

TOWN OF LAUDERDALE-BY-THE-SEA

TOWN COMMISSION

REGULAR MEETING

AGENDA

Jarvis Hall

4505 Ocean Drive

Tuesday, April 27, 2010

7:00 P.M.

1. **CALL TO ORDER, MAYOR ROSEANN MINNET**
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
3. **INVOCATION** – Reverend George Hunsaker
4. **PRESENTATIONS**
 - a. Presentation of Proclamation recognizing Emergency Medical Services Week (Mayor Minnet)
 - b. Presentation by Christine Sawyer from BSO External Affairs concerning the "Operation Medicine Cabinet" take-back event scheduled on May 22, 2010 at Jarvis Hall (Chief Llerena)
5. **PUBLIC COMMENTS**
6. **REPORTS**
 - a. Finance and Budget Monthly Report – March 2010 (Director of Finance and Budget Kaola King)
 - b. Development Services Monthly Report – March 2010 (Director of Development Services Jeff Bowman)
 - c. Municipal Services Monthly Report – March 2010 (Director of Municipal Services Don Prince)
 - d. BSO Police Monthly Report – March 2010 (Chief Oscar Llerena)
 - e. VFD Fire Monthly Report – March 2010 (Chief Robert Perkins)
 - f. AMR EMS Monthly Report – March 2010 (Chief Brooke Liddle)
 - g. Stormwater Master Plan Final Report (Town Engineer James Barton)
7. **PUBLIC SAFETY DISCUSSION**

8. TOWN MANAGER REPORT

- a. Status Report

9. APPROVAL OF MINUTES

- a. March 23, 2010 Regular Meeting

10. ORDINANCES – PUBLIC COMMENTS

1. Ordinances 1st Reading

- a. **Ordinance 2010-01:** AN ORDINANCE OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA AMENDING CHAPTER 12 "LICENSES," ARTICLE I "BUSINESS TAXES," SECTION 12-10 "HOURS OF BUSINESSES WITHIN THE CITY LIMITS RESTRICTED" OF THE CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE – *Deferred at the February 9, 2010 Commission meeting by Commissioner Clotey*
- b. **Ordinance 2010-02:** AN ORDINANCE OF THE TOWN OF LAUDERDALE-BY-THE SEA, AMENDING CHAPTER 2, ADMINISTRATION, SECTION 2-18, SPECIAL MEETINGS, TO REVISE THE PROCEDURES APPLICABLE TO A SPECIAL MEETING OF THE TOWN COMMISSION; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE – *Approved 24hr written notice for 1st reading at the April 13, 2010 Commission meeting*

2. Ordinances 2nd Reading

11. COMMISSIONER COMMENTS

12. CONSENT AGENDA

- a. Commission approval of issuance of forty-five (45) parking permits to the Caribe, Inc. of Broward County for use in El Prado Parking lot, on Monday March 7, 2011, from 8:30 a.m. till 12:00 p.m. during use of Jarvis Hall for 49th Annual Shareholders Meeting (Interim Town Manager John Olinzock)
- b. Commission approval of Special Event Permit Application by Athena's By The Sea/101 Ocean for Music By The Sea 2010, annual, every Saturday night, 4:00 PM till 11:00 PM, May 1, 2010 through April 30, 2011 (Interim Town Manager John Olinzock)

13. RESOLUTION – "Public Comments"

14. QUASI JUDICIAL PUBLIC HEARINGS

15. OLD BUSINESS

- a. Resolution re: Second ILA Public School Facility Planning of Broward County (Town Attorney Susan Trevarthen) ***Deferred from the April 13, 2010 Commission meeting by Vice Mayor Dodd***
- b. Commission approval to proceed with RFP 10-03-02 for Realtor (Town Manager Esther Colon) ***Deferred from the April 13, 2010 Commission meeting by Vice Mayor Dodd***
- c. Code of Conduct for Commission. This will be in addition to a Code of Ethics. Attached backup is simply a draft for discussion and consideration. I would like to have the Town Attorney, after discussion from the Commission, begin drafting the Code of Conduct for the Commission. I expect this to be pushed to Roundtable discussion but wanted To get this in front of the Commission for immediate attention (Commissioner Scot Sasser) ***Deferred from the April 13, 2010 Commission meeting by Vice Mayor Dodd***
- d. Discussion and/or action regarding changing the time for the Board of Adjustment Meeting to an evening hour. I believe this will generate more interest and applications for this Board. I expect a motion to make the meeting time to 6:00 PM or 7:00 PM on a date specified by the Board (Commissioner Scot Sasser) ***Deferred from the April 13, 2010 Commission meeting by Vice Mayor Dodd***
- e. Request update on Warehouse Located at: 5423 NE 14th Avenue (Commissioner Chris Vincent) ***Deferred from the April 13, 2010 Commission meeting by Vice Mayor Dodd***
- f. Discussion regarding Ordinance 2010-03 amending Chapter 2 "Administration," Article III "Departments," and Article IV, "Officers And Employees," of the Town Code of Ordinances, in order to update Town departments and duties (Town Attorney Susan Trevarthen) ***Deferred at the April 13, 2010 Commission meeting by Vice Mayor Dodd***
- g. Discussion regarding Ordinance 2010-04 amending Chapter 2 "Administration", Article II "Town Commission" and Chapter 7 "Elections" of the Town Code of Ordinances, in order to address conflicts with the Town Charter and within the code regarding election procedures (Town Attorney Susan Trevarthen) ***Deferred at the April 13, 2010 Commission meeting by Vice Mayor Dodd***
- h. Discussion regarding Ordinance 2010-05 amending Chapter 30, Unified Land Development Regulations of the Code of Ordinances by amending the provisions applicable to the Planning and Zoning Board and the Board of Adjustment (Town Attorney Susan Trevarthen) ***Deferred at the April 13, 2010 Commission meeting by Vice Mayor Dodd***

- i. Commission approval to proceed with RFP 10-03-01 for Audit Services (Town Manager Esther Colon) ***Deferred at the April 13, 2010 Commission meeting by Vice Mayor Dodd***

16. NEW BUSINESS

- a. Commission selection of a Municipal Director, Alternate and Second Alternate to the Broward League of Cities for the 2010 – 2011 year (Town Clerk June White)
- b. Commission approval for a ninety (90) day contract extension for Martial Arts Instructor to Japan Karate-Do Genbu of Florida, Inc. (Interim Town Manager John Olinzock)
- c. Commission approval of contractor and approval of contract for Electrical Maintenance Services Agreement ITB 10-03-01 (Interim Town Manager John Olinzock)
- d. Commission approval of contractor and approval of contract for Streetlight Maintenance Services ITB 10-03-02 (Interim Town Manager John Olinzock)
- e. Change of Method for approving Annual Special Events (Mayor Minnet)
- f. Discussion and/or Action: Fire inspection fees for small business/offices are very high compared to larger businesses. Offices up to 15,000 sq. ft. are charged the same fee. A small one room office pays the same fee as a large office with a number of employees. The VFD is currently using the fee structure used by Broward County but it can be adjusted by the Town Commission to help out the small businesses - Expected Outcome Fire inspection fees should be reduced for small offices (Commissioner Birute Ann Clotey)

17. TOWN ATTORNEY REPORT

18. ADJOURNMENT

19. FUTURE AGENDA ITEMS

- May 11, 2010** – Appointment of BOA and P&Z Members
- May 11, 2010** – Sign Ordinance Revision - exempt Religious Organizations
- May 11, 2010** – TRIM Schedule
- May 25, 2010** – Mitigation of Liens / Nuisance Ordinance
- June 8, 2010** – Rules for Senior Center Activities
- June 22, 2010** – Ordinance 2009-35: Amending Ch. 30 – Corner Lots/ Pools

THE TOWN OF LAUDERDALE-BY-THE-SEA WILL FURNISH APPROPRIATE AUXILIARY AIDS AND SERVICES NECESSARY TO AFFORD INDIVIDUALS AN EQUAL OPPORTUNITY TO PARTICIPATE IN MEETINGS OF THE TOWN COMMISSION. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT AND FLORIDA STATUTE 286.26, PERSONS WITH

Town Commission Regular Meeting Agenda

April 27, 2010

DISABILITIES NEEDING SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE TOWN CLERK NO LATER THAN TWO (2) DAYS PRIOR TO THE MEETING AT (954) 776-0576 FOR ASSISTANCE.

IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE TOWN COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING, HE/SHE WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSES MAY NEED TO INSURE THAT A VERBATIM RECORDING OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PROCEDURES FOR PUBLIC COMMENTS:

Public Comments may address issues that are not on this meeting's agenda, but should relate to the business of the Town, and should not contain personal attacks. If your comment requires follow up, the Town Manager will have a staff person respond to your concerns, and will advise us of the outcome.

The Town Clerk will read off the names of those who have signed up to speak. When your name is called, please come to the podium, state your name for the record, and indicate whether you are a Town resident. You have up to three minutes to make your comments, but there is no requirement to use the entire time. If you wish to address a particular Commissioner or member of Town Administration, please do so by use of their title.

If you wish to approach the Commission dais to hand out a document or for some other reason, please request permission and state your reason for doing so. All documents to be provided to the Commission should be handed to the Town Clerk for distribution, at the far right end of the dais.

These procedures have been developed to assure that the Town Commission meeting time is efficiently used, and that meetings are conducted in a polite and respectful manner. More information on the decorum rules for Town Commission meetings is available in Section 2-23 of the Town Code of Ordinances.