Linda Connors, Interim Town Manager; Ken Rubach, Public Works Director; Lucila Lang, Director of Finance & Budget)

Interim Town Manager Linda Connors showed a presentation on the fiscal year (FY) 2021 Capital Improvement Plan (CIP) and Staff’s proposed amendments to that plan. The FY 2021 budget included funds for the following:

- The Visitors Center
- The Terra Mar Drive project
- Beach renourishment
- The Palm Club sewer project
- Improvements at Friedt Park
- The El Mar Drive Greenway
- State Road (SR) A1A project from Pine Avenue to Terra Mar Drive

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As confirmed at recent Commission meetings, the El Mar Drive project will not move forward during FY 2021. Staff believes they can use some of the funding included in the CIP for that project by allocating it to other projects. Proposed CIP amendments include:

- Visitors Center: approved at \$75,000 but completed over budget; the allocation of \$20,000 would cover these additional costs, which had been approved by the former Town Manager.
- Friedt Park: \$25,000 budgeted for construction of a fence; the request would change this budget to \$0 for FY 2021 and this project would be revisited in FY 2022.
- El Mar Drive Greenway: budgeted for \$3.75 million, of which approximately \$75,000 has been spent for design; Staff recommends amending the budget for this project to the \$75,000 already spent.

Additional CIP projects that would be moved up to FY 2021 would include:

- Bel Air seawall: Staff requests \$225,000 to move forward with bid documents, permitting, and construction
- Securing permits for canal dredging, with Phase 1 of the dredging project itself to begin in FY 2022
- Roofs of Town-owned properties, particularly the Administration building
- Proposed Hibiscus Avenue/A1A crosswalk, which will require a maintenance agreement with the Florida Department of Transportation (FDOT)
- Codrington Drive drainage improvements design, landscaping, and traffic calming measures
- Bougainvillea Drive swale/drainage improvements past Town Hall, as well as improvements on Poinciana Street; \$25,000 is proposed to complete these upgrades, as well as a sufficiency study to prioritize re-paving of roads
- \$25,000 to repaint the exterior of the Town Hall complex
- Determine ways to improve access to Town Hall while following COVID-19 safety measures
- \$75,000 for design of pedestrian amenities as suggested by the recent pedestrian study, including crosswalks and sidewalk repairs (not including El Mar Drive sidewalks)

Staff anticipates being able to complete or at least begin many of these projects in FY 2021. They are not in prioritized order.

Commissioner Malkoon asked if the \$100,000 allocated to roof repairs would apply to all roofs or the Administration building only. Public Works Director Ken Rubach clarified that this amount would go toward the Administration building, as that roof is in danger of

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failure. The cost represents a worst-case scenario estimate. Mayor Vincent recommended revisiting this and other estimated amounts for roof repairs for purposes of comparison. Interim Town Manager Connors characterized the proposed amount as a “placeholder” to represent the amount of funds to be budgeted for this need.

Vice Mayor Oldaker asked if the Hibiscus Avenue/A1A crosswalk would include lights in pavement. Public Works Director Rubach confirmed that these will be included, as well as pole lights. He also noted that the newly installed sidewalk and striping came from funds budgeted toward sidewalk improvements in FY 2021.

Commissioner Malkoon asked if it would be possible to look at Codrington Drive and Imperial Lane together as a section. Public Works Director Rubach advised that Imperial Lane was re-paved and new speed humps added in approximately 2011. He was not certain that this roadway required any additional work for drainage.

Commissioner Malkoon explained that his concern was for designing a project, then learning that the project is not fully supported by residents. Interim Town Manager Connors stated that Staff has met with several of the residents who had concerns about drainage on Codrington Drive, who have already requested Town assistance. Staff would look into all aspects of improving drainage, including the possibility of implementing swales and other measures.

Commissioner Strauss asked how a decision would be made if some residents were in favor of a project while others opposed it. Mayor Vincent noted that some communities collect signatures of supportive residents. He added that FDOT would be required to conduct a study on traffic calming measures before offering an opinion. Interim Town Manager Connors noted that residents on this street have identified drainage as an issue they would like to see addressed.

Vice Mayor Oldaker commented that it may be necessary to determine whether residents of Codrington Drive would like to see traffic calming devices implemented as well as drainage improvements. Interim Town Manager Connors advised that traffic calming, and landscaping improvements would be considered bonuses, while drainage improvements are a necessity.

Commissioner Sokolow recommended developing a basic proposal to be made to residents of the area. He did not recommend spending any funds on engineering and design until the Town has made a presentation to residents and heard majority agreement on how to proceed. Public Works Director Rubach explained that the Town

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would prepare 25% design before going to residents for feedback, then come back and advance the design to 50% and make further modifications based on community input. It was clarified that drainage improvements on Codrington Drive would affect the entire street.

Interim Town Manager Connors continued that the plans for improving access to Town Hall would include ways that Staff may interact with the public without individuals entering the building.

At this time Town Clerk Tedra Allen read the following public comment:

- Barbara Cole, resident, expressed concern with the use of funds originally allocated to El Mar Drive, and recommended that the Commission “fix what needs fixing” with these designated funds.

Commissioner Malkoon advised that he did not want Town Hall to remain closed to residents. He suggested a keyless entry system may be possible in order to remove and grant access as needed, with restrictions applied to specific facilities such as restrooms and the front door. Mayor Vincent asserted that once the COVID-19 pandemic has ended, the Town plans to go back to normal without a redesign of how day-to-day business is conducted. This would mean once restrictions have been lifted, all facilities will be open. The Commissioners agreed by consensus with this view.

It was clarified that no new improvements to El Mar Drive would be made in this fiscal year, with the exception of projects that are already budgeted, such as sidewalk improvements. Mayor Vincent further clarified that the El Mar Drive project has not been delayed until 2022 but has ceased entirely except for necessary improvements such as sidewalk repairs.

Mayor Vincent asked if any funds earmarked for the El Mar Drive project that stemmed from the Oriana lawsuit have been allocated toward that project. Finance Director Lucila Lang replied that \$672,000 was included in the current budget; however, these funds are not included in any of the proposals put forward at tonight’s meeting. None of these dollars were used toward the design of the project earlier in FY 2021. Interim Town Manager Connors advised that the Town may be able to use these restricted dollars toward the \$75,000 that has already been expended. She would look into this further to ensure these funds are not restricted for construction only.

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It was determined that aside from Commission consensus to eliminate COVID-19-related access changes for Town Hall, the proposed budget adjustments would be brought back as formal documents at the next Commission meeting.

FY 21 Sewer Fund Recommendation for a Lateral Lining (Linda Connors, Interim Town Manager; Ken Rubach, Public Works Director; Lucila Lang, Director of Finance & Budget)

Interim Town Manager Connors stated that the Sewer Fund currently includes over \$1 million, from which she recommended the allocation of \$100,000 to begin lining laterals. This is approximately the same amount spent each year repairing laterals. Lining these facilities could prevent the need for future repairs. This was previously done for sewer mains. The Commissioners agreed by consensus with this proposal.

4. ADJOURNMENT

With no other business to come before the Commission at this time, the workshop was adjourned at 6:16 p.m.

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Mayor Chris Vincent

ATTEST:

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Town Clerk Tedra Allen

4/15/2021

Date