

Town of Lauderdale-By-The-Sea

Regular Town Commission

Agenda

Tuesday, June 11, 2024

6:30 PM



Jarvis Hall 4505 N. Ocean Drive
www.Lauderdalebythesea-fl.gov

LAUDERDALE-BY-THE-SEA TOWN COMMISSION

Mayor Edmund Malkoon
Vice Mayor Randy Strauss
Commissioner Richard DeNapoli
Commissioner John A. Graziano
Commissioner Theo Pouloupoulos

Linda Connors, Town Manager
Susan Trevarthen, Town Attorney
Katrina Adler, Town Clerk

Regular Town Commission

Tuesday, June 11, 2024, 6:30 PM
Jarvis Hall 4505 N. Ocean Drive

1. **CALL TO ORDER, MAYOR EDMUND MALKOON**
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
3. **INVOCATION by Pauline Brooks McGuinness representing the Bahai Faith**
4. **ADDITIONS, DELETIONS, DEFERRALS OF AGENDA ITEMS**
5. **PRESENTATIONS**
 - 5.a. Farmers Market 2023-2024 Season Recap
6. **PUBLIC COMMENTS**
7. **PUBLIC SAFETY DISCUSSION**
 - 7.a. PBFR May 2024 Public Safety Report
8. **TOWN MANAGER REPORT**
 - 8.a. Town Manager Report for June 11, 2024
9. **TOWN ATTORNEY REPORT**
10. **APPROVAL OF MINUTES**
 - 10.a. Approval of Minutes for May 14, and May 21, 2024.
11. **CONSENT AGENDA**
12. **OLD BUSINESS**
 - 12.a. Beach Safety Report Follow Up
13. **NEW BUSINESS**
 - 13.a. Resolution 2024-21: A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, APPROVING AND AUTHORIZING AN AGREEMENT WITH DSS MANAGEMENT OF FLORIDA, LLC DBA EVOLVTEC FOR CAMERA SYSTEM UPGRADES; FINDING THAT THE AGREEMENT IS IN THE BEST INTERESTS OF THE TOWN AND EXEMPT FROM COMPETITIVE SOLICITATION PURSUANT TO SECTION IV.D OF THE TOWN PURCHASING MANUAL; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE AGREEMENT; PROVIDING FOR IMPLEMENTATION AND AN EFFECTIVE DATE.
 - 13.b. Resolution 2024-22: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, ADOPTING THE AMENDED SCHEDULE OF PARKING FEES AND METER RATES; PROVIDING FOR CONFLICTS AND FOR AN EFFECTIVE DATE.

14. **COMMISSIONER COMMENTS**
 15. **ORDINANCES 1st Reading**
 16. **ORDINANCES 2nd Reading**
 17. **RESOLUTIONS – PUBLIC COMMENTS**
 18. **QUASI JUDICIAL PUBLIC HEARINGS**
 19. **ADJOURNMENT**
-

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 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) 640-4200 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 ENSURE 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. Do not state your address. 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.

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.

INVOCATION:

The Invocation before each Town Commission meeting is a voluntary service of a private citizen, offered to serve the spiritual needs of the members of the Town Commission and solemnize the meeting. It is not intended to be an opportunity to advance or disparage one faith or belief over another. The views expressed in the Invocation have not been previously reviewed by the Town and do not necessarily represent the beliefs of any Town employee or official. No person is required to be present at or participate in the Invocation, and the decision whether to be present or participate in the Invocation will not affect any person's right to actively participate in the official business of the Town or obtain any benefit from the Town. The Town's written Invocation policy is available on its website, and upon written request to the Town Clerk.all static



Town Commission Agenda Item Report

Meeting Date: June 11, 2024

Submitted By: Katie Anderson, Special Events and Community Marketing Coordinator

Submitting Department: Administration

Item Type: Presentation

Agenda Section: PRESENTATIONS

Subject Title: Farmers Market 2023-2024 Season Recap

Explanation: The 2023 - 2024 Farmers Market season, operated by Community Markets of South Florida, ran from Sunday, December 3, 2023 through Sunday, May 5, 2024.

At the Commission meeting held on July 11, 2023, the Commission supplied a directive that improvements in a number of areas were expected, or the current contract would come back into conversation.

On October 23, 2023, Town Staff met with the Community Markets team to discuss expectations for the coming season. These expectations included:

- Enhanced marketing efforts by the Community Markets team.
- Participating vendors to promote the Lauderdale-By-The-Sea market through their social media outlets.
- No later than noon on the Wednesday prior to the market date, a market tracker (**Exhibit 1**) is to be completed and sent to staff listing the vendors who will be participating and their social media handles.
- Market tracker is to be sent again following the market with notations of which vendors truly did attend or did not show.
- A minimum of 4 specialty market days. A specialty market day was defined as some sort of addition to the regular market structure (i.e. Santa photo op, live music, engaging activity).
- Market manager present who is not working a vendor booth to oversee operations and attend to visitor comments.
- Schedule a 50 / 50 split of food to artisan vendors for at least 15 of the 23 markets throughout the season.
- A variety in the artisan vendors scheduled throughout the market dates.
- In the event of inclement weather, markets with less than 14 vendors should be canceled.

Overall, Town Staff saw significant enhancements from the previous season to this most recent season. In response to Staff's directives, we saw:

- More social media marketing through the Community Markets outlets, as well as on the Lauderdale-By-The-Sea Happenings Facebook page.
- Market tracker was consistently sent on time, both pre and post market throughout the season.
- More than 4 specialty market days including, but limited to photo opportunities, live music, canine fashion show, bingo, and more, which received positive feedback from attendees.
- A significant increase in participating vendors. With the newly proposed and implemented layout, the markets had as many as 45 vendors, an increase from the average of 23 vendors present in the previous season. We would caution that this is a comfortable maximum for vendors in this event space.
- A larger variety of participating vendors was also seen in the schedule.

The two areas Staff would like to see improved upon next year include:

- Market Manager
 - While there was a market manager present at the markets, the individual was not always accessible or attending to issues at hand. Staff would like to see the manager present during load in and load out times to help manage the flow of traffic. The manager should also oversee the location of the loading vehicles to ensure they are not encroaching into the neighboring building's driveway zones.
- Inclement Weather Calls
 - There were several markets over the course of the season that saw a substantial drop in vendor participation due to unfavorable weather conditions. While there is an understanding that South Florida weather can be fickle, any mornings that show signs of current or impending severe conditions should be called before vendors dedicate the time to set up. These markets should be called for the safety and consideration of all involved.

Staff met with Jonathan Grotzky of Community Markets on May 13, 2024 to recap the 2023-2024 season. Community Markets expressed a satisfaction with the season and excitement to start up again at the end of the year.

Staff and the Community Markets team will plan to meet again in the Fall of this year to reiterate expectations and discuss the objectives for the 2024-2025 season.

Recommendation: N/A

Exhibits:

1. Farmers Market Tracker_ 2023-2024 Season_Master

EXHIBT 2

Manager:	Dan			Manager:	Dan			Manager:				Manager:			
Contact:	(414) 708-6200			Contact:	(414) 708-6200			Contact:				Contact:			
	Sunday, December 3, 2023				Sunday, December 10, 2023				Sunday, December 17, 2023				Sunday, December 24, 2023		
	Vendor	Social Handle	Attended		Vendor	Social Handle	Attended		Vendor	Social Handle	Attended		Vendor	Social Handle	Attended
1	Tree Institute 401 c	charity	y	1			y	1				1			
2	Seaglassics	wendy mertz	y	2	Seaglassics	wendy mertz	y	2				2			
3	Humble roots	humblerootsgarden	y	3	Humble roots	humblerootsgarden	y	3				3			
4	Lux pax and amore	light.peace.love	y	4	Lux pax and amore	light.peace.love	y	4				4			
5	Simply décor	ssimply.decor	y	5	Simply décor	ssimply.decor	y	5				5			
6	Taro natural	takishapolk	y	6	Taro natural	takishapolk	y	6				6			
7	Wasani House	wasani house	y	7	Scent and body shop	thescentandbodyshop	y	7				7			
8	Daisys dog collars	daisysdogcollars22	y	8	YN Accessories	YN_Accessories	y	8				8			
9	Nettamcgee creations	Nettamcgee creations	y	9	Nettamcgee creations	Nettamcgee creations	y	9				9			
10	Als turtles	alsturtles	y	10	Als turtles	alsturtles	y	10				10			
11	Gcharm bar	gcharmsbar	y	11	Gcharm bar	gcharmsbar	y	11				11			
12	Body essentilas by beth	bodyessentialsbybeth	y	12	Body essentilas by beth	bodyessentialsbybeth	y	12				12			
13	Scent and body shop	thescentandbodyshop	y	13			y	13				13			
14	Hasty Engravings	hastyengraving	y	14	Hasty Engravings	hastyengraving	y	14				14			
15	Sophies pet fashion	my_sophiepetfashion	y	15	Sophies pet fashion	my_sophiepetfashion	y	15				15			
16				16	Craft addicts	craftaddicts2	y	16				16			
17	Pretty by the sea	prettyfromthesea	y	17	Pretty by the sea	prettyfromthesea	y	17				17			
18	Floridabloom	florida.bloom	y	18	Floridabloom	florida.bloom	y	18				18			
19	Happy dog bakery	happydogbakeryinc	y	19	Happy dog bakery	happydogbakeryinc	y	19				19			
20	Universal smoothies	popkettlecorn954	y	20	Fresh smoothie&coc	fresh_coconut_ftlauderdale	N	20				20			
21	Pop N kettlecorn	popkettlecorn954	y	21	Fresh smoothie&coc	fresh_coconut_ftlauderdale	N	21				21			
22	Bluesman sausage	bluesmanfood	y	22	Bluesman sausage	bluesmanfood	y	22				22			
23	Empanada craft	officiallempanadacraft	y	23	Empanada craft	officiallempanadacraft	N	23				23			
24	Ciao amore mozzarella market	caseificiooliviere	y	24	Ciao amore mozzarella market	caseificiooliviere	y	24				24			
25	Produce buddies	producebuddies	y	25	Produce buddies	producebuddies	y	25				25			
26	JW pastry	jwpastry	y	26	JW pastry	jwpastry	y	26				26			
27	A little slice of europe	alittlesliceofeurope	y	27	King of Hummus	kingofhummus_inc	y	27				27			
28	Nishas	Nishas flavors of india	y	28	Little slice of europe	ALittle slice of europe	y	28				28			
29	King of Hummus	kingofhummus_inc	y	29	Nishas	Nishasflavorsofindia	y	29				29			
30	Lavida vanilla	lavidavanilla	y	30	Lavida vanilla	lavidavanilla	y	30				30			
31	Lip smakin good honey	farmersmarkethoney	y	31	Lip smakin good honey	farmersmarkethoney	y	31				31			
32	Dialedf in coffee	dialedincoffee	y	32	Dialed in coffee	dialedincoffee	y	32				32			
33	Mr. Bills BBQ	smokingmrbillbbq	y	33	Mr. Bills BBQ	smokingmrbillbbq	y	33				33			
34	Kona ice	konaicepompanobeach	y	34	Kona ice	konaicepompanobeach	y	34				34			
35	Town		y	35				35				35			
36	Chamber		y	36	Chamber		y	36				36			
37				37				37				37			
38				38				38				38			
39				39				39				39			
40				40				40				40			
41				41				41				41			
42				42				42				42			
43				43				43				43			
TOTAL:	35		35	TOTAL:	32		30	TOTAL:							

Town Rep: Katie Anderson Linda Connors
Weather: Rainy Start; got hot
Notes: Positive comments on new layout
 Request for new vendors
 G Charm: slowest season opener she can remember
 Attendance did seem light
 Dan (manager) left early
 Signed up 8 people for Town Topics blasts

Town Rep: None
Weather:
Notes:

Town Rep:
Weather:
Notes: CANCELLED DUE TO INCLEMENT WEATHER

Town Rep:
Weather:
Notes: TOWN CANCELLED - C

		Manager:	Dan			Manager:	Dan			Manager:	Jonathan		
		Contact:	(414) 708-6200			Contact:	(414) 708-6200			Contact:	954-242-7910		
December 24, 2023			Sunday, December 31, 2023				Sunday, January 7, 2024				Sunday, January 14, 2024		
			Vendor	Social Handle	Attended		Vendor	Social Handle	Attended		Vendor	Social Handle	Attended
		1	My tribe results	patrick_mcenaney	Y	1				1			
		2	Seaglassics	wendy mertz	Y	2	Seaglassics	wendy mertz	Y	2	Seaglassics	wendy mertz	n
		3	Humble roots	humblerootsgarden	Y	3	Humble roots	humblerootsgarden	Y	3	Humble roots	humblerootsgarden	y
		4	Lux pax and amore	light.peace.love	Y	4	Lux pax and amore	light.peace.love	Y	4	Lux pax and amore	light.peace.love	y
		5	Simply Décor	ssimply_Decor	n	5	Simply Décor	ssimply_Decor	Y	5	Laura Duksta	LauraaDuksta	y
		6	Taro natural	takishapolk	Y	6	Taro natural	takishapolk	Y	6	Taro natural	takishapolk	n
		7				7	C beutiful change	cbeautiffulchange	Y	7	C beutiful change	cbeautiffulchange	y
		8	YN Accessories	YN_Accessories	n	8	Mihealthycells	Mihealthycells	Y	8	Mihealthycells	Mihealthycells	y
		9				9	Craft Addicts	craftaddicts	N	9	Soul Creations	Soulcreations	n
		10	Soul Creations	Soulcreations	Y	10	Havadreme Creations	havadremecreations	Y	10	Havadreme Creations	havadremecreations	y
		11	Daisy Dog collars	Daisyddaogcollars22	Y	11	Netta Mcgee creations	nettamcgeecreations	N	11	Jacqueline MB designs	Jacquelinembdesigns	y
		12	Body essentilas by beth	bodyessentialsbybeth	Y	12	Body essentilas by beth	bodyessentialsbybeth	Y	12	Moonbitez	Moon bitez	y
		13	Laura Durksta Book	Laura_Durksta_author	Y	13	Retro mermaid	retromermaidshop	Y	13	Iberico Taste	ibericotaste.us	y
		14	Hasty Engavings	Hastyengravings	Y	14	Hasty Engavings	Hastyengravings	Y	14	Hasty Engavings	Hastyengravings	y
		15	Sophies pet fashion	my_sophiepetfashion	Y	15	Sophies pet fashion	my_sophiepetfashion	Y	15	Sophies pet fashion	my_sophiepetfashion	n
		16	Jacqueline MB designs	Jacquelinembdesigns	Y	16	Nioshas	Nishasflavorsofindia	Y	16	Nioshas	Nishasflavorsofindia	n
		17	Pretty by the sea	prettyfromthesea	Y	17	Pretty by the sea	prettyfromthesea	Y	17	Pretty by the sea	prettyfromthesea	y
		18	Floridabloom	florida.bloom	Y	18	Floridabloom	florida.bloom	Y	18	Floridabloom	florida.bloom	n
		19	Happy dog bakery	happydogbakeryinc	Y	19	Happy dog bakery	happydogbakeryinc	Y	19	Happy dog bakery	happydogbakeryinc	n
		20	Universal smoothies	popkettlecorn954	Y	20	Universal smoothies	popkettlecorn954	Y	20	Universal smoothies	popkettlecorn954	n
		21	Pop N kettlecorn	popkettlecorn954	Y	21	Pop N kettlecorn	popkettlecorn954	Y	21	Pop N kettlecorn	popkettlecorn954	n
		22	Bluesman sausage	bluesmanfood	Y	22			Y	22	Pompanadas	pompanadas	y
		23	Mi Healthy Cells	mihealthycells	Y	23	Fruitful Fields	Fruitfulfield.org	Y	23	Juice Chef Seasoning	Juice.chef.seasoning	n
		24	Ciao amore mozzarella market	caseificiooliviere	Y	24	Ciao amore mozzarella market	caseificiooliviere	Y	24	Ciao amore mozzarella market	caseificiooliviere	y
		25	Produce buddies	producebuddies	Y	25	Produce buddies	producebuddies	Y	25	Produce buddies	producebuddies	y
		26	JW pastry	jwpastry	Y	26	JW pastry	jwpastry	Y	26	JW pastry	jwpastry	y
		27	King of Hummus	kingofhummus_inc	Y	27	King of Hummus	kingofhummus_inc	Y	27	King of Hummus	kingofhummus_inc	y
		28				28	Little slice of euroope	littlesliceofeuropa	Y	28	Little slice of europe	littlesliceofeuropa	n
		29	Nishas	Nishasflavorsofindia	Y	29	Lindastakegranola	lindastakegranola	Y	29	Lindastakegranola	lindastakegranola	y
		30	Lavida vanilla	lavidavanilla	Y	30	Lavida vanilla	lavidavanilla	Y	30	Lavida vanilla	lavidavanilla	n
		31	Lip smakin good honey	farmersmarkethoney	Y	31	Lip smakin good honey	farmersmarkethoney	Y	31	Lip smakin good honey	farmersmarkethoney	n
		32	Coffee ark	the_coffeeark	Y	32	Coffee ark	the_coffeeark	Y	32	Dilaedin Coffee	Dilaedincoffee	y
		33	Mr.Bills BBQ	smokingmrbillbbq	Y	33	Mr.Bills BBQ	smokingmrbillbbq	Y	33	Mr.Bills BBQ	smokingmrbillbbq	y
		34	Kona ice	konaicepompanobeach	Y	34	Kona ice	konaicepompanobeach	Y	34	Kona ice	konaicepompanobeach	n
		35				35	Town		Y	35	Town		n
		36				36	Chamber		N	36	Chamber		n
		37	Als turtles	Alsturtle	Y	37	Als Turtles	Als Turtles	Y	37	Body essentilas by beth	bodyessentialsbybeth	n
		38				38				38	Als Turtles	Als Turtles	y
		39				39				39	Gcharmbar	Gcharmsbar	n
		40				40				40			
		41				41				41	Laura Duksta	LauraDuksta	y
		42				42				42			
		43				43				43			
		44				44				44			
		45				45				45			
		TOTAL:	33		32	TOTAL:	36		34	TOTAL:	39		21
CHRISTMAS EVE HOLIDAY	Town Rep:	Linda stopped by			Town Rep:	Katie A			Town Rep:	Kym Miranda			
	Weather:				Weather:	Dreary			Weather:	Thunger / Lighting in the early AM;			
	Notes:	Market looked fine			Notes:	Linda came by for a bit			Notes:	Drizzly / gloomy throughout the day			
		No Show: YN, Simply Décor (called in sick morning of market)				Low attendee turnout No Shows: Chamber, Craft Addicts, Netta McGee				No Shows: 18 due to rain /weather			

Manager: Dan 414-708-6200				Manager: Dan 414-708-6200				Manager: Dan 414-708-6200				Manager: Dan 414-708-6200			
Contact: Jonathan 954-242-7910				Contact: Jonathan 954-242-7910				Contact: Jonathan 954-242-7910				Contact: Jonathan 954-242-7910			
Sunday, January 21, 2024				Sunday, January 28, 2024				Sunday, February 4, 2024				Sunday, February 4, 2024			
	Vendor	Social Handle	Attended		Vendor	Social Handle	Attended		Vendor	Social Handle	Attended		Vendor	Social Handle	Attended
1				1				1				1			
2	Seaglassics	wendy mertz	y	2	Seaglassics	wendy mertz	y	2	Seaglassics	wendy mertz	y	2	Seaglassics	wendy mertz	y
3	Humble roots	humblerootsgarden	n	3	Universal smoothies	popkettlecorn954	y	3	Universal smoothies	popkettlecorn954	n	3	Universal smoothies	popkettlecorn954	n
4	Lux pax and amore	light.peace.love	y	4	Lux pax and amore	light.peace.love	y	4	Lux pax and amore	light.peace.love	y	4	Lux pax and amore	light.peace.love	y
5			y	5	Mihealthycells	Mihealthycells	y	5	Juice Chef Seasoning	juice.chef.seasoning	y	5	Juice Chef Seasoning	juice.chef.seasoning	y
6	Taro natural	takishapolk	y	6	Taro natural	takishapolk	y	6	Taro natural	takishapolk	y	6	Taro natural	takishapolk	y
7	C beautiful change	cbeautifulchange	y	7	C beautiful change	cbeautifulchange	y	7	C beautiful change	cbeautifulchange	y	7	C beautiful change	cbeautifulchange	y
8	YN Accessories	YN_Accessories	y	8	YN Accessories	YN_Accessories	y	8	YN Accessories	YN_Accessories	n	8	YN Accessories	YN_Accessories	n
9	Soul Creations	Soulcreations		9	Soul Creations	Soulcreations	y	9	Fruitful Fields	Fruitfulfield.org	n	9	Fruitful Fields	Fruitfulfield.org	n
10	Havadreme Creations	havadremecreations	y	10	Havadreme Creations	havadremecreations	y	10	Havadreme Creations	havadremecreations	y	10	Havadreme Creations	havadremecreations	y
11	Jacqueline MB designs	Jacquelinembdesigns	y	11	Jacqueline MB designs	Jacquelinembdesigns	y	11	Jacqueline MB designs	Jacquelinembdesigns	n	11	Jacqueline MB designs	Jacquelinembdesigns	n
12	Moonbitez	Moon bitez	y	12	Laura Duksta	LauraDuksta	y	12	Cuerpo Y alma boutique	cuerpoyalmabotique	y	12	Cuerpo Y alma boutique	cuerpoyalmabotique	y
13	Iberico Taste	ibericotaste.us	y	13	Sisis Jewelry	sile8059	y	13	Sisis Jewelry	sile8059	y	13	Sisis Jewelry	sile8059	y
14	Hasty Engavings	Hastyengravings	n	14	Hasty Engavings	Hastyengravings	y	14	Hasty Engavings	Hastyengravings	y	14	Hasty Engavings	Hastyengravings	y
15	Sophies pet fashion	my_sophiepetfashion	y	15	Sophies pet fashion	my_sophiepetfashion	y	15	Sophies pet fashion	my_sophiepetfashion	n	15	Sophies pet fashion	my_sophiepetfashion	n
16	Nioshas	Nishasflavorsfindia	y	16	Nioshas	Nishasflavorsfindia	y	16	Nioshas	Nishasflavorsfindia	y	16	Nioshas	Nishasflavorsfindia	y
17	Pretty by the sea	prettyfromthesea	y	17	Pretty by the sea	prettyfromthesea	y	17	Pretty by the sea	prettyfromthesea	y	17	Pretty by the sea	prettyfromthesea	y
18	Floridabloom	florida.bloom	y	18	Floridabloom	florida.bloom	y	18	Floridabloom	florida.bloom	y	18	Floridabloom	florida.bloom	y
19	Happy dog bakery	happydogbakeryinc	y	19	Happy dog bakery	happydogbakeryinc	y	19	Happy dog bakery	happydogbakeryinc	n	19	Happy dog bakery	happydogbakeryinc	n
20	Universal smoothies	popkettlecorn954	y	20	Humble Roots	humblerootsgarden	y	20	Humble Roots	humblerootsgarden	y	20	Humble Roots	humblerootsgarden	y
21	Pop N kettlecorn	popkettlecorn954	y	21	Pop N kettlecorn	popkettlecorn954	y	21	Pop N kettlecorn	popkettlecorn954	n	21	Pop N kettlecorn	popkettlecorn954	n
22	Pompanadas	pompanadas	y	22	Pompanadas	pompanadas	y	22	Pompanadas	pompanadas	y	22	Pompanadas	pompanadas	y
23	Juice Chef Seasoning	Juice.chef.seasoning	y	23	Curry Wurst	piekfeinberlin	y	23	Curry Wurst	piekfeinberlin	y	23	Curry Wurst	piekfeinberlin	y
24	Ciao amore mozzarella market	caseificiooliviere	y	24	Ciao amore mozzarella market	caseificiooliviere	y	24	Ciao amore mozzarella market	caseificiooliviere	y	24	Ciao amore mozzarella market	caseificiooliviere	y
25	Produce buddies	producebuddies	y	25	Produce buddies	producebuddies	y	25	Produce buddies	producebuddies	y	25	Produce buddies	producebuddies	y
26	JW pastry	jwpastry	y	26	JW pastry	jwpastry	y	26	JW pastry	jwpastry	y	26	JW pastry	jwpastry	y
27	King of Hummus	kingofhummus_inc	y	27	King of Hummus	kingofhummus_inc	y	27	King of Hummus	kingofhummus_inc	y	27	King of Hummus	kingofhummus_inc	y
28	Little slice of europe	littlesliceofeurope	y	28	Little slice of europe	littlesliceofeurope	N	28	Little slice of europe	littlesliceofeurope	n	28	Little slice of europe	littlesliceofeurope	n
29	Lindastakegranola	lindastakegranola	y	29	Iberico Taste	ibericotaste.us	y	29	Iberico Taste	ibericotaste.us	y	29	Iberico Taste	ibericotaste.us	y
30	Lavida vanilla	lavidavanilla	y	30	Lavida vanilla	lavidavanilla	y	30	Lavida vanilla	lavidavanilla	y	30	Lavida vanilla	lavidavanilla	y
31	Lip smakin good honey	farmersmarkethoney	y	31	Lip smakin good honey	farmersmarkethoney	y	31	Lip smakin good honey	farmersmarkethoney	y	31	Lip smakin good honey	farmersmarkethoney	y
32	Dialed in Coffee	Dilaedincoffee	y	32	Dialed in Coffee	Dilaedincoffee	y	32	Doffee Ark	the_coffeeark	y	32	Doffee Ark	the_coffeeark	y
33	Mr. Bills BBQ	smokingmrbillbbq	y	33	Mr. Bills BBQ	smokingmrbillbbq	y	33	Mr. Bills BBQ	smokingmrbillbbq	y	33	Mr. Bills BBQ	smokingmrbillbbq	y
34	Kona ice	konaicepompanobeach	n	34	Kona ice	konaicepompanobeach	y	34	Town		y	34	Town		y
35	Town		y	35	Town		y	35	BSO		y	35	BSO		y
36	Chamber		y	36	Chamber		y	36	Chamber		n	36	Chamber		n
37	Body essentials by beth	bodyessentialsbybeth	y	37	Moonbitez	Moon bitez	y	37	Moonbitez	Moon bitez	y	37	Moonbitez	Moon bitez	y
38	Als Turtles	Als Turtles	y	38	Als Turtles	Als Turtles	y	38	Als Turtles	Als Turtles	n	38	Als Turtles	Als Turtles	n
39	Gcharmbar	Gcharmsbar	y	39	Gcharmbar	Gcharmsbar	y	39	Gcharmbar	Gcharmsbar	n	39	Gcharmbar	Gcharmsbar	n
40	Netta McGee Creations	Netta McGee creations	n	40	Netta McGee Creations	Netta McGee creations	n	40	Iberico Taste	ibericotaste.us	y	40	Iberico Taste	ibericotaste.us	y
41				41				41				41			
42				42				42				42			
43				43				43				43			
44				44				44				44			
45				45				45				45			
TOTAL:	38		34	TOTAL:	39		37	TOTAL:	38		26	TOTAL:			

Town Rep: Katie A
Weather: Sunny, Windy
Notes: Good day, consistent crowd

Town Rep: Katie A
Weather: Nice, little windy
Notes:

Town Rep: Kym
Weather:
Notes: Many vendors showed up but didn't set up because weather
Closed at 11:30AM due to tornado warning

Town Rep:
Weather:
Notes:

FARMERS MARKET 2023 - 2024														
Dan 414-708-6200			Manager:	Dan 414-708-6200			Manager:	Dan 414-708-6200			Manager:	Dan		
Jonathan 954-242-7910			Contact:	Jonathan 954-242-7910			Contact:	Jonathan 954-242-7910			Contact:	Jonath		
Sunday, February 11, 2024				Sunday, February 18, 2024				Sunday, February 25, 2024				Sunda		
Vendor	Social Handle	Attended		Vendor	Social Handle	Attended		Vendor	Social Handle	Attended		Vendor		
DJ				DJ				DJ				DJ		
Seaglassics	wendy mertz	y		Seaglassics	wendy mertz	n		Seaglassics	wendy mertz	y		Seaglassics		
Universal smoothies	popkettlecorn954	y		Universal smoothies	popkettlecorn954	y		Universal smoothies	popkettlecorn954	y		Universal smoothies		
Lux pax and amore	light.peace.love	y		Iberico Taste	ibericotaste.us	y		Cooking Korner	CookingKorner.com	y		YN Accessories		
Felishas Artistry	felos_art	y		Felishas Artistry	felos_art	y		Felishas Artistry	felos_art	y		Felishas Artistry		
Taro natural	takishapolk	y		Taro natural	takishapolk	y		Taro natural	takishapolk	y		Taro natural		
C beautiful change	cbeautifulchange	y		C beautiful change	cbeautifulchange	n		C beautiful change	cbeautifulchange	y		C beautiful change		
YN Accessories	YN_Accessories	y		YN Accessories	YN_Accessories	n		YN Accessories	YN_Accessories	n		YN Accessories		
Mihealthycells	Mihealthycells	y		Mihealthycells	Mihealthycells	y		Mihealthycells	Mihealthycells	y		Mihealthycells		
retromermaid	retromermaidshop	y		Cooking Korner	CookingKorner.com	y		Jacqueline MB designs	Jacquelinembdesigns	n		Cooking Korner		
laura duksta	laura Duksta	y		laura duksta	laura Duksta	y		laura duksta	laura Duksta	y		broward Sheriff		
Cuerpo Y alma boutique	cuerpoyalmabotique	y		Cuerpo Y alma boutique	cuerpoyalmabotique	n		Cuerpo Y alma boutique	cuerpoyalmabotique	y		Fruitful fields		
Sisis Jewelry	sile8059	y		Sisis Jewelry	sile8059	y		Sisis Jewelry	sile8059	y		Cuerpo y alama		
Hasty Engavings	Hastyengravings	y		Nolo	Nolo.com	n		Hasty engravings	hastyengravings	n		Sisis Jewelry		
Sophies pet fashion	my_sophiepetfashion	y		Sophies pet fashion	my_sophiepetfashion	n		Sophies pet fashion	my_sophiepetfashion	y		hasty engravings		
Nishas	Nishasflavorsofindia	y		Nishas	Nishasflavorsofindia	y		Sophies pet fashion	my_sophiepetfashion	y		Sophies pet fashion		
Pretty by the sea	prettyfromthesea	y		Pretty by the sea	prettyfromthesea	n		Nishas	Nishasflavorsofindia	y		Nishas		
Floridabloom	florida.bloom	y		Floridabloom	florida.bloom	n		Pretty by the sea	prettyfromthesea	y		Pretty by the sea		
Happy dog bakery	happydogbakeryinc	y		Happy dog bakery	happydogbakeryinc	n		Floridabloom	florida.bloom	y		Floridabloom		
Juice Chef Seasoning	Juice.chef.seasoning	n		Humble Roots	humblerootsgarden	n		Happy dog bakery	happydogbakeryinc	y		Happy dog bakery		
Pop N kettlecorn	popkettlecorn954	y		Pop N kettlecorn	popkettlecorn954	y		Iberico Taste	ibericotaste.us	y		Iberico Taste		
Pompanadas	pompanadas	y		Pompanadas	pompanadas	n		Pop N kettlecorn	popkettlecorn954	y		Pop N kettlecorn		
Curry Wurst	piekfeinberlin	y		Curry Wurst	piekfeinberlin	y		Pompanadas	pompanadas	y		Pompanadas		
Ciao amore mozzarella market	caseificiooliviere	y		Ciao amore mozzarella market	caseificiooliviere	y		Curry Wurst	piekfeinberlin	y		Curry Wurst		
Produce buddies	producebuddies	y		Produce buddies	producebuddies	y		Ciao amore mozzarella market	caseificiooliviere	y		Ciao amore mozzarella market		
JW pastry	jwpastry	y		JW pastry	jwpastry	y		Produce buddies	producebuddies	y		Produce buddies		
King of Hummus	kingofhummus_inc	y		King of Hummus	kingofhummus_inc	y		JW pastry	jwpastry	y		JW pastry		
Cooking Korner	CookingKorner.com	y		Little slice of europe	littlesliceofeurope	y		King of Hummus	kingofhummus_inc	y		King of Hummus		
Lindastakegranola	lindastakegranola	y		Lindastakegranola	lindastakegranola	n		Little slice of europe	littlesliceofeurope	y		Little slice of europe		
Lavida vanilla	lavidavanilla	y		Lavida vanilla	lavidavanilla	n		Lindastakegranola	lindastakegranola	y		Lindastakegranola		
Lip smakin good honey	farmersmarkethoney	y		Lip smakin good honey	farmersmarkethoney	y		Lavida vanilla	lavidavanilla	y		Lavida vanilla		
Dialed in Coffee	Dilaedincoffee	y		Dialed in Coffee	Dilaedincoffee	y		Lip smakin good honey	farmersmarkethoney	y		Lip smakin good honey		
Mr.Bills BBQ	smokingmrbillbbq	y		Mr.Bills BBQ	smokingmrbillbbq	y		Dialed in Coffee	Dilaedincoffee	y		Dialed in Coffee		
Kool Treats	kooltreatsbymd	y		Kona ice	konaicepompanobeach	n		Mr.Bills BBQ	smokingmrbillbbq	y		Mr.Bills BBQ		
Town		y		Town		n		Kona ice	konaicepompanobeach	y		Kona ice		
Chamber		y		Chamber		y		Town		y		Town		
Moonbitez	Moon bitez	y		Moonbitez	Moon bitez	y		Chamber		y		Chamber		
Als Turtles	Als Turtles	y		Als Turtles	Als Turtles	y		Moonbitez	Moon bitez	y		Moonbitez		
Netta Mcgee Creations	Netta Mcgee creastions	y		gcharm bar	gcharm bar	n		Als Turtles	Als Turtles	y		Als Turtles		
Iberico Taste	ibericotaste.us	y		nettamcgee creations	nettamcgeecreation	y		gcharm bar	gcharm bar	n		gcharm bar		
Havadreme Creations	havadremcreations	y		Havadreme Creations	havadremcreations	n		nettamcgee creations	nettamcgeecreation	n		nettamcgee creations		
Jacqueline MB designs	Jacquelinembdesigns	y		Lux Pax and Amore	light.peace.love	y		Havadreme Creations	havadremcreations	y		Havadreme Creations		
AI Lora entertainment	lora_aj	y		Soul rock	Soul rock	n		Jacqueline MB designs	Jacquelinembdesigns	y		Lux Pax and Amore		
								Bluesman group		y		Jacqueline MB designs		
												Nolo		
41		40	TOTAL:	42		24	TOTAL:	42		37	TOTAL:	43		

Katie A
Warm, Sunny
Bella Quartet
Linda C. came by

Town Rep: Kym
Weather: Rain at 11AM
Notes: Kym went to market but didn't set up due to weather
18 vendors did not setup-why didn't we cancel this market?

Town Rep: Kym
Weather: Good
Notes:

Town Rep: Katie A
Weather: Nice
Notes:

414-708-6200		Manager: Dan 414-708-6200		Manager: Dan 414-708-6200		Manager: Dan 414-708-6200	
an 954-242-7910		Contact: Jonathan 954-242-7910		Contact: Jonathan 954-242-7910		Contact: Jonathan 954-242-7910	
y, March 3, 2024		Sunday, March 10, 2024		Sunday, March 17, 2024		Sunday, March 24, 2024	
Social Handle	Attended	Vendor	Social Handle	Vendor	Social Handle	Social Handle	
wendy mertz	y	1 DJ	y	1 DJ	y	1 DJ	
popkettlecorn954	y	2 Seaglassics	wendy mertz	2 Seaglassics	wendy mertz	2 Seaglassics	wendy mertz
YN_Accessories	y	3 Universal smoothies	popkettlecorn954	3 Universal smoothies	popkettlecorn954	3 Universal smoothies	popkettlecorn954
felos_art	y	4 YN Accessories	YN_Accessories	4 YN Accessories		4	
takishapolk	y	5 Felishas Artistry	felos_art	5 Felishas Artistry	felos_art	5 Felishas Artistry	felos_art
cbeautiffulchange	n	6 Taro natural	takishapolk	6 Taro natural	takishapolk	6 Taro natural	takishapolk
Mihealthycells	y	7 C beutiful change	cbeautiffulchange	7 C beutiful change	cbeautiffulchange	7 C beutiful change	cbeautiffulchange
CookingKorner.com	y	8 Mihealthycells	Mihealthycells	8 Mihealthycells	Mihealthycells	8 Mihealthycells	Mihealthycells
	y	9 Cooking Korner	CookingKorner.com	9 Cooking Korner	CookingKorner.com	9 Cooking Korner	CookingKorner.com
	y	10 Havadreme Creations	havadremecreations	10 Havadreme Creations	havadremecreations	10	
fruitfulfield.org	n	11 Soul creations	soulcreations	11		11 Lux Pax and Amore	light.peace.love
cuerpoyalmabotique	y	12 Altitude Water	altdwater	12 Altitude Water	altdwater	12 Altitude Water	altdwater
sile8059	y	13 Sisis Jewelry	sile8059	13 Sisis Jewelry	sile8059	13 Sisis Jewelry	sile8059
hastyenggravings	n	14 hasty engravings	hastyenggravings	14 hasty engravings	hastyenggravings	14 hasty engravings	hastyenggravings
my_sophiepetfashion	y	15 Sophies pet fashion	my_sophiepetfashion	15 Sophies pet fashion	my_sophiepetfashion	15 Sophies pet fashion	my_sophiepetfashion
Nishasflavorsofindia	y	16 Nishas	Nishasflavorsofindia	16 Nishas	Nishasflavorsofindia	16 Nishas	Nishasflavorsofindia
prettyfromthesea	y	17 Pretty by the sea	prettyfromthesea	17 Pretty by the sea	prettyfromthesea	17 Pretty by the sea	prettyfromthesea
florida.bloom	y	18 Floridabloom	florida.bloom	18 Floridabloom	florida.bloom	18 Floridabloom	florida.bloom
happydogbakeryinc	y	19 Happy dog bakery	happydogbakeryinc	19 Happy dog bakery	happydogbakeryinc	19 Happy dog bakery	happydogbakeryinc
ibericotaste.us	y	20 Nolo	Nolo.com	20 Busters boiled nuts		20 Slice Of Europe	littlesliceofeurope
popkettlecorn954	y	21 Pop N kettlecorn	popkettlecorn954	21 Pop N kettlecorn	popkettlecorn954	21 Pop N kettlecorn	popkettlecorn954
pompanadas	y	22 Pompanadas	pompanadas	22 Pompanadas	pompanadas	22 Pompanadas	pompanadas
piekfeinberlin	y	23 crepes		23 Nolo	Nolo.com	23 Crepes	
		24 Ciao amore mozzarella market	caseificiooliviere	24 Ciao amore mozzarella market	caseificiooliviere	24 Ciao amore mozzarella market	caseificiooliviere
caseificiooliviere	y	25 Produce buddies	producebuddies	25 Produce buddies	producebuddies	25 Produce buddies	producebuddies
producebuddies	y	26 JW pastry	jwpastry	26 JW pastry	jwpastry	26 JW pastry	jwpastry
jwpastry	y	27 King of Hummus	kingofhummus_inc	27 King of Hummus	kingofhummus_inc	27 King of Hummus	kingofhummus_inc
kingofhummus_inc	y	28 Little slice of europe	littlesliceofeurope	28 Little slice of europe	littlesliceofeurope	28 Nolo	Nolo.com
littlesliceofeurope	y	29 Lindastakegranola	lindastakegranola	29 Lindastakegranola	lindastakegranola	29 Lindastakegranola	lindastakegranola
lindastakegranola	y	30 Lavidavanilla	lavidavanilla	30 Lavidavanilla	lavidavanilla	30 Lavidavanilla	lavidavanilla
lavidavanilla	y	31 Lip smakin good honey	farmersmarkethoney	31 Lip smakin good honey	farmersmarkethoney	31 Lip smakin good honey	farmersmarkethoney
farmersmarkethoney	y	32 Dialed in Coffee	Dilaedincoffee	32 Dialed in Coffee	Dilaedincoffee	32 Dialed in Coffee	Dilaedincoffee
Dilaedincoffee	n	33 Mr.Bills BBQ	smokingmrbillbbq	33 Mr.Bills BBQ	smokingmrbillbbq	33 Mr.Bills BBQ	smokingmrbillbbq
smokingmrbillbbq	y	34 Kona ice	konaicepompanobeach	34 Kona ice	konaicepompanobeach	34 Kona ice	konaicepompanobeach
konaicepompanobeach	n	35 Town		35 Town		35 Town	
	y	36 Chamber		36 Chamber		36 Chamber	
	y	37 Moonbitez	Moon bitez	37 Moonbitez	Moon bitez	37 Moonbitez	Moon bitez
Moon bitez	y	38 Cuerpo y alama	cuerpoyalmabotique	38 Als Turtles	Als Turtles	38 Cuerpo y alama	
Als Turtles	y	39 gcharm bar	gcharm bar	39 gcharm bar	gcharm bar	39 gcharm bar	gcharm bar
gcharm bar	y	40 laura duksta	laura duksta	40 laura duksta	laura duksta	40 nettamcgee creations	nettamcgee creation
nettamcgee creation	y	41 Jacqueline MB designs	Jacquelinembdesigns	41 Jacqueline MB designs	Jacquelinembdesigns	41 YN Accessories	YN_Accessories
havadremecreations	y	42 Lux Pax and Amore	light.peace.love	42 Lux Pax and Amore	light.peace.love	42 Cuerpo y alama	cuerpoyalmabotique
light.peace.love	y	43 Aj Lora Music	Aj Lora	43 nettamcgee creations	nettamcgee creation	43 laura duksta	laura duksta
Jacquelinembdesigns	y	44		44 Cuerpo y alama	cuerpoyalmabotique	44 dog fashion show tent	
	y			45 YN Accessories	YN_Accessories	45 sandy paws pet rescue	sandypawscanineresue
	38	TOTAL:		TOTAL:	44	TOTAL:	42

Town Rep: Katie
Weather: Good
Notes: Kona not thrilled w tent right next to them; need to move; walkway hazard

Town Rep: Kym
Weather: Good weather
Notes: Starlight Band
Roving leprechaun

Town Rep: Katie
Weather: Nice day
Notes: Dog Show Activation - well received
Per CM: Taro couldn't come; Altitude Water no showed and it out of roster; Pompanadas sick; Nolo didn't do wel
Granila sprained ankle; Crepes no showed again

	Manager: Contact: Sunday, March 31, 2024 [EASTER]					Manager: Dan 414-708-6200 Contact: Jonathan 954-242-7910 Sunday, April 7, 2024					Manager: Dan 414-708-6200 Contact: Jonathan 954-242-7910 Sunday, April 14, 2024					Manager: Dana 414-708-6200 Contact: Jonathan 954-242-7910 Sunday, April 14, 2024			
Attended	Vendor	Social Handle	Attended		Vendor	Social Handle	Attended		Vendor	Social Handle	Attended		Vendor	Social Handle	Attended		Vendor	Social Handle	Attended
y					1	DJ	y		1	DJ	y		1	DJ	y		1	DJ	y
y					2	Seaglassics	wendy mertz	y	2	Seaglassics	wendy mertz	y	2	Seaglassics	wendy mertz	y	2	Seaglassics	wendy mertz
y					3	Universal smoothies	popkettlecorn954	y	3	Universal smoothies	popkettlecorn954	y	3	Universal smoothies	popkettlecorn954	y	3	Universal smoothies	popkettlecorn954
y					4	YN Accessories	YN_Accessories	y	4	YN Accessories	YN_Accessories	y	4	YN Accessories	YN_Accessories	y	4	YN Accessories	YN_Accessories
y					5	Felishas Artistry	felos_art	y	5	Felishas Artistry	felos_art	y	5	Felishas Artistry	felos_art	y	5	Felishas Artistry	felos_art
n					6	Taro natural	takishapolk	y	6	Taro natural	takishapolk	y	6	Taro natural	takishapolk	y	6	Taro natural	takishapolk
y					7	C beautiful change	cbeautifulchange	y	7	C beautiful change	cbeautifulchange	y	7	C beautiful change	cbeautifulchange	y	7	C beautiful change	cbeautifulchange
y					8	Mihealthycells	Mihealthycells	y	8	Mihealthycells	Mihealthycells	y	8	Mihealthycells	Mihealthycells	y	8	Mihealthycells	Mihealthycells
y					9	Havadreme Creations	havadremecreations	y	9	Havadreme Creations	havadremecreations	y	9	Havadreme Creations	havadremecreations	y	9	Havadreme Creations	havadremecreations
y					10	BSO		y	10	Boy Scouts		y	10	Boy Scouts		y	10	Havadreme Creations	
y					11	Jacqueline MB designs	Jacquelinemdbdesigns	y	11	Jacqueline MB designs	Jacquelinemdbdesigns	y	11	Jacqueline MB designs	Jacquelinemdbdesigns	y	11	Jacqueline MB designs	Jacquelinemdbdesigns
n					12	laura duksta	laura duksta	y	12	laura duksta	laura duksta	y	12	laura duksta	laura duksta	y	12	laura duksta	laura duksta
y					13	Sisis Jewelry	sile8059	y	13	Sisis Jewelry	sile8059	y	13	Sisis Jewelry	sile8059	y	13	Sisis Jewelry	sile8059
y					14	hasty engravings	hastyengravings	y	14	hasty engravings	hastyengravings	n	14	hasty engravings	hastyengravings	n	14		
y					15	Sophies pet fashion	my_sophiepetfashion	y	15	Sophies pet fashion	my_sophiepetfashion	y	15	Sophies pet fashion	my_sophiepetfashion	y	15	Sophies pet fashion	my_sophiepetfashion
y					16	Nishas	Nishasflavorsfindia	y	16	Nishas	Nishasflavorsfindia	y	16	Nishas	Nishasflavorsfindia	y	16	Nishas	Nishasflavorsfindia
y					17	Pretty by the sea	prettyfromthesea	y	17	Pretty by the sea	prettyfromthesea	y	17	Pretty by the sea	prettyfromthesea	y	17	Pretty by the sea	prettyfromthesea
y					18	Floridabloom	florida.bloom	y	18	Floridabloom	florida.bloom	y	18	Floridabloom	florida.bloom	y	18	Floridabloom	florida.bloom
y					19	Happy dog bakery	happydogbakeryinc	y	19	Happy dog bakery	happydogbakeryinc	y	19	Happy dog bakery	happydogbakeryinc	y	19	Happy dog bakery	happydogbakeryinc
y					20	Slice Of Europe	littlesliceofeurope	y	20	Slice Of Europe	littlesliceofeurope	y	20	Slice Of Europe	littlesliceofeurope	y	20	Slice Of Europe	littlesliceofeurope
y					21	Pop N kettlecorn	popkettlecorn954	y	21	Pop N kettlecorn	popkettlecorn954	n	21	Pop N kettlecorn	popkettlecorn954	n	21	Pop N kettlecorn	popkettlecorn954
n					22	Pompanadas	pompanadas	y	22	Pompanadas	pompanadas	y	22	Pompanadas	pompanadas	y	22	Pompanadas	pompanadas
n					23	Mycaribbean flavor	mycaribbeanflavor	y	23				23				23		
y					24	Ciao amore mozzarella market	caseificiooliviere	y	24	Ciao amore mozzarella market	caseificiooliviere	y	24	Ciao amore mozzarella market	caseificiooliviere	y	24	Ciao amore mozzarella market	caseificiooliviere
y					25	Produce buddies	producebuddies	y	25	Produce buddies	producebuddies	y	25	Produce buddies	producebuddies	y	25	Produce buddies	producebuddies
y					26	JW pastry	jwpastry	y	26	JW pastry	jwpastry	y	26	JW pastry	jwpastry	y	26	JW pastry	jwpastry
y					27	King of Hummus	kingofhummus_inc	y	27	King of Hummus	kingofhummus_inc	y	27	King of Hummus	kingofhummus_inc	y	27	King of Hummus	kingofhummus_inc
n					28	Cooking Korner	CookingKorner.com	y	28	Cooking Korner	CookingKorner.com	y	28	Cooking Korner	CookingKorner.com	y	28	Cooking Korner	CookingKorner.com
n					29	Lindastakegranola	lindastakegranola	y	29	Lindastakegranola	lindastakegranola	y	29	Lindastakegranola	lindastakegranola	y	29	Lindastakegranola	lindastakegranola
y					30	Lavida vanilla	lavidavanilla	y	30	Lavida vanilla	lavidavanilla	y	30	Lavida vanilla	lavidavanilla	y	30	Lavida vanilla	lavidavanilla
y					31	Lip smakin good honey	farmersmarkethoney	y	31	Lip smakin good honey	farmersmarkethoney	y	31	Lip smakin good honey	farmersmarkethoney	y	31	Lip smakin good honey	farmersmarkethoney
y					32	Honey Bistro Coffee	thehoneybistro	y	32	Dialed in Coffee	Dilaedincoffee	y	32	Dialed in Coffee	Dilaedincoffee	y	32	Dialed in Coffee	Dilaedincoffee
y					33	Mr.Bills BBQ	smokingmrbillbbq	y	33	Mr.Bills BBQ	smokingmrbillbbq	y	33	Mr.Bills BBQ	smokingmrbillbbq	y	33	Mr.Bills BBQ	smokingmrbillbbq
y					34	Kona ice	konaicepompanobeach	y	34	Kona ice	konaicepompanobeach	y	34	Kona ice	konaicepompanobeach	y	34	Kona ice	konaicepompanobeach
y					35	Town		y	35	Town		y	35	Town		y	35	Town	
y					36	Chamber		y	36				36	town			36	town	
y					37	Moonbitez	Moon bitez	y	37	Moonbitez	Moon bitez	y	37	Lux Pax and Amore			37	Lux Pax and Amore	
y					38	Cuerpo y alama	cuerpoyalmabotique	y	38	Cuerpo y alama	cuerpoyalmabotique	y	38	Als Turtles			38	Als Turtles	
y					39	gcharm bar	gcharm bar	y	39	gcharm bar	gcharm bar	y	39	Cuerpo y alama			39	Cuerpo y alama	
y					40	Cuerpo y alama	cuerpoyalmabotique	y	40	Cuerpo y alama	cuerpoyalmabotique	y	40	Moonbitez			40	Moonbitez	
y					41				41				41	Ltrain Musician			41	Ltrain Musician	
y					42	Lux Pax and Amore	light.peace.love	y	42	Lux Pax and Amore	light.peace.love	y	42				42		
y					43	AJ LORA Musician	AJ LORA	y	43	At The Starlight	Atthestarlight	y	43				43		
y																			
y																			
y																			
38	TOTAL:	0		0	TOTAL:	41		41	TOTAL:	39		37	TOTAL:			37	TOTAL:		37
Town Rep: Weather: Notes: Market cancelled per Town for Easter				Town Rep: Kym Weather: Good Notes:				Town Rep: Katie A Weather: Sunny, Warm Notes:				Town Rep: Courtney E Weather: Very Hot Notes: Live musician							



Agenda Item No: 7.a.

Town Commission Agenda Item Report

Meeting Date: June 11, 2024

Submitted By: Ashley Zalewski, Fire Inspector Ashley Zalewski

Submitting Department: Administration

Item Type: Public Safety Discussion

Agenda Section: PUBLIC SAFETY DISCUSSION

Subject Title: PBFR May 2024 Public Safety Report

Explanation: PBFR May 2024 report prepared by Fire Inspector Ashley Zalewski.

Recommendation: Accept/Approve

Exhibits:

1. PBFR May 2024 Report for LBTS



POMPANO BEACH
FIRE RESCUE
Bureau of Fire Prevention

100 West Atlantic
Boulevard Room 220
Pompano Beach, FL
33060 Office
954•786•4695
Fax 954•786•4328

TO: LINDA CONNORS, TOWN MANAGER

FROM: ASHLEY ZALEWSKI

SUBJECT: PBFR PUBLIC SAFETY REPORT – MAY2024

CC: PETE MCGINNIS

Below are the resident complaints for the month of May: 0

Below are the public education events that were held during the month of May:

- Community Event- 1- **Friday Night Music.**

Plan Reviews and Fees:

Plans Examiner Zalewski reports the below statistical data for the month of May:

Type	Amount/Number
Plans Reviewed	16
Square Footage	212,780
Plan Review Revision Fee	\$75.00
Fire/Rescue Fee	\$0.00
Total Project Cost	\$601,594.26
PBFR Plan Review Fee	\$3149.59
PBFR Tech Fee	\$62.99
New Constructions	16
Annual Inspections	8
Meetings	9

Plan Type	Plans Reviewed
30- Apartments	11
24-One/Two Family	2
90- Site Plan	1
28- Hotel	2
Grand Total-	16

Complaints & Notice of Violation:

Plans Examiner Zalewski reports that Complaints for the month of May:

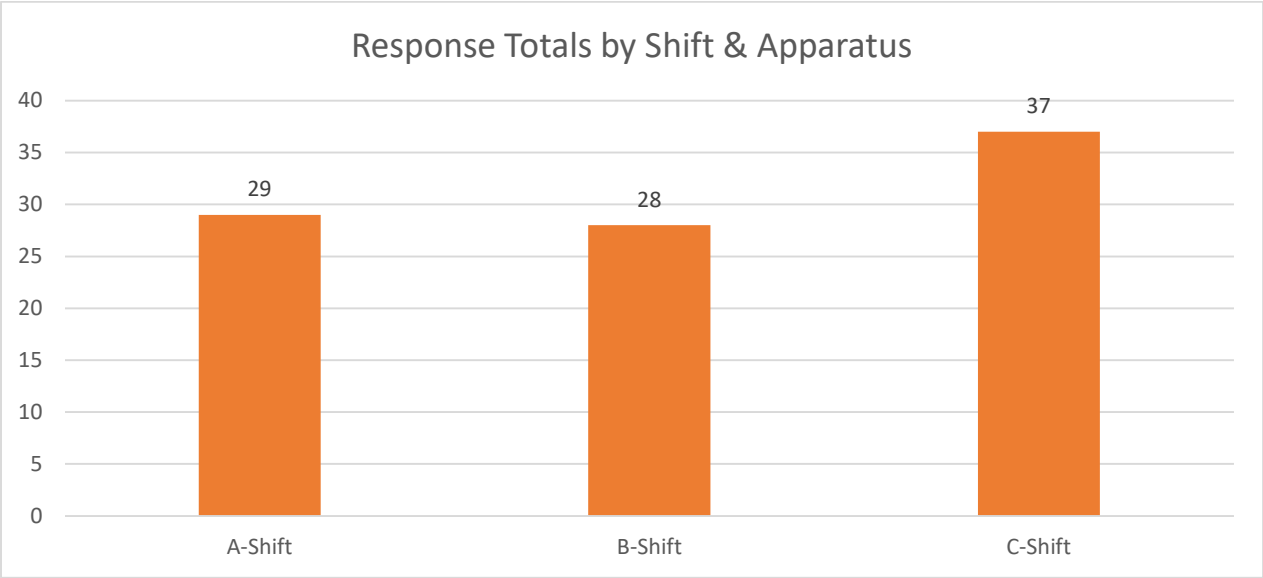
	Assigned	On Going	Completed
5/01/2024 through 5/31/24	0	0	0

Below are the Fire Incidents for the Month of May 2024.

Part III- Breakdown of Fires (Incident Type 110-129)

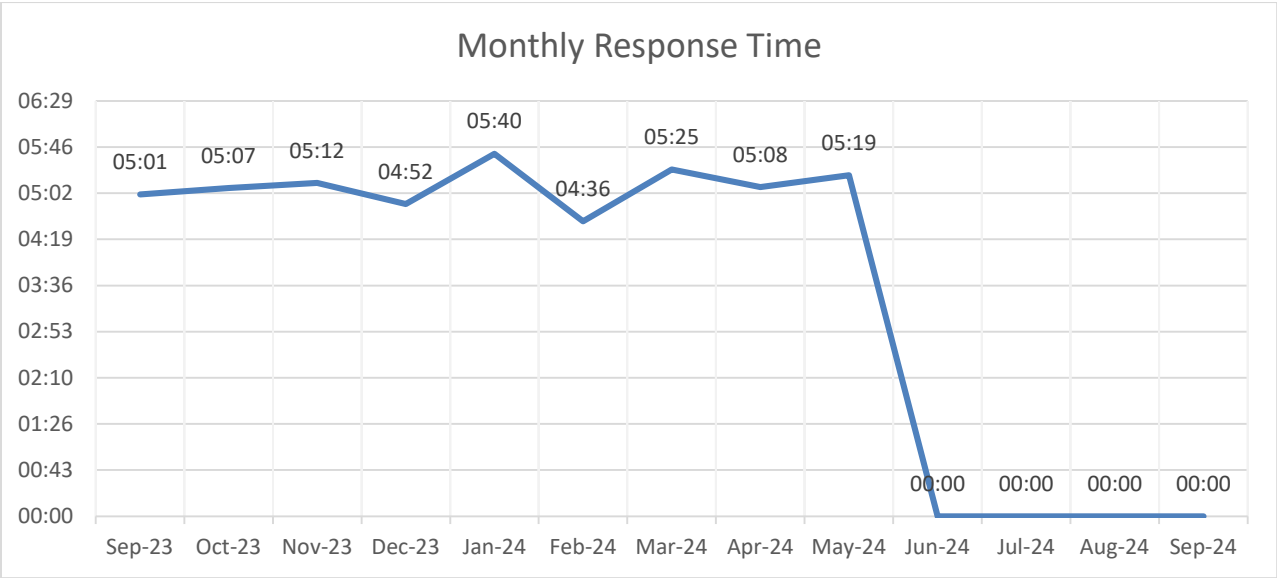
Structure Fires	Estimated Property Loss	Civilian Casualty	Civilian Deaths	Total
Structure Fires	Estimated Property Loss	Civilian Casualty	Civilian Deaths	Total
02 - Residential - Apartments	\$0.00	0	0	0
04 - Other Residential	\$0.00	0	0	0
06 - Public Assembly	\$0.00	0	0	0
09 - Stores and Offices	\$0.00	0	0	0
	Total Loss \$0.00			0

PBFR Operational Statistics:



Total call for month: 94

There are 3 shifts that work from 7:30a-7:30a. We have a 24 hr shift schedule.



Monthly Response Time Chart is an average of response times from time of dispatch to arrival on scene.

Station 12	C-Shift	R12	5/1/24 3:07 PM	5/1/24 3:10 PM	EMS call, excluding vehicle accident with injury	0:02:41
Station 12	C-Shift	R12	5/1/24 8:04 PM	5/1/24 8:08 PM	EMS call, excluding vehicle accident with injury	0:04:54
Station 12	A-Shift	R12	5/2/24 11:41 AM	5/2/24 11:47 AM	EMS call, excluding vehicle accident with injury	0:05:26
Station 12	A-Shift	R12	5/2/24 2:47 PM	5/2/24 2:54 PM	EMS call, excluding vehicle accident with injury	0:06:36
Station 12	B-Shift	R12	5/3/24 1:24 PM	5/3/24 1:34 PM	Swimming/recreational water areas rescue	0:10:07
Station 12	B-Shift	R12	5/3/24 8:25 PM	5/3/24 8:32 PM	EMS call, excluding vehicle accident with injury	0:06:17
Station 12	C-Shift	R12	5/4/24 8:28 AM	5/4/24 8:30 AM	EMS call, excluding vehicle accident with injury	0:02:41
Station 12	C-Shift	R12	5/4/24 4:35 PM	5/4/24 4:41 PM	EMS call, excluding vehicle accident with injury	0:05:50
Station 12	C-Shift	R12	5/4/24 7:51 PM	5/4/24 7:54 PM	Police matter	0:02:55
Station 12	C-Shift	R12	5/5/24 4:45 AM	5/5/24 4:52 AM	EMS call, excluding vehicle accident with injury	0:07:24
Station 12	A-Shift	R12	5/5/24 9:09 AM	5/5/24 9:14 AM	EMS call, excluding vehicle accident with injury	0:04:24
Station 12	A-Shift	R12	5/5/24 9:56 AM	5/5/24 9:58 AM	Assist invalid	0:02:01
Station 12	A-Shift	R12	5/5/24 5:37 PM	5/5/24 5:42 PM	EMS call, excluding vehicle accident with injury	0:04:51
Station 12	B-Shift	R12	5/6/24 8:13 AM	5/6/24 8:14 AM	EMS call, excluding vehicle accident with injury	0:00:56
Station 12	B-Shift	R12	5/6/24 9:19 PM	5/6/24 9:24 PM	EMS call, excluding vehicle accident with injury	0:04:22
Station 12	B-Shift	R12	5/7/24 4:16 AM	5/7/24 4:23 AM	EMS call, excluding vehicle accident with injury	0:07:35
Station 12	C-Shift	R12	5/7/24 8:09 AM	5/7/24 8:14 AM	EMS call, excluding vehicle accident with injury	0:04:37
Station 12	C-Shift	R12	5/7/24 1:38 PM	5/7/24 1:43 PM	EMS call, excluding vehicle accident with injury	0:04:51
Station 12	C-Shift	R12	5/7/24 4:58 PM	5/7/24 5:04 PM	EMS call, excluding vehicle accident with injury	0:05:20
Station 12	C-Shift	R12	5/8/24 2:41 AM	5/8/24 2:47 AM	EMS call, excluding vehicle accident with injury	0:05:16
Station 12	A-Shift	R12	5/8/24 4:21 PM	5/8/24 4:26 PM	EMS call, excluding vehicle accident with injury	0:04:30
Station 12	A-Shift	R12	5/9/24 2:51 AM	5/9/24 2:58 AM	EMS call, excluding vehicle accident with injury	0:07:04
Station 12	C-Shift	R12	5/10/24 10:46 AM	5/10/24 10:50 AM	Assist invalid	0:04:09
Station 12	C-Shift	R12	5/10/24 1:08 PM	5/10/24 1:13 PM	EMS call, excluding vehicle accident with injury	0:04:49
Station 12	C-Shift	R12	5/10/24 6:36 PM	5/10/24 6:39 PM	EMS call, excluding vehicle accident with injury	0:03:44
Station 12	C-Shift	R12	5/11/24 3:35 AM	5/11/24 3:42 AM	Public service assistance, other	0:07:10
Station 12	A-Shift	R12	5/11/24 1:13 PM	5/11/24 1:17 PM	EMS call, excluding vehicle accident with injury	0:04:26
Station 12	A-Shift	R12	5/11/24 2:50 PM	5/11/24 2:55 PM	Assist invalid	0:04:23
Station 12	B-Shift	R12	5/12/24 8:21 AM	5/12/24 8:22 AM	Service Call, other	0:00:42
Station 12	C-Shift	R12	5/13/24 9:47 AM	5/13/24 9:50 AM	EMS call, excluding vehicle accident with injury	0:02:59
Station 12	C-Shift	R12	5/13/24 1:29 PM	5/13/24 1:34 PM	EMS call, excluding vehicle accident with injury	0:04:45
Station 12	C-Shift	R12	5/13/24 8:30 PM	5/13/24 8:35 PM	Assist invalid	0:05:19
Station 12	C-	R12	5/14/24 6:48 AM	5/14/24 6:51 AM	EMS call, excluding vehicle accident with injury	0:03:22

	Shift					
Station 12	A-Shift	R12	5/14/24 9:23 AM	5/14/24 9:31 AM	EMS call, excluding vehicle accident with injury	0:07:33
*Station 12	A-Shift	R12	5/14/24 10:31 AM	5/14/24 10:45 AM	EMS call, excluding vehicle accident with injury	0:13:41
Station 12	A-Shift	R12	5/14/24 6:44 PM	5/14/24 6:48 PM	EMS call, excluding vehicle accident with injury	0:04:05
Station 12	A-Shift	R12	5/14/24 9:28 PM	5/14/24 9:33 PM	No incident found on arrival at dispatch address	0:04:57
Station 12	A-Shift	R12	5/15/24 1:41 AM	5/15/24 1:45 AM	No incident found on arrival at dispatch address	0:03:54
Station 12	A-Shift	R12	5/15/24 5:31 AM	5/15/24 5:36 AM	EMS call, excluding vehicle accident with injury	0:04:50
Station 12	B-Shift	R12	5/15/24 11:19 AM	5/15/24 11:26 AM	EMS call, excluding vehicle accident with injury	0:06:53
Station 12	B-Shift	R12	5/15/24 1:35 PM	5/15/24 1:41 PM	EMS call, excluding vehicle accident with injury	0:05:40
Station 12	B-Shift	R12	5/15/24 9:00 PM	5/15/24 9:05 PM	EMS call, excluding vehicle accident with injury	0:04:39
Station 12	C-Shift	R12	5/16/24 12:18 PM	5/16/24 12:22 PM	EMS call, excluding vehicle accident with injury	0:04:16
Station 12	C-Shift	R12	5/16/24 4:31 PM	5/16/24 4:36 PM	EMS call, excluding vehicle accident with injury	0:05:01
Station 12	C-Shift	R12	5/16/24 6:11 PM	5/16/24 6:15 PM	EMS call, excluding vehicle accident with injury	0:03:36
Station 12	C-Shift	R12	5/16/24 10:16 PM	5/16/24 10:21 PM	EMS call, excluding vehicle accident with injury	0:04:58
Station 12	C-Shift	R12	5/16/24 11:08 PM	5/16/24 11:12 PM	EMS call, excluding vehicle accident with injury	0:04:39
Station 12	C-Shift	R12	5/17/24 1:21 AM	5/17/24 1:27 AM	EMS call, excluding vehicle accident with injury	0:05:37
Station 12	C-Shift	R12	5/17/24 7:08 AM	5/17/24 7:12 AM	EMS call, excluding vehicle accident with injury	0:03:28
*Station 114	A-Shift	R12	5/17/24 10:52 AM	5/17/24 11:09 AM	EMS call, excluding vehicle accident with injury	0:16:52
Station 12	A-Shift	R12	5/17/24 6:06 PM	5/17/24 6:12 PM	No incident found on arrival at dispatch address	0:05:59
Station 12	B-Shift	R12	5/17/24 8:53 PM	5/17/24 8:56 PM	EMS call, excluding vehicle accident with injury	0:03:24
Station 12	B-Shift	R12	5/18/24 8:57 AM	5/18/24 9:00 AM	EMS call, excluding vehicle accident with injury	0:02:56
Station 12	B-Shift	R12	5/18/24 1:01 PM	5/18/24 1:08 PM	EMS call, excluding vehicle accident with injury	0:07:11
Station 12	B-Shift	R12	5/18/24 2:59 PM	5/18/24 3:04 PM	EMS call, excluding vehicle accident with injury	0:05:23
Station 12	B-Shift	R12	5/18/24 4:10 PM	5/18/24 4:15 PM	EMS call, excluding vehicle accident with injury	0:04:46
Station 12	B-Shift	R12	5/19/24 12:27 AM	5/19/24 12:34 AM	EMS call, excluding vehicle accident with injury	0:06:38
Station 12	C-Shift	R12	5/19/24 12:47 PM	5/19/24 12:54 PM	EMS call, excluding vehicle accident with injury	0:06:56
Station 12	C-Shift	R12	5/19/24 1:04 PM	5/19/24 1:09 PM	EMS call, excluding vehicle accident with injury	0:05:04
Station 12	C-Shift	R12	5/19/24 5:40 PM	5/19/24 5:40 PM	EMS call, excluding vehicle accident with injury	0:00:08
Station 12	C-Shift	R12	5/19/24 11:50 PM	5/19/24 11:56 PM	EMS call, excluding vehicle accident with injury	0:06:12
Station 12	A-Shift	R12	5/20/24 10:54 AM	5/20/24 10:57 AM	EMS call, excluding vehicle accident with injury	0:02:51
Station 12	A-Shift	R12	5/20/24 1:07 PM	5/20/24 1:12 PM	EMS call, excluding vehicle accident with injury	0:05:36
Station 12	A-Shift	R12	5/20/24 4:45 PM	5/20/24 4:49 PM	EMS call, excluding vehicle accident with injury	0:04:21
*Station 11	A-Shift	R12	5/20/24 6:07 PM	5/20/24 6:17 PM	EMS call, excluding vehicle accident with injury	0:09:46
Station 12	A-Shift	R12	5/20/24 7:30 PM	5/20/24 7:36 PM	Chemical spill or leak	0:05:32

Station 12	B-Shift	R12	5/21/24 7:53 PM	5/21/24 7:58 PM	EMS call, excluding vehicle accident with injury	0:05:38
Station 12	B-Shift	R12	5/22/24 1:52 AM	5/22/24 1:58 AM	EMS call, excluding vehicle accident with injury	0:06:20
Station 12	C-Shift	R12	5/22/24 1:19 PM	5/22/24 1:22 PM	EMS call, excluding vehicle accident with injury	0:03:25
Station 12	C-Shift	R12	5/22/24 8:49 PM	5/22/24 8:53 PM	EMS call, excluding vehicle accident with injury	0:03:57
Station 12	C-Shift	R12	5/22/24 9:33 PM	5/22/24 9:38 PM	EMS call, excluding vehicle accident with injury	0:05:08
Station 12	A-Shift	R12	5/23/24 11:58 AM	5/23/24 12:01 PM	EMS call, excluding vehicle accident with injury	0:02:55
Station 12	A-Shift	R12	5/23/24 4:20 PM	5/23/24 4:24 PM	No incident found on arrival at dispatch address	0:04:49
Station 12	A-Shift	R12	5/23/24 6:33 PM	5/23/24 6:36 PM	EMS call, excluding vehicle accident with injury	0:03:15
Station 12	B-Shift	R12	5/24/24 10:31 AM	5/24/24 10:37 AM	Emergency medical service incident, other	0:05:57
*Station 12	B-Shift	R12	5/24/24 11:50 AM	5/24/24 12:05 PM	Public service assistance, other	0:14:42
Station 12	B-Shift	R12	5/24/24 12:27 PM	5/24/24 12:28 PM	EMS call, excluding vehicle accident with injury	0:00:59
Station 12	B-Shift	R12	5/24/24 4:34 PM	5/24/24 4:40 PM	EMS call, excluding vehicle accident with injury	0:05:59
Station 12	B-Shift	R12	5/24/24 7:18 PM	5/24/24 7:22 PM	EMS call, excluding vehicle accident with injury	0:03:53
Station 12	C-Shift	R12	5/25/24 2:56 PM	5/25/24 3:03 PM	EMS call, excluding vehicle accident with injury	0:06:41
Station 12	C-Shift	R12	5/25/24 8:28 PM	5/25/24 8:32 PM	EMS call, excluding vehicle accident with injury	0:04:22
Station 12	A-Shift	R12	5/26/24 10:42 AM	5/26/24 10:46 AM	EMS call, excluding vehicle accident with injury	0:03:39
Station 12	A-Shift	R12	5/26/24 11:38 AM	5/26/24 11:44 AM	No incident found on arrival at dispatch address	0:05:55
Station 12	A-Shift	R12	5/26/24 3:12 PM	5/26/24 3:19 PM	EMS call, excluding vehicle accident with injury	0:06:26
Station 12	A-Shift	R12	5/26/24 7:41 PM	5/26/24 7:44 PM	Assist invalid	0:03:13
Station 12	B-Shift	R12	5/27/24 2:30 PM	5/27/24 2:43 PM	EMS call, excluding vehicle accident with injury	0:12:54
Station 12	B-Shift	R12	5/28/24 2:11 AM	5/28/24 2:20 AM	EMS call, excluding vehicle accident with injury	0:09:33
Station 12	B-Shift	R12	5/28/24 5:48 AM	5/28/24 5:57 AM	EMS call, excluding vehicle accident with injury	0:08:15
Station 12	C-Shift	R12	5/28/24 9:52 AM	5/28/24 9:59 AM	Gas leak (natural gas or LPG)	0:06:17
Station 12	C-Shift	R12	5/28/24 2:09 PM	5/28/24 2:14 PM	EMS call, excluding vehicle accident with injury	0:05:16
Station 12	C-Shift	R12	5/28/24 6:14 PM	5/28/24 6:19 PM	EMS call, excluding vehicle accident with injury	0:05:05
Station 12	B-Shift	R12	5/30/24 8:17 AM	5/30/24 8:19 AM	EMS call, excluding vehicle accident with injury	0:02:18
Station 12	B-Shift	R12	5/30/24 10:09 AM	5/30/24 10:14 AM	EMS call, excluding vehicle accident with injury	0:04:46
Station 12	B-Shift	R12	5/30/24 1:16 PM	5/30/24 1:21 PM	EMS call, excluding vehicle accident with injury	0:04:41

***Closest unit response- R12 was called for a rescue call outside of Lauderdale by the Sea.**

Software upgrade should be ready by the beginning of July 2024.





Agenda Item No: 8.a.

Town Commission Agenda Item Report

Meeting Date: June 11, 2024

Submitted By:

Submitting Department: Administration

Item Type: Presentation

Agenda Section: TOWN MANAGER REPORT

Subject Title: Town Manager Report for June 11, 2024

Explanation: 1.Strategic Planning Update

Staff has been working with surrounding communities and the BCCMA/FCCMA to gather a list of strategic planning firms. Over the next several weeks staff will be vetting these firms via a series of conversations and ultimately selecting several agencies to present their goals/visions for a successful strategic planning session to the Commission for their consideration. Once the Commission has selected its preferred firm, staff will begin the process of reviewing dates for these sessions to determine the Commission's preferences/availability.

YOUR TOWN IS NOW IN YOUR HANDS

- [Report an Issue](#)
- [Stay Connected](#)
- [View Town News and Upcoming Events](#)

Download Our App Today!
Search for the Town of Lauderdale-by-the-Sea

Download on the **App Store** | **ANDROID APP ON Google play**

2. Tyler Technology Update

Town staff has been working with Tyler Technologies on an App that will be available on both Apple and Android systems. This will allow residents to report an issue, view important Town News and upcoming events as well as stay connected for other features as they begin to roll out such as a Town business directory. Staff will be going through training in the upcoming weeks and then will review the data for accuracy prior to the app's release later this year.

3. Pier Sign Update

Staff has requested several quotes for engineering and installation of the pier sign. Once a

vendor is selected, we will be able to provide the Commission with a timeline for its installation.

4. Upcoming Meetings

Date	Type	Time
June 25	Special Meeting - Donations	5:01
June 25	Town Commission Meeting	6:30
June 27	Code Compliance	5:00

Recommendation:

Exhibits: None



Agenda Item No: 10.a.

Town Commission Agenda Item Report

Meeting Date: June 11, 2024

Submitted By: Katrina Adler, Town Clerk

Submitting Department: Administration

Item Type: Approval of Minutes

Agenda Section: APPROVAL OF MINUTES

Subject Title: Approval of Minutes for May 14, and May 21, 2024.

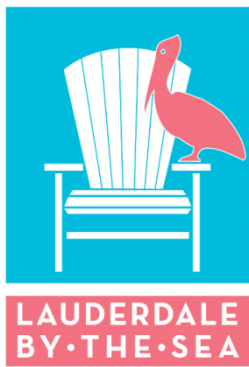
Explanation: Draft minutes for approval for the following meetings:

- 5-14-24 Commission Workshop
- 5-14-24 Regular Commission Meeting
- 5-21-24 Commission Workshop

Recommendation: Accept/Approve

Exhibits:

1. 5-14-24 Workshop Draft Minutes
2. 5-14-24 Regular Meeting Draft Minutes
3. 5-21-24 Workshop Draft Minutes



DRAFT
TOWN OF LAUDERDALE-BY-THE-SEA
TOWN COMMISSION
BUDGET WORKSHOP
Jarvis Hall
4505 Ocean Drive
Tuesday, May 14, 2024
5:00 PM

1. CALL TO ORDER, MAYOR EDMUND MALKOON

Mayor Edmund Malkoon called the meeting to order at 5:00 p.m. Also present were Vice Mayor Randy Strauss, Commissioner Richard DeNapoli, Commissioner John A. Graziano, Commissioner Theo Pouloupoulos, Town Manager Linda Connors, Town Attorney Susan Trevarthen, Deputy Town Manager/Public Works Director Ken Rubach, Development Services Director Jhanelle Campbell, Director of Budget and Finance Lucila Lang, Assistant Finance Director Edner Saint-Jean, Events and Marketing Manager Katie Anderson, and Town Clerk Katrina Adler.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. DISCUSSION ITEM

a. FY2024-2025 Budget Presentation

Director of Budget and Finance Lucila Lang explained that the purpose of tonight's budget workshop is to share the Town's budget process with the Town Commission and the public. She showed three videos on the budget process and the establishment of the Town's millage rate. The videos are available on the Town's website.

Mayor Malkoon advised that the Town is seeking to make the budget process more transparent so residents understand and can contribute to the process.

At this time Mayor Malkoon opened public comment.

Carol Kulkin, resident, requested that the Commission consider adding a Mobi-mat at the beach entrance located between the Royal Coast and Seawatch restaurant. She pointed out that many residents find the existing beach access at that location difficult to use.

Town Manager Linda Connors recalled that the Town had applied for a \$10,000 grant from the American Association of Retired Persons (AARP) but was not awarded the

grant. The Town will continue to look for other funding opportunities. Mayor Malkoon stated that he would like to see a line item in the Town's budget for a Mobi-mat, even if the Town does not receive grant funds for it. At present, there is only one Mobi-mat in the Town at the El Prado beach entrance.

Commissioner Graziano asked if the addition of mats would be added by the Town or by the condominiums located on the beachfront. Town Manager Connors clarified that the Town would only add mats at public access points. The Town also has a beach wheelchair unit.

Commissioner Graziano requested clarification of the cost of a Mobi-mat. Town Manager Connors explained that one purpose of tonight's meeting is for the Commission to inform Staff of what they would like Staff to research. Staff will come back in June with more specific numbers and prioritize items. When more information is available regarding tax assessments, the Commission and Staff will have a clearer understanding of the amount that can be generated by the Town's current millage rate.

Ken Rubach, Deputy Town Manager/Public Works Director, further clarified that the cost of a Mobi-mat is based on the mat's length. Town Manager Connors added that the Town will continue to seek grant opportunities to fund an additional mat. She confirmed that Staff will bring back information on the estimated cost of the mat.

Commissioner Graziano asked if there are grants for which the Town can apply under the Americans with Disabilities Act (ADA). Town Manager Connors replied that if there are grants available in relation to this Act, the Town will apply for them. There are also other non-governmental entities which provide Mobi-mats.

Steve d'Oliveira, resident, stated that some of the overhead lights used by the Town's theater program have failed. He requested that the Town consider adding an additional \$1000 to the budget to repair these lights.

Deputy Town Manager/Public Works Director Rubach advised that additional equipment can be rented rather than purchased; however, this rental comes at a cost. Mr. d'Oliveira further clarified that the Sea Shorts program receives approximately \$1000 per year, which is divided between two productions. This does not, however, include funds to repair the lights. He pointed out that this expense would be a one-time request.

With no other individuals wishing to speak at this time, Mayor Malkoon closed public comment.

Director of Finance and Budget Lucila Lang showed a PowerPoint presentation, explaining that Staff will identify the items and services necessary to run the Town, as well as a list of enhancements to be considered for the fiscal year (FY) 2024-2025 budget.

Town Manager Connors noted that tonight's workshop, as well as a second budget workshop in June 2024, are intended to increase transparency as well as input from both the public and the Commission before the final budget is completed.

Recurring operational costs include salaries, Federal Insurance Contribution Act (FICA) requirements, and Florida Retirement System (FRS) costs. Town Commission operating costs include meeting expenses, contractual services, donation sponsorships, ethics training, membership dues for Commissioners, and operating expenses. At this time the Town Clerk is not requesting any additional enhancements for the Commission.

Assistant to the Town Manager Courtney Easley reviewed the Town's donations to nonprofit organizations, recalling that two years ago, the Town established a new process for donation requests. This included moving the applications online and requiring organizations to provide information on program services, the target population, and the estimated number of Town residents served by their program.

In FY 2023-2024, the Town received 13 donation requests from nonprofit entities which provide services to the Town, totaling \$66,500. In FY 2024-2025, the Town has received 12 applications thus far, with one additional application pending. The original deadline for nonprofit donation requests was Friday, May 10, 2024. To date, no new organizations have applied. The final amounts awarded are determined by the Town Commission.

Town Manager Connors added that nonprofit requests will be presented to the Commission at a later date under a separate Agenda Memo.

Visitors Center costs include regular operational costs such as labor, promotional materials, open houses for businesses and residents, service contracts, building maintenance, utilities, and website landing pages. No enhancements are requested for the Visitors Center budget in FY 2024-2025.

Administration expenses include agenda management services, audit expenses, contracts, employee onboarding and team building, legal advertising costs, and training

and travel expenses, all of which total \$1.2 million. Staff proposes the following enhancements to this budget:

- Infrastructure upgrades for servers
- Additional office furniture
- Online budgeting

The Town Attorney's budget includes legal expenses, litigation, additional legal training, and ethics training for the Commission. This budget is typically high in order to provide for unforeseen circumstances.

General governmental expenses include taxes on buildings that bring in a profit, transportation such as Circuit, recycling expenses, advertising, service maintenance contracts, information technology (IT) support, and insurance. These services total \$1.2 million. The Town is requesting funds to replace its computers in FY 2024-2025, which are at the end of their expected five-year cycle.

Events and Marketing Manager Katie Anderson advised that needs for the Tourism and Community Outreach category include Channel 78, Public Information Officer (PIO) services, the Discover LBTS website and updates, the .gov Town website, social media, music licensing, graphic design, and street banner and signage printing. This budget also includes the Town's core annual events such as the July 4th celebration, Boo-By-The-Sea, the Veterans Day celebration, Christmas-By-The-Sea, and the Dive Into Summer music festival.

Enhancements to this budget include the 75th Anniversary celebration, Farmers Market programming, Dancing-By-The-Sea, Yoga-By-The-Sea, the Town's Easter Egg Hunt, and Movies at the Park.

Deputy Town Manager/Public Works Director Rubach reviewed Police expenses, which are contracted through the Broward Sheriff's Office (BSO). Operational costs include staffing, benefits, and the needs of operating the district. Operational enhancements include enhanced patrols during the busy season in addition to seasonal beach activities.

Development Services Director Jhanelle Campbell stated that operational costs for this Department include contractual services, dues and subscriptions, equipment maintenance, membership dues, office supplies, postage, printing, professional services, training, and travel expenses. The FY 2023-2024 budget for this Department

was \$861,398. Enhancements requested for consideration in the upcoming fiscal year include vacation rental monitoring software as well as paid interns.

Vice Mayor Strauss asked if there is a general overall increase in the costs of budgeted items, or if they remain nearly the same as in FY 2023-2024. Director of Budget and Finance Lang replied that when the proposed budget is provided to the Commission with justification sheets, Staff will provide three years' worth of actual costs for each line item so the Commissioners can see these increases.

Town Manager Connors further clarified that Staff typically budgets a 5% increase for staffing. Last year was also expensive with regard to insurance costs, which are expected to be between 10% and 15% lower in FY 2024-2025. FRS expenses were also significant in FY 2023-2024, and Staff is awaiting more information on these figures.

Town Manager Connors advised that beginning the budget process early affords the Commissioners with an opportunity to consider different programming; however, the downside to beginning this process early is that specific answers for basic questions cannot be provided until the Town receives its numbers.

Town Manager Connors also noted that properties must have received a Certificate of Occupancy (CO) and construction completed by December 31, 2023 in order to appear on the next year's tax rolls. This means two hotels for which construction is nearly complete will not appear on the FY 2024-2025 tax rolls, but will appear on the FY 2025-2026 rolls.

Town Manager Connors encouraged the Commissioners to request any items which they are interested in adding to the budget, and Staff will bring back information on these items as the process moves along. She emphasized that no decision needs to be made on the tentative millage rate until July 2024. At that time the rate is set at the maximum possible amount, which can be lowered later if that is the Commission's desire; however, the millage rate cannot be raised after that time.

Commissioner DeNapoli requested clarification that the items and operating costs presented thus far represent items that have appeared in previous budgets. Town Manager Connors confirmed this, also clarifying that the costs shown are what is necessary to maintain the Town's current level of service. Enhancements include additional items that Staff would like to see, but are not necessary to meet the requirements of running a government.

Deputy Town Manager/Public Works Director Rubach stated that operational costs for the Public Works Department include the Town's beach maintenance contract, which covers the raking and cleaning of beaches, which is done several times per week. Other items include public bathroom cleaning, buoy maintenance, building maintenance for all Town properties, camera maintenance for the closed circuit system, communications, other contractual maintenance services, tree trimming and landscaping, dues and subscriptions for professional associations, equipment leasing, fleet maintenance and vehicle leasing, forestry management, pressure washing, radio maintenance, signage, training, utilities, and other operating expenses.

Deputy Town Manager/Public Works Director Rubach further clarified that even if a Department receives grant funds to cover a cost, that cost must be reflected in the budget. Proposed enhancements include office furniture.

Mayor Malkoon commented that he would prefer Staff to present the current year's budget, projected budget increases for the coming year, and the estimated amount of funds the Town would need if the millage rate were to remain the same.

Deputy Town Manager/Public Works Director Rubach clarified that the operational costs presented tonight will be part of the FY 2024-2025 budget, as these are baseline items that allow each Department to provide their current levels of service.

Assistant to the Town Manager Easley reviewed recreational costs, which include the Community Center. The Center has a management contract and service maintenance contract. No enhancements are requested thus far for FY 2024-2025.

Vice Mayor Strauss noted that some of the items presented for the FY 2024-2025 budget were also budgeted for the current year. He cited the children's playground at Friedt Park as an example, pointing out that this money was budgeted in the current year but has not been used. Town Manager Connors explained that the Friedt Park improvement dollars are in the Town's Capital Improvement Program (CIP), which carries over from one year to the next. She also noted that Staff is preparing to bring this expense before the Commission to order materials. Whether the work will be done in the current fiscal year or rolled forward into the next year will depend upon how long it takes to order the necessary materials.

Commissioner Pouloupoulos requested clarification of whether or not the Town had received grant funds for the park playground in the previous year. Town Manager

Connors explained that the Town hopes to receive a grant if it is signed by the Governor before the June 30, 2024 deadline.

Commissioner Pouloupoulos asked if the Town owns the land on which the Visitors Center is located. Town Manager Connors confirmed that this is the case. She also noted that part of the expense for that building goes toward its general upkeep, which is necessary whether or not the building is open. There are two part-time employees who assist the Visitors Center as well as supporting special events.

Town Manager Connors advised that the land on which the Visitors Center was built was donated to the Town and includes restrictions on that property. Town Attorney Susan Trevarthen explained that the site may not be used for commercial development. The property may also be used for other Town purposes in addition to the Visitors Center.

Town Manager Connors advised that the next group of presentations will include expenses funded through revenues from the Building Fund, which are primarily permit fees.

Development Services Director Campbell stated that operational costs for the Building Fund include building permit processing, everyday administration of the Department, and professional services such as engineering review. Operational enhancements under consideration in the upcoming fiscal year include an additional full-time Code Compliance Officer who would focus on Building Department-related issues so the other Officers can focus on other Code initiatives and priorities.

Another proposed enhancement is a scanning initiative which is currently underway. Staff will bring forward a request for proposal (RFP) for this service in the near future. This project would digitize all of the Town's paper plans and documents and would be placed into a portal that residents may access. The final enhancement is office furniture.

Deputy Town Manager/Public Works Director Rubach advised that the Sewer Fund is also an Enterprise Fund. The budget includes all operational costs related to that system, a contingency fund, maintenance of the Town's two pump stations, sanitary sewer lining, sewer master billing, and utility services. No enhancements are requested at this time.

Deputy Town Manager/Public Works Director further clarified that the area south of Pine Avenue is served by the city of Fort Lauderdale for sewer and water services, while the area north of this delineation point is served by the city of Pompano Beach.

Mayor Malkoon requested information on the health of the Sewer Fund, also asking if it will be necessary to undertake another rate study in the near future. Deputy Town Manager/Public Works Director Rubach replied that the coming winter will determine what new rates are going to be, but noted that there has been no increase in rates over the past four years.

Commissioner Graziano recalled that boil water advisories have been issued three different times for the area south of Pine Avenue, and asked if any remediation activity is necessary to address these issues. Deputy Town Manager/Public Works Director explained that there are typically two reasons why a boil water notice would be issued: one is in the case of a water main break, which lowers water pressure, while the other is the flushing of hydrants. He noted that Pompano Beach's system operates differently from Fort Lauderdale, which allows them to maintain pressure above the level that would necessitate a boil water advisory. These notices often accompany normal maintenance.

Deputy Town Manager/Public Works Director moved on to the Capital Fund, which includes a proposed 75th anniversary art installation as well as the Anglin Pier monument and its foundation. He noted that the Downtown enhancement project was funded using American Rescue Plan Act (ARPA) dollars.

The Town is currently on hold regarding the Opticon system, as the city of Pompano Beach is seeking grant funds for this system. It would allow Emergency Services to change traffic signals. The Town is also in the permitting process for canal dredging. The Bel Air seawall has been completed and benches will be installed within the next two months.

A stormwater rate study was done to show the needs for this infrastructure over the next 10 to 20 years. This study will be updated within the next one to two years. It may be possible to fund stormwater improvements through a mechanism other than the millage rate.

Pedestrian amenities include additional crosswalks and signage. The Friedt Park playground project is moving forward. Resurfacing is proposed east of A1A to El Mar

Drive as well as other portions of El Mar Drive and the installation of removable bollards. Traffic calming studies are also underway.

Town Manager Connors advised that the Commission will have a separate meeting on the CIP in general.

Deputy Town Manager/Public Works Director Rubach addressed the Parking Fund, which oversees maintenance of machines and lots as well as signage or other needs. The Town switched to a new parking company the previous year and has done a great deal of behind-the-scenes work in order to roll out new features. Residents now have the option of doing all permitting online.

Fire services are provided to the community by Pompano Beach Fire Rescue.

Director of Budget and Finance Lang concluded that after tonight's meeting Staff will update costs for regular business items and then determine costs for new recommendations that were proposed. At the June 11 budget meeting, Staff will share all of these estimates and the Commission will be asked to prioritize items in order of importance. Staff will then prepare a proposed budget.

On or near July 1, the Town will receive information from the Broward County Property Appraiser's Office on taxable value for properties in the Town. Staff can then estimate how much revenue the Town will receive, and the Commission can establish the tentative millage rate in July. Any rate set in July may be lowered afterward, but cannot be raised. Two additional budget meetings will be held in September.

Commissioner Pouloupoulos requested an overview of when and how monies may be transferred between funds. Town Manager Connors offered the example of the Fire Fund, which may pay only for fire services; non-fire-related emergencies must be funded through the General Fund. Similarly, the Building Fund may only pay for items associated with the Building Department, including rent paid from that Department to the Town and utilities used in that building; it cannot fund, for example, special events which are unrelated to that Department.

The Parking Fund may be used to pay for any use the Town identifies. In the past the Town has used this fund for one-time large purchases by transferring money from the Parking Fund to pay for capital projects.

Mayor Malkoon suggested that updated studies and a programmable five-year CIP be established going forward. He noted that the Town is in the process of simplifying its website and considering the development of a mobile app which would provide users access to Town events, allow the reporting of vacation rentals, and allow bill payments on an individual's phone.

Mayor Malkoon continued that bringing on a Code Officer to address issues related specifically to the Building Fund was also a sensible choice, as this would provide the existing Code Officers to focus on other priorities. He added that the results of a traffic study suggest there is no need for traffic calming measures; however, residents have requested these measures in neighborhoods such as South Silver Shores, and Staff will meet with those residents to discuss the study further. He recommended that both temporary and permanent traffic calming measures be considered.

Mayor Malkoon recalled that as unlicensed vacation rentals continue to come to the Town's attention, there may be an opportunity to identify other unlicensed properties and monitor them going forward. He concluded that he would like to see Taste of the Beach be funded as a permanent event.

Deputy Town Manager/Public Works Director Rubach advised that Public Works is already working with Development Services toward a mobile app for the Town.

Commissioner Poulopoulos commented that the Town has a very well-designed website in comparison to other Broward municipalities, and he felt designing a mobile app would be a waste of money which could be invested in a more meaningful use, such as lifeguards. He concluded that he did not have any other projects to propose at this time, other than a continued focus on storm drainage.

Commissioner Graziano stated that he would like to see budget-neutral consideration of adding two federal holidays for Town Staff. These will be discussed further at tonight's regular Commission meeting. He was also in favor of infrastructure enhancements, development of a five-year plan, and vacation rental monitoring software.

Commissioner DeNapoli asked if Staff could prepare a presentation of some of the Town's "big-ticket" items that will go out for RFP, such as contracts. Town Manager Connors replied that the engineering services contract will come before the Commission, as will a Code Compliance contract. Paperless permitting will also be brought forward in the future.

Deputy Town Manager/Public Works Director Rubach advised that typically, any items which exceed the Town Manager's purchasing authority would either go out for RFP or would be "piggybacked" on another community's RFP. For the following fiscal year, these will include the beach maintenance contract, landscaping, and debris management.

Mayor Malkoon requested additional information on the pressure cleaning contract. Town Manager Connors recalled that during last year's budget process, the Town budgeted conservatively for pressure cleaning services, and ultimately secured a better deal than that conservative budget. They will be able to budget less money for this service in FY 2024-2025.

Commissioner DeNapoli asked if there will be any large-ticket RFPs coming up in the budget process before the FY 2024-2025 budget is finalized. Town Manager Connors replied that no such items will come up before the budget process is concluded. She reiterated that the engineering contract and Code Compliance are both large contracts, but do not present opportunities for significant savings from what the Town currently pays.

Commissioner DeNapoli concluded that he would like to see the estimated costs of items such as vacation rental oversight or enhanced beach patrols. Town Manager Connors stated that information on beach patrols will be provided at the June 11 budget workshop. Development Services Director Campbell has already begun researching the costs associated with vacation rental software. The Code Compliance RFP does not have an estimated cost at present, and the Town will budget approximately 10% over what is typically budgeted. There will also be further consideration of whether or not a new Code Officer would be funded through the Code RFP or hired as a Staff member through the Building Fund.

Vice Mayor Strauss emphasized the importance of a new public safety building, and suggested that Staff consider "forced savings" in future budgets in order to designate funds toward that building. He also proposed designating an individual to focus primarily on vacation rentals, including permitting, collecting fees, and investigating unlicensed properties.

Town Manager Connors noted that the Town reserves \$300,000 in the Fire Fund annually. If that same amount is budgeted this year, the Fire Fund will show a total savings of roughly \$900,000. Budget and Finance Director Lang is working with Truist Bank to invest these funds. This may result in a return of up to \$800,000 which the

Town has not budgeted. Town Manager Connors suggested moving these funds into savings toward a new public safety building.

The funds the Town is collecting on purchased properties will go back into the Parking Fund in order to reimburse that Fund for the expenditures. With regard to a dedicated Code Officer to focus on vacation rentals, Town Manager Connors advised that dedicating a Code Officer to Building Department issues would free up the other Officers to pay greater attention to other issues.

Vice Mayor Strauss continued that he was also in favor of continuing the Taste of the Beach event, and suggested that this may be a break-even expense in the future. He was also in favor of movies on the beach in the El Prado Park area, as well as of extending the Farmers Market contract. Mayor Malkoon commented that further opportunities may include bringing a portion of the Farmers Market into Jarvis Hall.

Vice Mayor Strauss continued that he would like to see next year's budget extend the Friday Night Music series into the month of June. He was also in favor of greater commercial participation in this event, recommending a partnership between the Town and local businesses.

Commissioner Graziano stated that he would like to see the Town become even more attractive to families through events that encourage a community atmosphere, such as a movie night. He added that the Town may also need a lobbying firm which focuses more closely on leadership, including the Governor and the Governor's staff. He was in favor of a greater presence in the state capital.

4. ADJOURNMENT

With no other business to come before the Commission at this time, the meeting was adjourned at 6:23 p.m.

Mayor Edmund Malkoon

ATTEST:

Katrina Adler, Town Clerk

Date



DRAFT
TOWN OF LAUDERDALE-BY-THE-SEA
TOWN COMMISSION
MEETING MINUTES
Jarvis Hall
4505 Ocean Drive
Tuesday, April 30, 2024
6:30 PM

1. CALL TO ORDER, MAYOR EDMUND MALKOON

Mayor Edmund Malkoon called the meeting to order at 6:45 p.m. Also present were Vice Mayor Randy Strauss, Commissioner Richard DeNapoli, Commissioner John A. Graziano, Commissioner Theo Pouloupoulos, Town Manager Linda Connors, Town Attorney Susan Trevarthen, Deputy Town Manager/Public Works Director Ken Rubach, Development Services Director Jhanelle Campbell, Director of Budget and Finance Lucila Lang, Assistant Finance Director Edner Saint-Jean, Events and Marketing Manager Katie Anderson, and Town Clerk Katrina Adler.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. INVOCATION

Rabbi Bentzion Singer gave the Invocation.

4. ADDITIONS, DELETIONS, DEFERRALS OF AGENDA ITEMS

None.

5. PRESENTATIONS

a. Proclamation for “National Police Week” and “National Peace Officers Memorial Day”

Mayor Malkoon read a Proclamation recognizing the week of May 12-18, 2024 as National Police Week and Wednesday, May 15, 2024 as National Peace Officers Memorial Day.

b. Proclamation for “National Safe Boating Week”

Mayor Malkoon read a Proclamation recognizing the week of May 18-24, 2024 as National Safe Boating Week.

c. Proclamation for “National Public Works Week”

Mayor Malkoon read a Proclamation recognizing the week of May 19-25, 2024 as National Public Works Week.

6. PUBLIC COMMENTS

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

7. PUBLIC SAFETY DISCUSSION

a. PBFR Public Safety Report

Pompano Beach Fire Inspector Ashley Zalewski reported that in the month of February 2024, Pompano Beach Fire Rescue (PBFR) received 109 calls with an average response time of 4 minutes 36 seconds. They received two out-of-zone calls, which means they left the Lauderdale-By-The-Sea area to respond to another emergency.

In March 2024, PBFR received 105 calls with an average response time of 5 minutes 25 seconds. One out-of-zone call was received. In April, there were 84 calls with an average response time of 5 minutes 8 seconds, and two out-of-zone calls.

8. TOWN MANAGER REPORT

a. Town Manager Report

Town Manager Linda Connors recalled that the Town Commission traditionally selects liaisons from the Commission to participate with Staff in the special Town events scheduled throughout the year. The Commission designated the following liaisons for each of the following events:

- 75th Anniversary: Mayor Malkoon
- 4th of July: Commissioner Pouloupoulos
- Veterans Day: Vice Mayor Strauss

Commissioner DeNapoli made a motion, seconded by Commissioner Graziano, to appoint Mayor Malkoon as the 75th Anniversary Chair, Commissioner

Poulopoulos as the 4th of July Chair, and Vice Mayor Strauss as the Veterans Day Chair. Motion carried 5-0.

Town Manager Connors stated that the Town's contract with CivicPlus for website services includes a redesign of the Town's website. It is hoped that the redesign will be complete within six months. Town Manager Connors requested that the Commissioners reach out to Staff if there is any specific information they would like to see included on the website. While this can be a lengthy process, it should result in improvements to the site.

Commissioner Poulopoulos asked when the website was last redesigned. Town Manager Connors replied that it was redesigned as part of the CivicPlus contract approximately five years ago. The upgrade will include a calendar which is easier to read as well as indexing of information, reorganization of headers, and possible interactive improvements to the Development Services Department's page, if available.

The upgrade will not come at any additional cost, as it is included in the existing contract. There may be a cost for additional features. Staff will consider what is being offered as well as the associated costs.

Town Manager Connors continued that the Town has a new front desk associate, Jodi Hamill, who will assist in administrative backup duties to the Town Clerk.

On Friday, May 10, 2024, the Town Manager provided a tour of the Downtown Enhancement Project for members of the National Association of City Transportation Officials.

b. Visitors Center Quarterly Report

Kym Miranda, representing the Visitors Center, provided a report on the first quarter of 2024. There was a 26% increase in visitors during this quarter in comparison to the previous year, with 902 walk-ins in February 2024 alone. The Visitors Center provides value for visitors and locals who are seeking specific services.

75th Anniversary and other branded merchandise is available at the Visitors Center, with sales additionally boosted by the Farmers Market. The Town sold \$2713 worth of merchandise in the first quarter. They also signed up 98 individuals to receive *Town Topics* emails and supported the Events and Marketing Manager in events including Taste of the Beach, the Easter Egg Hunt, and the Farmers Market.

There are now two Little Free Libraries in the Town which are designed in the Mid-century Modern style. Both are on the worldwide Little Free Library map.

The Visitors Center plans to update the Town's walking map brochure, increasing its size for better visibility. They are also preparing for an open house event for Town businesses and hotels so they can learn how they are represented in the Center. The proposed event is planned for June 2024.

9. TOWN ATTORNEY REPORT

None.

10. APPROVAL OF MINUTES

None.

11. CONSENT AGENDA

None.

12. OLD BUSINESS

None.

13. NEW BUSINESS

- a. Resolution 2024-15: A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, APPROVING AND AUTHORIZING AN AGREEMENT WITH ERICKS CONSULTANTS, INC. FOR LOBBYIST SERVICES; FINDING THAT THE AGREEMENT IS IN THE BEST INTERESTS OF THE TOWN AND EXEMPT FROM COMPETITIVE SOLICITATION PURSUANT TO SECTION IV.D OF THE TOWN PURCHASING MANUAL; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE AGREEMENT; PROVIDING FOR IMPLEMENTATION AND AN EFFECTIVE DATE.

Assistant to the Town Manager Courtney Easley explained that this Item will approve an agreement between the Town and Ericks Consultants, Inc. for lobbying services. The

agreement is for a two-year term, with Commissioner authorization for the Town Manager to also authorize one additional two-year term. Annual costs are not to exceed \$36,000. Each year within the renewal period is subject to a price increase not to exceed 5%.

The Town issued a request for proposal (RFP) in 2017 for lobbying services in relation to the Palm Club service system project. In 2021, the Commission expressed a desire to continue using the firm for lobbying services. Pursuant to the Town's Purchasing Manual, professional services may be exempted from competitive solicitation requirements upon a finding by the Town Commission if the Commission determines this is in the best interests of the Town.

Since 2021, Ericks Consultants has worked to secure \$500,000 for the Codrington Drive drainage project as well as a \$1 million direct budget allocation to fund the design of a public safety building. This allocation is currently pending the Governor's approval. Ericks Consultants has also assisted the Town in lobbying on legislation that affects the Town, including but not limited to:

- Additional funds
- Vacation rentals
- Building regulations
- Local government actions
- Sovereign immunity caps
- Live Local policies

The firm has also assisted in lobbying within the following areas:

- Intergovernmental affairs
- Grant funding and appropriations
- Agency liaisons
- Communications

Staff recommends approval of the Resolution.

Commissioner Graziano asked how many other Broward municipalities are represented by Ericks Consultants. Candice Ericks, representing Ericks Consultants, stated that they represent 80 municipalities, including Pembroke Pines, Coral Springs, Coconut Creek, and others.

Commissioner Graziano stated that there may be times when a firm that represents multiple municipalities in a given area may have to make decisions on which client takes

priority. He also noted that the Town's two state elected officials know and work with Town leadership, including the Mayor and Town Manager.

Commissioner Graziano continued that the Town's lobbying firm has produced fewer results than those occurring as a result of existing relationships, particularly on major issues such as vacation rentals, where the Town has been unable to have any impact. He suggested that the Town may wish to "piggyback" on another contract or reach out to a lobbying firm with greater focus on state leadership. He noted that Lauderdale-By-The-Sea is the smallest municipality in Broward County, and reiterated concern that a larger municipality may take precedence over the Town.

Commissioner Graziano added that he was also not pleased with the consideration of an additional two-year term which would be left solely to the Town Manager. He stated that it is the Commission's role to approve contracts. He was in favor of limiting any contract approved by the Commission to the first two years, with any extensions to be brought back to the Commission for approval.

Ms. Ericks advised that the firm has over 25 years' experience in both Broward County and Tallahassee. She addressed the concern that a larger client could be prioritized over the Town, stating that the firm works hard for all its clients.

Commissioner Graziano asserted that the firm should make itself more available to the Commissioners. He reiterated that the firm has not been productive for the Town on vacation rental issues. He proposed again that the Town consider a piggyback contract with an additional lobbyist or issue an RFP that seeks a lobbying firm in Tallahassee.

Town Manager Connors clarified that she would not have the authority to approve a two-year contract extension. She advised that when contracts are presented for renewal, the Commission may pull any contract for additional discussion. Her authority is limited to the extension of a contract for up to six months if the Town needs additional time to issue an RFP or bring forward a contract.

Commissioner Graziano noted language which stated the Town Manager has authority to authorize an additional two-year term and suggested that this language be removed from the Resolution. Town Manager Connors explained that this language means the Town does not have to issue a new contract, which will help them keep costs low. Commissioner Graziano stated that he felt this decision belongs with the Commission.

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

Commissioner Pouloupoulos observed that the Town has certain objectives which do not require monetary assistance from the state government, and asked what Ericks Consultants can realistically achieve outside lobbying for line items that include a funding component. Ms. Ericks replied that policies may arise which are not on the Town's agenda, but which are flagged by the firm as being potentially of interest to the Town. This results in mid-season negotiations and may include talking further with elected officials or adding language to a particular item. She strongly emphasized that the firm's goal is to ensure the Town is secure.

Commissioner Pouloupoulos noted that there is only so much a firm can do from a policy standpoint in addition to acting as the Town's advocate in Tallahassee. He acknowledged that securing appropriations for the Town is more realistic than affecting policy. Ms. Ericks replied that both objectives are relationship-based and the firm has a good working relationship with all the leadership in the Florida Legislature. Much of their work on policy is not called to the public's attention.

Lauren Jackson, also representing Ericks Consultants, stated that the firm seeks to affect policy to the greatest extent possible. With regard to vacation rentals, the firm has successfully fought in favor of municipalities since 2013, and even though a bill passed the recent Legislative Session, it was with the closest State House of Representatives vote of the session. She did not believe any lobbying firm would have affected that decision further.

Ms. Jackson continued that the firm is conversant with the Town's Ordinances, including the Vacation Rental Ordinance and its various details. This knowledge is helpful when the firm holds conversations with policymakers.

Commissioner Pouloupoulos also requested clarification of whether or not the firm has an office in Tallahassee. Ms. Ericks confirmed this, adding that the firm itself has been in existence for 40 years. They are known for their presence in Tallahassee.

Vice Mayor Strauss stated that he felt Ericks Consultants has done an exemplary job representing the Town during his tenure as a Commissioner, and he was appreciative of the summaries the firm provides to the Commission on legislative activity. He addressed the contract language, stating that the contract offers a two-year renewal option which

would not be at the Town Manager's discretion. If the Town wishes to continue the relationship, the Town Manager would present the contract for renewal in two years.

Town Manager Connors reiterated that Procurement Code requires her to bring the contract before the Commission for renewal.

Commissioner Graziano stated that he felt the contract would effectively be for four years, adding that he was displeased that the Town was one of seven Broward municipalities represented by Ericks Consultants. He proposed that the Commission approve the contract for \$36,000, but was disappointed that there was no support from the Commission to piggyback on another municipality's contract with a different firm in order to address issues on which the current firm has not been successful.

Mayor Malkoon advised that he has become familiar with Ericks Consultants during his tenure on the Commission and recognized their commitment to forming relationships throughout the County and state. He felt the team had addressed the question of whether or not they are Tallahassee lobbyists, and also felt the cost of the contract is valuable as well, pointing out that the Town received \$500,000 in direct funding for the Codrington Drive drainage project and may receive \$1 million for design of a new public safety building.

Commissioner DeNapoli stated that he is also familiar with the Ericks Consultants team, and requested confirmation that the proposed contract is similar to those the firm has with other municipalities, although the dollar amount may be different. Ms. Ericks confirmed this, adding that some larger municipalities have contracts with similar price points. The firm seeks to maintain a status quo in costs for its clients.

Commissioner Graziano asserted that he did not look at the economic aspects of the contract in terms of the funding the Town receives, but also considered other issues.

Commissioner Graziano made a motion to approve the contract for two years, but bring it back for another evaluation.

Commissioner Graziano stated that he would also like the language referring to a possible two-year extension to be removed from the contract.

Vice Mayor Strauss reiterated that the two-year renewal is the Commission's option rather than the firm's option. It provides the Town with an opportunity to renew the contract only if they want to do so. Commissioner Graziano stated again that he did not

want the option to be left to the Town Manager's discretion, which was his understanding of the language proposed in the contract.

Town Attorney Susan Trevarthen explained that the Town Manager works for the Commission and will follow their direction; however, the wording of the sentence to which Commissioner Graziano referred could be amended to say it is the Town's option to renew the contract.

There were no objections from the Commission on the removal of the word "Manager" from paragraph 5 of the agreement. Town Attorney Trevarthen clarified that the contract proposes a two-year fixed term, with the Town maintaining the right to exercise renewal with an increase of up to 5%.

Commissioner Graziano confirmed that this was intended as part of his **motion**.

Vice Mayor Strauss seconded the motion. Motion carried 5-0.

b. Resolution 2024-16: A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AUTHORIZING AN AMENDMENT TO THE TOWN'S PERSONNEL POLICIES MANUAL BY ADDING A SECOND FLOATING HOLIDAY FOR THE OBSERVANCE OF JUNETEENTH NATIONAL INDEPENDENCE DAY; PROVIDING FOR IMPLEMENTATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

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

Assistant to the Town Manager Easley explained that the Resolution would authorize a second floating holiday for employees in observance of Juneteenth National Independence Day. The Town currently provides a floating holiday to all employees which may be used before or after an official holiday or for holidays not officially observed by the Town. This personal day is commonly used for Christmas Eve, Easter, or Passover.

In 2021, Juneteenth became an official federal holiday. While some cities close in observance of this holiday, others remain open but allow their staff a personal day on which to observe the holiday. Lauderdale-By-The-Sea is currently open on Juneteenth.

Staff conducted a municipal survey related to personal days and Juneteenth in other municipalities. The recommendation is to amend the Town's personnel policy to add an additional floating holiday. This second personal day may be used for Juneteenth or any other holiday for which an employee would like to use that day. Personal days do not roll over into the next fiscal year.

Town Manager Connors further clarified that employees also have the option of using a personal day on their birthday, to extend a vacation, or any other day they may wish. Assistant to the Town Manager Easley added that this Resolution was proposed by Town Staff at their biannual Employee Town Hall meeting.

Commissioner Graziano stated he was in favor of giving employees a day off for a federal holiday and recommended that a second reading be held before June 19, 2024, if possible.

Town Attorney Trevarthen advised that because the Item is a Resolution and not an Ordinance, it only requires one hearing by the Commission. The Commission may approve the Resolution and request that it be brought back with an additional change, or they may request that the Resolution be amended at tonight's meeting. She noted that the Resolution's primary implications are for the Human Resources needs of the community as well as any fiscal impacts.

Commissioner Graziano added that he would like Staff to consider this further when preparing the fiscal year (FY) 2024-2025 budget. He concluded that he felt the holiday is well-deserved by the Town's employees.

Town Manager Connors pointed out that there are currently two holidays which are not observed by the Town, and asked if the request would also be to add those two holidays to the days in which Town government is closed for business as well. Commissioner Graziano confirmed this, clarifying that his intent was also to add Indigenous Peoples Day/Columbus Day as well as Juneteenth.

Commissioner DeNapoli noted that the Resolution proposes to make Juneteenth a floating holiday on which Town offices remain open, and the proposal from Commissioner Graziano would close Town offices on that day as well as Indigenous Peoples Day/Columbus Day. Commissioner Graziano confirmed this was his intent.

Commissioner Pouloupoulos commented that there is currently one floating holiday which Staff may use at another time, and asked if the two additional holidays proposed

by Commissioner Graziano would be permanent holidays for Town Staff in addition to the current floating holiday or in lieu of it. Commissioner Graziano replied that his intent was that the two new holidays be added “budgetarily in lieu of” the existing floating holiday. He did not feel it was good public policy to withhold federal holidays from Town employees.

Commissioner Pouloupoulos requested clarification of whether this proposal would take away the current floating holiday, pointing out that some Staff members may wish to retain this option.

Town Manager Connors recommended against taking away the current floating holiday, which is often used for religious purposes. She pointed out that adding two new federal holidays which are observed by the rest of the nation would not constitute a significant expense, and that Town Staff has expressed interest in observing Juneteenth.

Vice Mayor Strauss advised that he agreed with Staff’s recommendation to create a second floating holiday as proposed in the Resolution.

Vice Mayor Strauss made a motion to proceed with the Staff recommendation.

Mayor Malkoon asked if the addition of two federal days off but not closing Town offices would create an administrative issue for the Town. Town Manager Connors replied that she did not feel the addition of either or both days would have a significant impact.

Vice Mayor Strauss explained that he had reviewed the documentation for the proposed Resolution and agreed with Staff’s recommendation.

Commissioner Pouloupoulos seconded the motion. Motion carried 4-1.

c. Special Event Application: Broward County International Coastal Cleanup 2024 & 2025

Events and Marketing Manager Katie Anderson advised that Broward County has submitted a Special Event Application for the County’s 39th and 40th Annual International Coastal Cleanup events. Lauderdale-By-The-Sea has hosted this event for several years. The application requests approval for both 2024 and 2025, with the dates set for Saturday, September 21, 2024 and Saturday, September 20, 2025.

Setup for the event will begin at 8 a.m. in El Prado Park, with the event to officially begin at 9 a.m. and last three hours until noon. Cleanup will take place until 1 p.m. El Prado Park is requested as the starting location, and the Applicant will provide a banner designating the Park as the event site during the event's hours.

In 2024 and 2025, the County anticipates approximately 120 participants. The Applicant has requested free parking in the El Prado parking lot as well as the lot located in front of Town Hall. In previous years, the Town has provided 50 parking permits per cleanup; however, due to the increase in anticipated attendance, Staff now recommends the provision of 75 parking permits to be provided during the time frame of the event.

Because the cleanup is a volunteer event presented by Broward County, there is no special event fee. Staff recommends approval of the Application for both 2024 and 2025 with the conditions outlined in the permit under Exhibit 2. They also recommend approval of providing 75 parking permits to the Applicant per event.

Commissioner Pouloupoulos made a motion, seconded by Vice Mayor Strauss, to approve. Motion carried 5-0.

d. Lauderdale-By-The-Sea's 2024 July 4th Celebration

Events and Marketing Manager Anderson advised that the Town's annual 4th of July celebration will be held on Thursday, July 4, 2024. As in previous years, this will be a day-long celebration consisting of a morning parade followed by Family Fun Day in El Prado Park. It will conclude with a fireworks display.

The parade will begin behind Town Hall at 10 a.m. and is expected to last roughly one hour. Family Fun Day will be held in El Prado Park from 11 a.m. until 2 p.m. The fireworks display will begin at 9 p.m. and will last approximately 20 minutes, ending the Town's festivities at 9:20 p.m.

The Town has budgeted \$46,000 for the event, with the largest portion of those funds being \$25,000 for fireworks. Preparation will begin days in advance and will include Town Staff, with Broward Sheriff's Office (BSO) coordinating the setup of an emergency lane along the beach. Portable restrooms will be delivered to the El Prado parking lot to accommodate those participating in the celebration.

Barricades will be staged in appropriate locations for ease of setup by the Public Works Department on the morning of the event. The parade will begin behind Town Hall and

will be preceded by opening remarks from the Event Chair and the Mayor, followed by the Pledge of Allegiance and national anthem. The parade route will run north on Bougainvillea Drive, east on Pine Avenue, and south on El Mar Drive until participants reach Hibiscus Drive, where the parade route ends.

Family Fun Day in El Prado Park will feature an oversized water slide, a DJ, food and beverage, and other entertainment. The holiday will conclude with a 20-minute fireworks display, with a 20-second opening, an 18-minute feature presentation, and a 60-second grand finale.

In preparation for the event, Staff has requested use of the 460 El Mar Drive lot for the fireworks display, with El Prado Park Beach as a backup location. Staff has prepared a Florida Department of Environmental Protection (FDEP) field permit for the fireworks display and has coordinated with BSO to submit a permit application requesting that the Commercial Bridge remain in the down position just prior to, during, and after the fireworks display. Staff recommends approval of the 4th of July celebration.

Commissioner Pouloupoulos made a motion, seconded by Commissioner DeNapoli, to approve. Motion carried 5-0.

e. Resolution 2024-17: A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, PROVIDING FOR THE APPOINTMENT OF MEMBERS TO THE CHARTER REVIEW BOARD; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.

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

Commissioner DeNapoli recalled that while there have historically been seven members appointed to the Charter Review Board, asked if any of the Commissioners opposed reducing this number to five appointees with two alternates in a similar fashion to the Town's Planning and Zoning Board.

There was consensus from the Commissioners to lower the membership to five appointees and two alternates as proposed.

Commissioner DeNapoli continued that he would also recommend continuing a collaborative approach for the Charter Review Board. He asked if that advisory body

would be tasked with specific items to consider, as well as whether or not there would be a time limit on how long they may take to consider and act.

Town Manager Connors recalled that in the past, the Commission held discussion at a Commission meeting to provide direction to the Charter Review Board on items in which the Commission was interested. The Board then reviewed the Town's Charter and developed their own suggestions as well. All of these items were brought back to the Commission for consideration before any items were placed on the ballot.

Commissioner Poulopoulos asked if there have been any applicants for positions on the Charter Review Board. Kym Miranda, Bob Fleischman, and Marie, a resident, identified themselves from the audience.

Mayor Malkoon announced that the Commissioners would each name their proposed nominees and a total would be tallied from the results. It was determined that the five individuals with the most nominations would be the Board's regular members, with the next-highest recipients to be the alternates.

The Commissioners discussed their nominees and alternates to the Charter Review Board, which included the following individuals:

- Chris Vincent (nominated by Mayor Malkoon, Vice Mayor Strauss, Commissioner DeNapoli, Commissioner Graziano, and Commissioner Poulopoulos)
- Robert Fleischman (nominated by Mayor Malkoon, Commissioner DeNapoli, Commissioner Graziano, and Commissioner Poulopoulos)
- Brian Kuszmar (nominated by Mayor Malkoon, Commissioner DeNapoli, and Commissioner Graziano)
- Patrick Ucci (nominated by Mayor Malkoon, Vice Mayor Strauss, and Commissioner DeNapoli)
- Lorraine Lenoble (nominated by Mayor Malkoon, Vice Mayor Strauss, Commissioner DeNapoli, Commissioner Graziano, and Commissioner Poulopoulos)
- Jacqueline Bonanni Rubino (nominated by Vice Mayor Strauss, Commissioner DeNapoli, and Commissioner Poulopoulos)
- Carrie Wusylko (nominated by Commissioner DeNapoli and Commissioner Graziano)
- Kym Miranda (nominated by Mayor Malkoon, Vice Mayor Strauss, Commissioner DeNapoli, Commissioner Graziano, and Commissioner Poulopoulos)
- Lisa Magill (nominated by Vice Mayor Strauss)
- Robert Noll (nominated by Vice Mayor Strauss and Commissioner Poulopoulos)

- Helen Britton (nominated by Mayor Malkoon and Commissioner Graziano)
- Roseann Minnet (nominated by Commissioner Pouloupoulos)

The Commissioners determined by discussion and consensus to appoint the following individuals as the seven regular members of the Charter Review Board:

- Lorraine Lenoble
- Kym Miranda
- Chris Vincent
- Robert Fleischman
- Jacqueline Bonanni Rubino
- Brian Kuszmar
- Patrick Ucci

Commissioner Pouloupoulos made a motion, seconded by Commissioner DeNapoli, to appoint the above members to the Charter Review Board. Motion carried 5-0.

- f. Resolution 2024-18: A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, APPROVING AN AGREEMENT WITH ZAMBELLI FIREWORKS MANUFACTURING CO. FOR FIREWORKS DISPLAYS; FINDING THAT THE AGREEMENT IS IN THE BEST INTERESTS OF THE TOWN AND EXEMPT FROM COMPETITIVE SOLICITATION PURSUANT TO SECTION IV.L OF THE TOWN PURCHASING MANUAL; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.**

Events and Marketing Manager Anderson stated that Zambelli Fireworks Manufacturing Company has provided the Town's July 4th fireworks display for over 10 years. The Town's most recent agreement with this vendor has expired, resulting in the need for a new agreement to be drafted.

Zambelli has provided the Town with a proposal for a fireworks display consideration. This proposal includes a two-year term, which is consistent with previous contracts. Finances are proposed at \$25,000 annually, which is a \$1000 increase from the 2022 agreement. To help offset the cost of this event, Town Staff pursues sponsorship efforts.

Each Zambelli production is a 20-minute fireworks display, with a 20-second introduction, an 18-minute display, and a 60-second grand finale. Staff recommends that the Commission waive the purchasing requirements, as it is in the best interests of the Town, and approve Resolution 2024-18, which authorizes the Town Manager to execute the agreement.

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

Commissioner Pouloupoulos made a motion, seconded by Vice Mayor Strauss, to approve. Motion carried 5-0.

g. Historic Pier Sign

Deputy Town Manager/Public Works Director Rubach recalled that when the Downtown area was redesigned in 2013, the Anglin's Pier sign, which had been located in a median, was relocated to the northeast corner of A1A and Commercial Boulevard. The sign was updated to include the Town's colors and logo but retained its basic language.

During the recent Downtown enhancement project, it was noted that the sign would be located in the center of a walkway. It was removed at that time with the intent of relocating the sign within the same general area. If the Commission wishes to post the sign in that same area, the Town will need to hire a structural engineer to determine the type of foundation needed to withstand storm force winds.

Deputy Town Manager/Public Works Director Rubach added that the Commission may also consider any changes to the sign, such as colors, graphics, or language. It would cost approximately \$1000 to replace all four panels of the sign.

Spiro Marchelos, resident, stated that the original sign was owned by his company but destroyed by the Town in 2013 during construction of the original Downtown renovation project. The Town paid for the new sign as a replacement.

Mayor Malkoon requested clarification of where the sign would be placed. Deputy Town Manager/Public Works Director Rubach replied that it would be placed in the northeast corner of the Downtown near a newly planted median. He estimated that this would be 10 to 15 ft. north of its previous location.

Mayor Malkoon also asked if TacoCraft restaurant has expressed any concerns regarding the proposed new location of the sign. Deputy Town Manager/Public Works Director Rubach noted that the sign would be within the Town's right-of-way and would be 10 to 15 ft. away from the restaurant's front door.

Vice Mayor Strauss asked if the sign would be placed at the same height as in its previous location. It was clarified that the same sign will be used.

Vice Mayor Strauss asked why the proposed location had been selected. Deputy Town Manager/Public Works Director Rubach replied that the sign will be lined up with the planting beds. It was the only location available that did not conflict with outdoor dining areas or the pedestrian path. The sign is lighted and must have access to electricity.

Commissioner Graziano asked if there was any remaining confusion about ownership of the sign. Town Manager Connors recalled that the Town had purchased the current sign and paid for its installation. Mayor Malkoon stated that he would like more information regarding what happened to the original sign in 2013 and advised that this would be researched further.

Commissioner Pouloupoulos advised that he would need to abstain from voting upon this issue due to a conflict. He pointed out that if the sign is moved directly north, it appeared that it would be very close to TacoCraft. Deputy Town Manager/Public Works Director Rubach explained that the distance is approximate, and added that the location of the former parking spaces and the pedestrian path would both need to be taken into consideration. The sign would not intrude upon the restaurant's outdoor dining space.

Vice Mayor Strauss commented that if it is determined the Town owns the sign, the Town may be able to place additional information on the sign in the future. It was confirmed that the sign was exclusively intended for the Pier. Deputy Town Manager/Public Works Director reiterated that Staff will review notes and meeting minutes from 2013.

Mr. Marchelos recalled that when the original sign was destroyed, the Town Manager at that time had apologized for the incident and advised that a new sign with information on Anglin's Pier would be erected.

Town Attorney Trevarthen noted that the sign would be located in the Town's right-of-way, which means the Town may add more wayfinding or informational signage at that

location. Vice Mayor Strauss explained that he had intended to refer to the Pier sign only.

Commissioner DeNapoli advised that the February 28, 2012 Commission meeting minutes included a reference to the original signage discussion.

Mayor Malkoon pointed out that although the sign refers to the Pier being open 24 hours a day, the Pier is not currently open. He asked if there was any consideration of redesigning the sign to clarify this further. It was noted that the Pier is currently under construction. No change to the sign's graphics were proposed.

Commissioner Graziano made a motion, seconded by Commissioner DeNapoli, to move forward with the installation of the sign. Motion carried 4-0 (Commissioner Pouloupoulos abstaining).

14. COMMISSIONER COMMENTS

Commissioner DeNapoli advised that he is the Town's representative on the Broward Metropolitan Planning Organization's (MPO's) Board and has submitted a municipal report of all projects relevant to the Town to the Deputy Town Manager/Public Works Director to determine if the Town may qualify for any grant funding. He concluded that he was satisfied with the Commission's discussion on the Pier sign and was anticipating next week's workshop on vacation rentals on Tuesday, May 21, 2024.

Mayor Malkoon also encouraged residents to attend the upcoming vacation rental workshop. He added that he and Town Manager Connors will attend a meeting of the Galt Mile Community Association on Thursday, May 16, 2024, as four of the Town's condominiums are located within that area.

15. ORDINANCES 1ST READING

- a. **Ordinance 2024-05: AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, PROVIDING FOR THE SUBMISSION TO THE ELECTORS OF PROPOSED AMENDMENTS TO THE TOWN CHARTER, PURSUANT TO SECTION 166.031, FLORIDA STATUTES, TO CHANGE THE TOWN'S GENERAL ELECTION FROM MARCH TO NOVEMBER; CALLING A SPECIAL ELECTION ON THE PROPOSED CHARTER AMENDMENTS TO BE HELD ON TUESDAY, THE 5TH DAY OF**

NOVEMBER 2024, IN CONJUNCTION WITH THE GENERAL ELECTION BEING HELD ON SAID DATE; PROVIDING FOR VOTING AT THE POLLS; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR INCLUSION IN THE CHARTER, SEVERABILITY AND FOR AN EFFECTIVE DATE.

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

Commissioner DeNapoli suggested the following amendments to the proposed Ordinance:

- In the explanatory section of the Agenda Item Report, change “voter turnout is generally higher” to “...is always higher”
- In Section 6.1, add a reference to the Mayor’s term of office and the new expiration date for that term
- In Section 6.1, clarify that the Mayor and two Commissioners were elected on March 24, 2024
- Change the ballot question to include language educating the voters on why the ballot question was being proposed, which is to increase voter participation and reduce the costs of municipal elections

Town Attorney Trevarthen confirmed that if these changes are endorsed by the Commission, they would be made prior to the second reading of the Ordinance. She noted that while the Commission is limited by state law in its ability to educate voters on the rationale behind the Ordinance, the addition of the proposed language would not create any issues.

Town Attorney Trevarthen also clarified that the Commission may either consider a separate motion to amend Ordinance 2024-05, or they may include a reference to the amendments in a motion to adopt the Ordinance.

Commissioner Pouloupoulos made a motion, seconded by Commissioner DeNapoli, to approve the Ordinance with the proposed additional language.

Vice Mayor Strauss noted that the Ordinance addresses the transition and swearing-in of new elected officials. Town Attorney Trevarthen explained that the language clarifies that a Commissioner’s term would expire when their successor is sworn in. There is a possibility that a non-term-limited Commissioner might be their own successor. The

proposed Charter change would clarify that the term would run until a successor is elected in November rather than March.

Motion carried 5-0.

16. ORDINANCES 2ND READING

- a. **Second Reading of Ordinance 2024-03: AN ORDINANCE OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AMENDING THE TOWN'S CODE OF ORDINANCES BY AMENDING CHAPTER 2, ARTICLE V, DIVISION 3, VOLUNTEER FIREFIGHTERS PENSION PLAN TO TERMINATE THE TOWN OF LAUDERDALE-BY-THE-SEA VOLUNTEER FIREFIGHTERS PENSION PLAN; AMENDING SECTION 2-136 "PENSION PLAN CONTINUED, DEFINITION," 2-137, BOARD OF TRUSTEES," 2-149 "DISTRIBUTION OF BENEFITS," AND 2-143.1, "DEFINED CONTRIBUTION COMPONENT" TO ADOPT PROCEDURES AND CRITERIA FOR TERMINATING THE PLAN; PROVIDING FOR SEVERABILITY, PROVIDING FOR CONFLICTS, AND PROVIDING FOR AN EFFECTIVE DATE.**

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

Town Manager Connors advised that this Ordinance was presented for first reading at the April 30, 2024 Commission meeting. A letter from a member of the American Academy of Actuaries which supports the Town's action was provided to the Commissioners. It will be attached to the record for tonight's meeting.

Commissioner DeNapoli made a motion, seconded by Commissioner Pouloupoulos, to approve. Motion carried 5-0.

17. RESOLUTIONS – PUBLIC COMMENTS

- a. **Resolution 2024-19: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, SUPPORTING THE HILLSBORO INLET DISTRICT'S EFFORTS TO OPPOSE A PERMIT APPLICATION FOR THE HILLSBORO POINT DOCK CURRENTLY UNDER REVIEW BY THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE**

UNITED STATES DEPARTMENT OF THE ARMY CORPS OF ENGINEERS; PROVIDING THAT A COPY OF THIS RESOLUTION BE PROVIDED TO THE HILLSBORO INLET DISTRICT, ALL LOCAL GOVERNMENTS WITH REPRESENTATION ON THE HILLSBORO INLET DISTRICT BOARD OF COMMISSIONERS, AND THE STATE AND FEDERAL REVIEWING AGENCIES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

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

Vice Mayor Strauss explained that he represents Lauderdale-By-The-Sea on the Hillsboro Inlet District Board of Commissioners. For more than 60 years, that District has been responsible for maintaining navigation and drainage throughout Hillsboro Inlet, which serves as a principal point of navigation for all vessels in northeast Broward County. It is also a primary point of stormwater drainage from the uplands in that portion of the County.

In order to maintain navigation and drainage through the inlet, the District's activities include dredging the inlet and bypassing dredged material to the shoreline to renourish beaches to the south. The District opposes an application which was submitted to the United States Army Corps of Engineers and the Florida Department of Environmental Protection (DEP) to install a large dock which would block the areas where dredging occurs.

If approved, the dock installation would have an adverse impact on the District's dredging ability and sand bypassing activities. It would create undue interference in access to the use of the navigable waterway not only in the Hillsboro Inlet District but to the public and neighboring property owners. The inlet provides safe egress to the ocean as well as to the Intracoastal Waterway; in order to prevent large vessels from hitting the bottom of the channel, the area must be dredged.

Vice Mayor Strauss advised that the construction of the proposed dock would close off the ability of the Hillsboro Inlet District to do its job. He encouraged the Commission and residents to review the supportive documentation included in the Resolution package. The documentation suggests that the individual who wishes to construct the dock may not have ownership of the land on which the dock would be built.

Vice Mayor Strauss continued that the proposed dock would also affect the communities of Lighthouse Point, Fort Lauderdale, Pompano Beach, and others. Lighthouse Point has issued a Resolution of opposition to the proposed permit which is similar to the Resolution before the Commission.

Commissioner DeNapoli made a motion, seconded by Commissioner Graziano, to approve. Motion carried 5-0.

18. QUASI JUDICIAL PUBLIC HEARINGS

None.

19. ADJOURNMENT

With no other business to come before the Commission at this time, the meeting was adjourned at 8:54 p.m.

Mayor Edmund Malkoon

ATTEST:

Katrina Adler, Town Clerk

Date

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Pouloupoulos, Theophilos		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Lauderdale-by-the-Sea	
MAILING ADDRESS 1460 S. Ocean Blvd		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Lauderdale-by-the-Sea	COUNTY Broward	☒ CITY ☐ COUNTY ☐ OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 5/14/2024		NAME OF POLITICAL SUBDIVISION: Lauderdale-by-the-Sea Commission	
		MY POSITION IS: ☒ ELECTIVE ☐ APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Theophilos Pouloupoulos, hereby disclose that on May 14th, 20 24 :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☒ inured to the special gain or loss of my business associate, _____ ;
- ☒ inured to the special gain or loss of my relative, Spiro Marchelos _____ ;
- ☐ inured to the special gain or loss of _____, by whom I am retained; or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

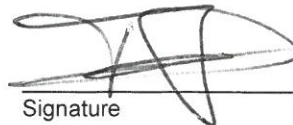
(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

There was an item on the agenda regarding re-erecting the pier sign for Anglin's Fishing Pier which is owned by Fisherman's Pier, Inc., which is in part owned by Spiro Marchelos, my Father-in-law.

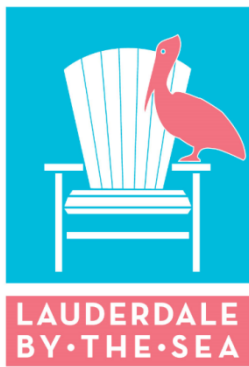
If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

5/23/2024

Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



DRAFT
TOWN OF LAUDERDALE-BY-THE-SEA
TOWN COMMISSION WORKSHOP
Jarvis Hall
4505 Ocean Drive
Tuesday, May 21, 2024
5:30 PM

1. CALL TO ORDER, MAYOR EDMUND MALKOON

Mayor Edmund Malkoon called the workshop to order at 5:30 p.m. Also present were Vice Mayor Randy Strauss, Commissioner Richard DeNapoli, Commissioner John A. Graziano, Commissioner Theo Pouloupoulos, Town Manager Linda Connors, Town Attorney Susan Trevarthen, Deputy Town Manager/Public Works Director Ken Rubach, Development Services Director Jhanelle Campbell, Assistant Development Services Director Muriel Ramirez, Code Officer Eric Villanueva, Code Officer Hector Barrett, Planning Technician Megan Small, and Town Clerk Katrina Adler.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. DISCUSSION ITEM

Mayor Malkoon advised that there will be a public comment period following Staff's presentation and Commission discussion.

a. Vacation Rental Discussion

Development Services Director Jhanelle Campbell gave a presentation on vacation rentals, including explanations of terms, enforcement, the future of vacation and short-term rentals, questions from the Commission, and public comments.

Vacation rental regulations were first adopted by Lauderdale-By-The-Sea in 2009 and applied only to single-family and town home dwellings. These regulations addressed the duration of stay, which required a seven-day minimum that continues to the present day.

In 2014, the state of Florida adopted regulations which allowed any municipal regulations enacted prior to 2011 to be preserved. After this date, the Town adopted short-term rental regulations, which applied to two-, three-, and four-unit properties. These properties are not subject to the duration-of-stay regulation.

To date, the Town has roughly 145 registered vacation and short-term rentals. The Town now has an interactive geographic information systems (GIS) map which allows residents to check the locations of neighboring vacation and short-term rentals that are registered in their communities.

Development Services Director Campbell explained that there is a difference between a vacation rental and a short-term rental. Vacation rental regulations apply to single-family homes and town homes only, which are restricted to a minimum stay of seven consecutive days. Short-term rental regulations apply to two-, three-, and four-unit dwellings. The most important distinction for short-term rentals is that these dwellings are subject to use of pool and outdoor area restrictions, as outdoor features may only be used between the hours of 8 a.m. and 10 p.m. No outdoor music is permitted in short-term rentals between 10 p.m. and 8 a.m. These rentals are also not subject to the seven-day minimum rental requirement.

Development Services Director Campbell further explained that the single-family and town home vacation rental properties are not subject to the same regulations as short-term rentals because the Town's vacation rental regulations were adopted prior to 2011. Should the Town make any changes to those regulations, they would no longer be grandfathered.

Commissioner Graziano asked if a vacation rental property that has been vacated before the seven-day minimum period is over can be rented again right away. Development Services Director Campbell confirmed that it cannot be rented until after the seventh day has passed.

Common Code violations observed in vacation and short-term rentals include:

- Vacation rental property does not respond to concerns within three hours as required by Code
- Violations of maximum occupancy of 10 individuals
- Rental periods of fewer than seven days
- After-hours pool and music use in short-term rentals
- Renting without a license

In addition to courtesy notices or notices of violation provided when violations occur, the Town may issue repeat offender fines, which are assessed for repeat violations of the same Code requirement. Other actions may include suspension or revocation of a property's rental certificate by the Town Manager. The Town must follow the proper protocol outlined in Code when taking this action.

Mayor Malkoon asked if any vacation or short-term rental property's license has been suspended or revoked by the Town thus far. Development Services Director Campbell confirmed that this action has not been taken. There is no currently defined threshold at which the Town may suspend or revoke a license, as no property's violations have reached a level of severity that would warrant this action. This level of severity is subject to the Town Manager's discretion and may include issues such as repetitive complaints.

Aside from the suspension or revocation of a property's certificate, the Town has other options they may consider, such as daily fines. If a property is listed for rental for fewer than seven days, for example, the Town permits that property's advertisement to be taken down and modified. If this is not done, a fine may be instituted. Other violations that may result in fines include failure of the property's rental agent to respond in a timely manner. If the Town has adequate evidence of these types of violations, they may request that the Special Magistrate issue fines where appropriate.

In addition to the requirement to respond to concerns or violations on the property within three hours, the rental agent must also be available to address issues 24 hours per day, seven days per week. They must be able to receive notice of violation of any section of the Town's vacation or short-term rental Code, and they are responsible for monitoring these dwellings on a weekly basis. Rental agent status may also be suspended or revoked by the Town Manager if the agent fails to perform any of their required duties. This has not occurred in the Town thus far.

Commissioner Graziano asked if a rental agent's status may be revoked if there is evidence that the agent is not truthful when appearing before a Special Magistrate. Development Services Director Campbell explained that the grounds on which a rental agent's status may be revoked would need to be specifically linked to the agent's duties as listed in Code. If an agent is found to be untruthful, the Code Officer could present counterevidence and the issue could be addressed at that time.

Currently, Florida Senate Bill (SB) 280 is awaiting the Governor's signature or veto. If this bill becomes law, it would create a statewide registration system, and the Town would be limited to requiring only those items specified in Section 509.0328.b. Occupancy requirements may also be affected. There are several other requirements of SB 280 which may affect the Town's regulations if the bill becomes law.

Development Services Director Campbell emphasized that SB 280 would not affect the Town's single-family and town home regulations, as these regulations were enacted prior to 2011. The changes would affect only short-term rentals.

Vice Mayor Strauss asked if there are any restrictions requiring longer minimum stays. Town Manager Connors advised that the Town's definition of "vacation rental" states a minimum seven-night stay is required. The multi-unit short-term rental regulations do not include a duration-of-stay requirement. Vacation rentals may include this requirement because they were passed by the Commission before 2011, before state regulations preempted local legislation.

Town Manager Connors continued that the Town takes great care to protect its vacation rental legislation. They do not attempt to make changes to vacation rental policies, as the addition of further restrictions could give the state reason to preempt the Town's grandfathered regulations. The Town may either retain existing duration-of-stay regulations in their current state or decrease them. They are not permitted to increase these regulations.

Vice Mayor Strauss explained that he has been approached by residents who believe a longer duration of stay is required of vacation rental properties, and he had wished to clarify this regulation. Town Manager Connors recalled that the Town had initially passed a much stronger vacation rental Ordinance in 2009; however, the stringency of this Ordinance was reduced within less than one year. She acknowledged that it can be difficult to enforce the existing seven-day regulation.

Development Services Director Campbell continued that if SB 280 is signed into law, the Town may be limited to requesting only those items specified in 509.0328.b as part of its registration process. This may affect occupancy requirements: Code currently states that a maximum of two persons per bedroom may occupy a vacation or short-term rental, as well as two additional persons per 200 ft. of interior living area, not to exceed 10 individuals. SB 280 would permit two persons per bedroom or two additional persons in one common area or more than two persons per bedroom if there are at least 50 sq. ft. per person, plus two additional persons in one common area, whichever is greater.

Town Code also requires that vacation rental information must be posted within 10 ft. of the property's front door. SB 280 is silent on this issue.

A resident who wishes to know if a vacation or short-term rental is located near their property may check the Town's online map, which differentiates between these two types of rental properties. A "pending" category has recently been added to this map which shows properties that are currently in the application process. Residents may also contact Zoning or Code Compliance during regular business hours, which are Monday through Saturday from 7 a.m. to 4 p.m.

The Town has also created a postcard mailer which will be sent to neighboring properties once a vacation or short-term rental application has been approved. The postcard provides general information on whom residents may call, as well as information on how to contact the Broward Sheriff's Office (BSO) outside Code Compliance's hours of operation. Residents may call (954) 764-4367 with any issues. BSO is aware of what can be done to address vacation rental violations.

Commissioner DeNapoli requested clarification of the distance within which the postcard mailer would be sent. Development Services Director Campbell replied that this is currently being discussed.

Commissioner DeNapoli also advised that he wished to ensure Town residents are aware of their rights with both currently registered and pending properties, and suggested that the Town could send proactive postcards to residents who live within a two-block radius.

Commissioner DeNapoli continued that part of the maintenance of the Town's unique character is to safeguard against abuses by vacation and short-term rentals, including enforcement of restrictions on those properties. He noted that residents have stated enforcement can be lax on weekends, and suggested that the Town expand its enforcement activities to reduce the burden that vacation or short-term rental properties place on residential neighborhoods. He added that he was interested in what the cost of these stricter enforcement efforts may be.

Commissioner DeNapoli also stated that some residents are afraid to make formal complaints against specific properties, as they feel this could subject them to retribution from those properties. He noted that due to Florida's public records laws, anonymity of complainants cannot be guaranteed; however, confidentiality can be enhanced if a resident making a complaint blocks their number or does not reveal identifying information during a phone call to report a violation. He expressed concern with the process for making complaints. Development Services Director Campbell advised that SB 60, which has been law for several years, prohibits anonymous complaints.

Commissioner DeNapoli pointed out that one of the pages included in the Commissioners' backup materials suggests that complaints may be made anonymously, although residents have expressed concern with a lack of anonymity. Development Services Director Campbell confirmed that this language needs to be removed.

Commissioner DeNapoli continued that residents have also shared concerns that the seven-day minimum stay is not enforced. He asked if any properties have been fined or had their certificates suspended. Development Services Director Campbell replied that fines have been issued, although revocations or suspensions have not occurred. She offered to provide further information to the Commission on the nature of fines that have been assessed against vacation or short-term rentals over the years.

Town Manager Connors further clarified that fines may be \$100/day or \$250/day, depending upon the severity of the incident as well as whether or not it is a repeat violation. In the case of a repeat violation, the Town may request fines as high as \$500/day. The maximum fines, however, are limited by State Statutes.

Mayor Malkoon asked if a property that reaches the point of having daily fines assessed against it would approach the threshold of probable cause for suspension until its issues are resolved. Town Manager Connors explained that this depends upon the nature of the issue: for example, failure to return garbage cans in a timely manner is less severe than consistent noise violations or other more severe nuisance activities.

Mayor Malkoon also observed that one way to maintain individual anonymity when making a complaint could be to make a complaint in the name of a neighborhood association. It was noted that Code Compliance could look into this possibility; however, the intent of the state legislation was to prevent a "shell" entity from making complaints by citing a specific individual to contact in relation to the complaint.

Commissioner DeNapoli advised that many residents may not be aware of the process for making complaints, and asked what processes might follow after a resident makes a verbal complaint to BSO or the Town. Development Services Director Campbell replied that residents may call or email Code Compliance to make a complaint. A resident calling in a complaint must give their name as well as their complaint. If they call BSO, they must provide their name and address and state their complaint. BSO would then visit the site to investigate, contact the vacation rental agent, and send a report to the Town.

Development Services Director Campbell continued that if a complaint is made over the weekend, she would receive a report on Monday which outlines what has happened. She would then evaluate the notes and follow up if the Town is able to proceed with issuance of a violation or courtesy notice. This is not always possible, however, as BSO Deputies cannot always observe the violations.

Commissioner DeNapoli noted that the backup materials state that Code investigation and/or action require “a valid complainant.” Code Officer Eric Villanueva explained that complaints are typically made via telephone or email. When Code Compliance reaches out to the complainant to initiate the investigation, they are required to take the complainant’s name, address, and phone number in order for the complaint to be considered valid. Once the required information is taken, Code Compliance initiates the complaint using its internal system.

Commissioner DeNapoli stated that one resident had provided the required information, but the property about which their complaint was filed was not included on a list of vacation or short-term rental properties which have committed violations. Officer Villanueva advised that the list includes only properties against which valid complaints were received. He noted that until a complainant has provided the required information, Code Compliance cannot follow up on a complaint, although it may be possible to verify a complaint through other measures.

Commissioner DeNapoli suggested there may be a disconnection between the complaint process and residents’ understanding of it. He emphasized that this was one reason he felt postcards should be sent to areas within a specific radius of a vacation or short-term rental so those residents will be aware of how the process works.

Commissioner DeNapoli also noted that the individual with whom he had spoken had indicated the rental property in question was unregistered. He asked what is done by Staff to identify unregistered vacation or short-term rental properties. Development Services Director Campbell replied that Airbnb is one of several websites on which these properties are listed for rental; however, that site does not include the properties’ addresses, which means additional verification must be done to prove that a property is a vacation or short-term rental. This may include comparisons on sites such as Zillow or research through property appraisers’ photographs, which is time-consuming for Staff.

Development Services Director Campbell continued that Code Officers do visit Airbnb to search for unregistered vacation/short-term rentals within the Town, and recently

identified several of these properties. Monitoring all websites on which the properties are posted, however, would be extremely time-consuming. This is one reason she has requested funds for vacation rental software in the fiscal year (FY) 2024-2025 budget, as it would aid Code Officers in this work.

Commissioner DeNapoli asked if the majority of properties are posted on Airbnb and Vrbo. Town Manager Connors explained that because the postings do not include the properties' addresses or photos of the front of the house, it can be very difficult to ensure accuracy. Software which "scrubs" various sites would make identification much easier.

Commissioner DeNapoli asked how the Town addresses violations of the seven-day minimum stay requirement. Development Services Director Campbell replied that if the failure to require this duration is not listed on a website, there must be a partnership between Staff and residents to identify those properties. She cited the example of an adjacent neighbor who sees shorter turnover at the property who could make these complaints to Code Compliance.

Town Manager Connors advised that postings on vacation rental websites may state required durations for properties; however, this is not a foolproof method, as the property owner or manager might post a weekly rental rate but could be open to shorter stays if a potential renter contacts them directly. Development Services Director Campbell added that a rental agent may remove or edit their advertisement before Staff can investigate the duration.

Commissioner DeNapoli asked how vacation rental software would assist Staff. Town Manager Connors stated that she has spoken with the city of Lighthouse Point, which uses this type of software and considers it a good addition to their vacation rental enforcement. The software scrubs up to 70 sites at random hours and tracks when ads are removed and re-posted.

Development Services Director Campbell further clarified that she has spoken with two such software providers. The estimated cost of this software is between \$20,000 and \$30,000 per year, depending upon the provider.

Commissioner Graziano commented that in addition to the 145 vacation or short-term rentals operating in Lauderdale-By-The-Sea, he suspected there may be another 30 to 40 units of which the Town is not currently aware. He emphasized the significance of

this issue for the Town, and asserted that he would like to see a better way to address it.

Commissioner Graziano continued that he was in favor of purchasing the software to assist Staff. He also felt whenever a vacation rental is registered, the adjacent or contiguous property owners on all sides should be notified of that registration so they understand not all of their neighbors are long-term or permanent residents.

Commissioner Graziano observed that in the Terra Mar neighborhood, most residents who wish to make complaints about vacation/short-term rentals do so through the president of the Terra Mar Civic Association. He suggested this may be one way to preserve some anonymity for individual complainants. He was also in favor of distinguishing between major and minor violations, and felt that when a rental agent does not tell the truth before a Special Magistrate, this should constitute a major violation. He asserted that this type of violation should result in suspension or revocation for that agent.

Commissioner Graziano added that most vacation/short-term rental issues are adjudicated by the Special Magistrate, which means decisions are not unilaterally made by the Town Manager, but are brought forward at a public hearing at which affected parties may make their cases. While the Town cannot control actions taken by the state, he suggested that they may wish to consider creating community groups or civic associations to interact with the Town on their members' behalf.

Commissioner Graziano also noted that in addition to affecting residents' quality of life, vacation and short-term rentals compete with hotels or motels in the Town as well as with each other. He acknowledged that while it is more difficult to police these rentals, the Town may wish to investigate whether or not these units' facilities, such as pools and restrooms, are compliant with the requirements of the Americans with Disabilities Act (ADA).

Commissioner Graziano encouraged all residents to attend a Special Magistrate hearing in order to become more familiar with the conversations that can occur between the affected parties, including the owner or agent, Staff, and the Special Magistrate. This can give residents an idea of how difficult it can be to monitor these properties' activities.

Commissioner Graziano also stated that complaints may be made anonymously to BSO. Town Manager Connors clarified that while this is the case for BSO, in order for

the Town's Code Department to follow up on the report, complaints cannot be made anonymously.

Commissioner Pouloupoulos asked if civic or homeowners' associations are permitted to govern or place their own restrictions on rental properties. It was clarified that homeowners' or condominium associations may enforce their own restrictive covenants outside the Town's or state's regulations. This is not an option for civic associations.

Mayor Malkoon addressed vacation rental software, asking if the Town has considered reaching out to companies that provide monitoring services rather than investing \$20,000 to \$30,000 in software. Development Services Director Campbell explained that the software would be purchased from these specialized companies.

Mayor Malkoon also asked if the Town may be able to raise its licensing fees. Town Manager Connors replied that Staff is currently reviewing all of the Town's fees. They are also looking into the fees required by neighboring communities.

Town Manager Connors continued that the vacation rental fee is \$750, which is currently broken down as follows:

- \$675 application fee
- \$75 inspection fee

Vice Mayor Strauss commented that NextDoor may be another option for residents, as it allows them to make complaints regarding Code violations. Development Services Director Campbell advised that in order to take action, Staff must receive a valid complaint from a complainant. They are not actively reviewing NextDoor at this time. Town Manager Connors further clarified that while some residents may want to express their concerns or frustrations on that site, the individual may not have intended for those comments to be perceived as formal complaints. Staff must take care in collecting any information from NextDoor.

Town Manager Connors continued that one way the Town and its residents may take action is through contacting their state legislators. She has spoken with State Senator Jason Pizzo to discuss outreach to the state regarding the repeal or change of legislation so it is less far-reaching. The current legislation has limited the willingness of individuals to complain about not only vacation or short-term rentals, but all Code violations.

Vice Mayor Strauss also addressed unregistered properties, asking if they enjoy the same protection of preemption by the State Legislature as registered properties or if the Town could take action such as shutting them down. Town Manager Connors explained that because these properties are not registered, they are considered to be “in violation of every Code” and can be shut down until they become registered. The Town has attempted to do this in the past with unregistered properties; however, those properties were in the process of registration and this action could not be taken.

Vice Mayor Strauss advised that upon reviewing the backup materials, he felt the Town is at the forefront of all action that can be taken to protect its residents from the issue of vacation and short-term rentals. The purpose of tonight’s meeting is to determine if the Town’s response can be adjusted while remaining within state law. He suggested that each individual client renting one of these properties could be required to fill out an application for that week. The application process might also be able to require a sworn affidavit declaring the client’s intent of renting the property for the seven-day minimum.

Town Manager Connors explained that the Town is concerned with making any prospective changes to its process, as they do not wish to lose their grandfathered status. Vice Mayor Strauss acknowledged this concern as well.

Commissioner DeNapoli commented that many of the issues that arise from vacation/short-term rentals occur on weekends, and asked if there is the possibility of adding a Code Officer on weekends. Town Manager Connors emphasized that enforcement of the Town’s vacation rental policies depends upon three factors:

- The Town
- BSO
- Neighborhood involvement

Town Manager Connors strongly emphasized that if the Town’s Code Officers are not present when a complaint is made, residents should contact BSO’s non-emergency number, as BSO is charged with providing services to the Town on an around-the-clock basis.

Town Manager Connors continued that once a resident has made a complaint to BSO, that complaint is documented and can be followed up on by Code Enforcement and the Special Magistrate. When a call is made to BSO’s non-emergency number, an Officer will take the complainant’s information, visit the subject property, and determine if a violation exists. She cautioned that there may be times in which BSO may find that a noise complaint, for example, does not reach the level required for a violation; at other

times, BSO will intervene and document the interaction. They will also observe whether other violations appear to be occurring, such as excessive occupancy or parking violations.

When BSO submits a report on its activity to the Town, Staff evaluates the report to determine if they can move forward. Development Services Director Campbell encouraged residents to be clear about the nature of their complaint, such as noise, occupancy, or other violations. If Staff determines there has been a violation, they turn the BSO report into a notice of violation, which begins the Code Compliance process and will go before the Special Magistrate.

At present, Staff requests that the Special Magistrate make a finding of fact. This means that if the same violation occurs again within five years, the Town may request repeat violator fines of up to \$500/day per occurrence. Repeat violations immediately return to the Special Magistrate and repeat violator fines are requested.

Development Services Director Campbell further clarified that there are notice requirements and other protocols that must be met before a violation is taken before the Special Magistrate, which may take some time. Town Manager Connors again emphasized the importance of taking violations before the Special Magistrate for a finding of fact, as this can double the fines for repeat violations. A finding of fact followed by another violation can also elevate the issue to consideration of suspending or revoking a property's license by the Town.

Town Manager Connors advised that while she has the written authority to suspend or revoke a license, this is not a step she would take without first consulting the Commission to clarify what is understood as a major or minor violation.

Commissioner DeNapoli expressed concern that the length of the process, like the fear of making a public complaint, may result in residents becoming discouraged or giving up. Town Manager Connors noted that many of the complaints received are "one-offs," which may result from one client of a property who commits a violation and then leaves. This means the property does not take an excessively long time to address the violation and bring it into compliance. There are few documented repeat offenses at the same properties.

Commissioner DeNapoli asked what types of fines are typically involved with violations. Development Services Director Campbell replied that for a first offense, the Special Magistrate is asked to provide a final order giving the violator a certain amount of time

to comply. This time frame varies depending upon the issue. If the violator does not comply within this time frame, a fine of \$150 to \$250 per day may be assessed, again depending upon the violation. A finding of fact is also issued, and if the violation is repeated, the Town may request fines of up to \$500/day per violation.

Vice Mayor Strauss observed that while the client renting the property may have left and will not repeat the violation, the property owner and/or agent must be responsible for it, even if the violator has left. He asked if a fine would be issued for this type of one-time violation. Town Manager Connors noted that Code Compliance will contact the responsible party to inform them of the violation and can also take steps to immediately address some violations, such as removing excess individuals from the property. The violation is documented. She reiterated that there will need to be further discussion of what constitutes major or minor violations.

Mayor Malkoon commented that if a property has been called before the Special Magistrate more than once, he would be comfortable with the Town Manager taking action to suspend that property's license until the issue is addressed or fines are paid. Town Manager Connors confirmed this, but pointed out that there are currently no repeat violators on the Town's list of properties that have committed violations.

Mayor Malkoon explained that his concern was that more severe restrictions, such as suspension or revocation, have not happened in the Town. He asserted that he would like a list to be compiled of repeat offenders so their licenses may be suspended or revoked accordingly.

Town Manager Connors noted again that it can be very difficult for Staff to proactively enforce issues such as the seven-day rental requirement without using tools such as vacation rental software. She felt this would be helpful in taking a more aggressive position to address violations, as would continuing meetings with the Town's neighborhoods to ensure they are comfortable using BSO's non-emergency line.

Commissioner Graziano again encouraged all present to attend a Special Magistrate hearing in order to become more familiar with the process. He added that the Special Magistrate should understand that the Town would like the issues at those hearings to be resolved and fines collected rather than to continue seeing violations.

At this time Mayor Malkoon opened public comment.

Jeannine Pearce Clark, resident, stated that the Town has changed due to vacation rentals during the years she has lived there. She felt these properties are a misuse of single-family zoning and should not have been permitted in residential neighborhoods. There are three vacation rentals near her home, which have created significant acrimony because neighbors do not want to make complaints against one another.

Ms. Clark concluded that she felt the vacation rental monitoring software was a good idea; however, she asserted that there are also unregistered vacation rentals on her street, which generate noise and garbage. She also expressed concern with vacation rental owners whose properties may be classified as homesteaded.

Ron Piersante, resident, asked how many registered complaints have been received by the Town about vacation/short-term rentals in the last year.

Maria Prunskis, resident, commented that a vacation rental behind her house often has clients staying for fewer than seven days and generates significant noise. She has reported this property to BSO's non-emergency number many times for violations.

John Mark Clark, resident, stated that once vacation or short-term renters leave the properties they have rented, those properties are unoccupied until the next rental, which affects the surrounding community by leaving it vulnerable to crime. He felt there are more than 30 to 40 unregistered rentals in the Town.

With no other individuals wishing to speak at this time, Mayor Malkoon closed public comment.

Commissioner DeNapoli observed that residents do not seem to know how to lodge complaints, and again encouraged them to call BSO's non-emergency number. He reiterated that postcards should be sent to properties within a certain radius of both new and existing vacation/short-term rentals. He was in favor of considering greater enforcement, implementing software, increasing fines to an amount that would deter unwanted behavior, determining what constitutes major and minor offenses, and granting the Town Manager authority to suspend licenses.

Commissioner DeNapoli emphasized that the first step should be making it easier for residents to know their rights and how to lodge complaints.

Commissioner Pouloupoulos advised that condominiums are not immune from the presence of vacation or short-term rentals. He encouraged condominium residents to

contact their homeowners' association boards about this issue, and for those boards to closely monitor their condominiums for compliance with regulations, particularly during spring break. He added that these associations often have their own restrictions in addition to the Town's regulations.

Commissioner Graziano commented that he would like to see fines collected from vacation or short-term rental properties that violate Code, and that these fines should serve as a deterrent. He recommended retraining the Town's Special Magistrates so they understand the wishes of Town residents.

Vice Mayor Strauss stated that he sees a loss of community with the proliferation of vacation rentals, as residents are no longer familiar with their neighbors. He also pointed out that there is a loss of voters in the Town's districts due to these properties. He recommended determining how the rise of these rental properties is trending across Broward County.

Vice Mayor Strauss added that he did not believe condominiums are preempted by the state from enforcing their regulations regarding rentals. He recommended that every complaint be logged so there is a clear understanding of how many complaints are being made against these properties, even if no violation is ultimately recorded. He was also in favor of closing down unregistered properties, and suggested that the Town consider investing in the software that would help with this issue.

Vice Mayor Strauss also proposed greater community vigilance, particularly with regard to rentals that do not comply with the seven-day minimum stay regulation. He suggested that even if complaints are made anonymously and cannot be acted upon, the Town would be aware that a violation occurred at the property.

Ms. Prunskis asserted that it was unrealistic to ask neighbors to address rental-related issues in their neighborhoods, and there should be another way to enforce regulations. She suggested that vacation or short-term rentals should have to post information on their properties in a similar manner to posting when permitted work is being done.

Town Manager Connors advised that vacation/short-term rentals are required to post basic information inside the properties within 10 ft. of the door. She noted again that changing any of the Town's existing regulations could result in loss of the Town's grandfathered status.

Town Manager Connors added that the use of monitoring software may be the only way to enforce the minimum rental period without involving neighborhood residents in the process. She emphasized that residents are not being asked to visit these properties themselves, but should call Code Compliance during the day or BSO's non-emergency number after hours.

Mayor Malkoon asked if the Town can provide individuals with contact information for registered properties' agents if they wish to reach out to those agents. It was noted that a resident or association may make a public records request for this information. Development Services Director Campbell cautioned that if rental agents are approached without going through the proper channels, it may be more difficult for Staff to track and enforce complaints.

Rick Doremus, resident, expressed concern that some complaints are not reflected in the Town's records, and pointed out that at times there is a perception that the Town is more interested in attracting visitors than in its residents. He also did not feel it was a resident's role to take action, as there is a Police presence for this reason. He did not feel regulation of vacation rentals was a priority for the Town.

Town Manager Connors reported that five cases are scheduled to come before the Special Magistrate on Thursday, May 23, 2024. These cases address enforcement of the required seven-day minimum rental.

Town Manager Connors added that Development Services Staff will use all available tools to enforce regulations, and will send a postcard Town-wide, as well as to specific affected neighborhoods in which newly registered properties are located. She advised that the Town is still waiting to find out if SB 280 will be vetoed or signed into law, and that State Senator Jason Pizzo's office will be sent information on tonight's meeting, as many of the residents' complaints and concerns address state rather than municipal issues, such as the inability to act on anonymous complaints.

Town Manager Connors concluded that it is likely Senator Pizzo will listen to residents' concerns, as he has expressed interest in bringing forward legislation on this issue in the future.

Mayor Malkoon added that Senator Pizzo will be present at the next scheduled Commission meeting on May 28, 2024.

Commissioner DeNapoli stated again that the complaint process should be made easier for residents, and that the Special Magistrates should receive some direction on the differences between major and minor violations. He also noted that other municipalities have mobile apps on which complaints can be submitted. Town Manager Connors confirmed that the Town is working to develop a mobile app which would include a complaint function.

4. ADJOURNMENT

With no other business to come before the Commission at this time, the meeting was adjourned at 7:20 p.m.

Mayor Edmund Malkoon

ATTEST:

Katrina Adler, Town Clerk

Date



Town Commission Agenda Item Report

Meeting Date: June 11, 2024

Submitted By: Ken Rubach, Deputy Town Manager/Public Works Director

Submitting Department: Administration

Item Type: Action Item

Agenda Section: OLD BUSINESS

Subject Title: Beach Safety Report Follow Up

Explanation: At the April 30, 2024, Commission Meeting, staff made a presentation, which is attached, **(Exhibit 1)** regarding various options for potential monitoring of the beach and ocean. Included with this information was a survey of various communities within the tri-county area to help gauge the level of services provided in other similarly-situated communities and to ascertain what may be needed in order to perform similar functions on our beach. The Commission directed staff to: (1) provide information regarding the number of incidents at other local beaches; (2) provide an estimate of the costs and feasibility associated with having the Broward's Sheriff's Office perform a full-time beach patrol with properly trained officers; and (3) provide more detailed estimates regarding costs and feasibility of lifeguard/ocean rescue services versus Code officer beach patrol.

Incidents at Local Beaches

Staff reached out to the beach communities in Broward County to provide the number of medical incidents that have occurred in the ocean or the adjacent beaches. Each agency tracks these incidents very differently, so the spread in number of incidents varies from 0 to several thousand per year depending on the reporting agency standards/requirement/incident designation. Below is a breakdown of these various reporting methods per municipality and the reported numbers for the applicable categories are attached as **Exhibit 2**.

Municipality	Number of Incidents	Years of Data Reported	Reporting Methods Categories
Dania Beach	571	5	First aid or medical
Deerfield Beach	12,643	4	Variety of medical categories such as sea lice, ambulance calls, drowning, lost persons, etc..

Fort Lauderdale	41,605	4	1st aid, rescues, lives saved, missing persons, etc..
Hallandale	12,412	4	Minor or major medical aid
Hollywood	6,446	1	Accident, boat, enforcement, missing persons, rescues, minor/major medical aid. New system was implemented in 2023 so current categories are available since that date.
Pompano Beach	4	5	Water rescue is only for incidents on water; sand rescues are categorized at nearest address

The Commission also requested staff to gather estimates for three different types of beach safety enhancement - (1) BSO Patrol, (2) Lifeguards at fixed stations; and (3) Beach Ambassadors/Code Officers. This information follows.

(1) Broward Sheriff's Office Patrol

Yearly Cost Estimate: \$765,920

Total Cost Estimate: \$865,920

\$765,920 (4 sheriff's deputies x \$191,480)

\$100,000 Equipment

Captain Wesolowski, District Chief of Broward Sheriff's Office, prepared a thorough memo (**Exhibit 3**) detailing requirements needed to provide full-time beach monitoring by BSO Deputies. For the BSO, this would include having to create a new category of officer for the Broward Sheriff's Office as there is currently no permanent beach patrol service available. For the Town, it would include adding another patrol zone and hiring four new full-time deputies. The Captain's memo is attached to this agenda item. Below is the summary of that memo regarding year-round patrol.

To have the Broward Sheriff's Office continually patrol the entire length of the beach from the Pompano Beach border (the Town's northern perimeter) to the Fort Lauderdale border (the Town's southern perimeter), four additional full-time deputies would need to be properly trained and added to the district complement of 16 Road Patrol deputies. Each of these four deputies would be split between both Bravo Shifts (6A to 6P). A fourth patrol zone constituting the entire beach area would be created to identify this geographic area of responsibility. This would also require revisions to the current contract for service between the Broward Sheriff's Office and the Town of Lauderdale-By-The-Sea to re-negotiate its terms to include this additional personnel and establish the scope of services and the Town's requirements. The current five-year contract for service is set to expire on September 30th, 2026.

Per the BSO Memorandum:

- As of March 2024, the estimated cost for a new deputy is \$191,480. Four new deputies

would total an estimated \$765,920.

- There is no current position within the Broward Sheriff's Office identified as a beach safety deputy specially trained for water rescue and beach patrol functions simultaneously.
- Deputies do not receive specialized water rescue training and are only issued a personal flotation device with a 100-foot nylon rope attached. Except for the Dive Team and Marine Patrol Unit, no other deputies receive any type of water rescue training. Deputies assigned to this position would have to initially receive advanced water rescue training and continued refresher training as well as conditioning.
- There is no current specialized hybrid uniform that would allow for normal patrol as well as water rescue simultaneously.
- Based on the mentioned ATV/UTV wear and tear issues encountered during our one-month Spring Break Operational Plan, it is apparent that specially outfitted four-wheel drive marked pick-up trucks or similar full-size vehicles be utilized by the assigned beach safety deputies for patrol. These vehicles would be able to stand the rigors of daily beach patrol with less break downs than ATVs or UTVs. Marked pickup trucks are also equipped with lockable safes that can be utilized to secure firearms, gun belts, radios and other equipment worn by a deputy should a water rescue be needed. The cost of these specially outfitted vehicles would be significantly more than a normal patrol vehicle.
- A permanent safety lane would need to be installed to maintain a clear driving path for these larger vehicles to proceed. Temporary safety lanes are currently installed during the month of Spring Break as well as the week of July Fourth for both Fire Rescue and BSO beach patrols due to the larger than normal crowds. The safety lanes are currently formed by utilizing rented bright orange barrels.
- Wildlife conservation. Full-size vehicle routes and safety lanes will be impacted during sea turtle nesting season. Full-size vehicles require a larger turning radius and have less driver visibility (aka blind spots) than ATVs/UTVs.
- It has been suggested that while deputies patrol the beaches of Lauderdale-By-The-Sea, they would also be able to enforce municipal ordinance violations they observe. Currently, municipal ordinance violations pertaining to dog walking, fishing, smoking, and alcohol use, for example, are commonly observed by deputies. While deputies can enforce these ordinances, it is normally addressed as an educational issue and voluntary compliance is requested of the offenders, and often obtained. It is a rare occasion that enforcement efforts include citations or arrests. This type of enforcement is much more suited for Code Enforcement personnel.

Based on this information, staff would like to emphasize, that moving forward with this unprecedented option has many challenges, such as staffing and stringent training requirements for advanced water rescue, and it may trigger a potential early renegotiation of the BSO contract. Staff therefore recommends against this option.

(2) Lifeguard/Ocean Rescue Option

Yearly Cost Estimate: \$1,054,650 (approximately 7 staff plus equipment).

We are unable to provide exact numbers for this yearly cost estimate until proposed locations

and the desired method of procuring these services has been ascertained.

Notwithstanding, staff requested a cost estimate from Pompano Beach Fire-Rescue based on a minimum of three guard towers between the north side of the pier and El Prado Park. Pompano Beach has lifeguards and therefore is experienced with the staffing and training requirements for providing this service. It should be noted that the actual amount of staffing and equipment would need to be agreed upon in a contract, yet to be negotiated, and the information below should only be used as a guide to assist with discussion. While offhand comments were made about the cost of lifeguards last year during the process of choosing Pompano Beach as our fire rescue provider, the City has been clear that no binding proposal to provide the Town with lifeguards was ever submitted.

Ultimately, the Commission would need to decide how much of the beach would be guarded to have a firm estimate of cost. As a reminder, there are 11 public beach access points, beginning at Flamingo Ave on the south border of the Town to 1700 S. Ocean Blvd (Cristelle) as the northernmost access. Below are the details of staff requirements and estimated costs associated with the staff levels for approximately three guard towers between the north side of the pier and El Prado park.

The methodology we used for ascertaining an estimate is as follows and the City has declined to provide a precise estimate in advance of negotiations over a contract amendment. Staff utilized the City of Pompano Beach Ocean Rescue Budget, which for FY24 is \$2,812,399.00. This covers staffing and equipment for 8 lifeguard towers. For our cost estimate example, staff are suggesting that 3 towers would be purchased. As stated previously, the exact number of towers and the coverage area would be approved by the Commission in coordination with the provider of these services. Three towers would equate to 37.5% of the Pompano Beach Ocean Rescue Budget or \$1,054,650 which would cover staffing and equipment. This figure does not include initial costs for the purchase of lifeguard towers, which would be as much as \$130,000 per tower.

Lifeguard Tower Locations

The location of the lifeguard towers could be placed within the Town right of way, which would be limited to areas adjacent to Town access points south of Pine Avenue or may be placed on private property if an agreement can be reached. The two access points north of Pine Ave adjacent to Cristelle and Sea Watch do not contain Town right of way on the beach. This potentially limits where they could be located without an agreement with the property owner as a majority of our beach is abutted by private properties. Our neighboring communities, Fort Lauderdale and Pompano Beach, own all the land on which their towers are located. Both cities have chosen to place their lifeguard towers in front of public property.

Staffing and Equipment:\$1,054,650

3 Lifeguard Towers: \$390,000.00 total or \$130,000 per tower

Total Estimate: \$1,444,650

(3) Code Officer Beach Ambassador

Yearly Cost Estimate: \$256,036 (2 Code officers)

This option contemplates beach patrol by code officer beach ambassadors that would be provided by our code enforcement vendor and the vendor provides personnel based on our agreement with them. It would focus on efforts to enforce existing Town codes such as the prohibitions of dogs on the beach, smoking prohibitions, and informing beach guests regarding the policy about digging holes. This position would not serve a medical/life-saving function. The two ambassadors estimate contemplates being a full-time position that would operate from 9am-5pm seven days a week, one officer would be present Wednesday-Sunday and another officer would be present Friday-Tuesday. This would allow for dual coverage over the weekend. Alternatively, you could choose a pared down option with one officer supplemented by our existing code staff that could work as needed depending on the time of year and the level of beachgoers. The cost estimates for this option are detailed below.

Code officer: \$128,018 each

ATV's: \$20,000 each plus maintenance costs.

Total Startup Estimate: \$300,000 for two Ambassadors; \$150,000 for one Ambassador plus equipment

Staff has received several recommendations from the public for beach safety options. One of which is to include the use of cameras supplemented by AI that could detect medical issues or potential drowning victims. This tool is currently being utilized on a limited basis primarily in some foreign countries. However, it should be noted that this technology is used as a tool to assist lifeguards, not replace them, as a response by trained personnel would still be needed should a medical emergency occur.

Town Liability Information

Questions have been raised regarding the potential Town liability associated with these options. Staff had requested more information from the Town Attorney's office previously and their opinion regarding this matter as it pertains to lifeguards is provided below.

The Town has considered the question of whether to provide lifeguard services for at least 35 years. In the earliest years, there were concerns about whether the Town would incur liability by taking steps towards protecting beachgoers. The older caselaw sometimes found municipalities liable for unguarded beaches if they took actions that suggested that they were inviting swimmers to use the beach, such as by providing parking, concessions and other services. The Florida Legislature recognized that Florida's coast is subjected to constantly changing surf and other naturally occurring conditions that constitute an inherent danger in the coastal areas of the state, and that a solution was needed.

It therefore, about 20 years ago, acted to enact a statute providing a program for state and local coordination of the display of uniform warning and safety flags, with accompanying notification signs, regardless of whether a beach is guarded. Most importantly, the statute provides local governments with statutory immunity from rescue liability, provided they act in a

reasonable manner in all of their endeavors:

380.276. Beaches and coastal areas; display of uniform warning and safety flags at public beaches; placement of uniform notification signs; beach safety education

* * *

(5) Due to the inherent danger of constantly changing surf and other naturally occurring conditions along Florida's coast, the state, state agencies, local and regional government entities or authorities, and their individual employees and agents, shall not be held liable for any injury or loss of life caused by changing surf and other naturally occurring conditions along coastal areas, whether or not uniform warning and safety flags or notification signs developed by the department are displayed or posted.

So, for example, the act of placing the liferings on posts, flying flags, or posting warning signs about rip currents, no longer raises the risk of liability should an accident occur. See *Brown v. City of Vero Beach*, 64 So. 3d 172, 175 (Fla. 4th DCA 2011), (statute protects government entities and their employees and agents from liability for injuries or death caused by changing surf or any other naturally occurring conditions along Florida's coastal areas, regardless of whether or not there are warning flags or notification signs displayed; the statute clearly and unambiguously shows the Legislature's intent to limit the statutory waiver of sovereign immunity it created in section 768.28, Florida Statutes).

Liability Regarding Potential Lifeguard Services

Questions have also been raised about the Town's liability if it ultimately decides to provide lifeguard/Ocean Rescue services on some portion of the Town beaches. Municipalities generally are obliged to carry out any duty they undertake with due care, and can be liable for negligence in carrying out those activities. Their exposure to monetary liability for any failure to provide the required standard of care is capped by statute at \$200,000 per individual claim or judgment, up to a total of \$300,000 per incident. Plaintiffs can also file a claim bill with the Florida Legislature to seek additional compensation. The Town carries liability insurance for these types of claims.

Summary

The three options presented by staff provide various means and methods for enhancing beach safety within the Town. It is important to note that the lifeguard option is the only option which would consistently address water rescue issues and medical needs on the beach. While BSO has provided an option, it has not been confirmed as viable because BSO currently does not have this type of position within their staffing as their main function is law enforcement and would need to create it. The significant costs associated with BSO's proposed services are similar to the costs for lifeguards without providing the ability to constantly monitor a specific area for ocean rescue, as they would be mobile resources, therefore severely hampering their effectiveness in serving in an ocean rescue capacity.

The code officer/beach ambassador option allows for more public interaction/spreading awareness, beach supervision and monitoring, while also helping to address other common code complaints the Town frequently receives. However, the code officer/beach ambassador option will not provide any medical assistance and water rescue services to beach goers.

Option	First Year Estimate	Annual Cost Estimate
BSO	\$865,920	\$765,920
Lifeguard/Ocean Rescue	\$1,444,650	\$1,054,650
Code Officer Beach Ambassador	\$300,000/\$150,000	\$260,000/\$130,000

Options Moving Forward

Ultimately, a choice in this matter requires the Commission to determine what is most important to it. There are competing priorities of safety and financial impact, as well as the need to determine what the right scope of services is.

If the goal is maximizing the chance of preventing a drowning, above all other considerations, lifeguards are likely the best option, but their effectiveness is limited to where the lifeguard towers are placed. If we went with BSO, assuming they would agree to this proposition, we would be piloting a brand-new service that they are not trained to provide and are not currently providing in any other jurisdiction that they serve.

It is worth noting the excellent response times we traditionally receive from BSO and Pompano Beach Fire-Rescue for the area of the beach most used by the public at large, where the Town has focused its concerns (as compared to the beaches behind condos distant from public access points). The history shows that individuals in immediate medical distress and in need of transportation to a hospital will most often receive that response quickly from our existing services, once a 911 call is placed.

If the Commission is concerned about its safety strategy having too great an impact on the millage rate and costs of government for our residents going forward, the BSO option appears to be the most expensive. Lifeguards are similarly more expensive than the Code Officer Beach Ambassador option.

And if it is important to the Commission for the safety strategy to also enhance the Town's ability to comprehensively warn and enforce its Code requirements and beach rules, the patrol options are superior as they involve coverage of the entire beach and the use of staff primarily focused on such matters.

1) If the Commission wishes to move forward with the BSO option, it should authorize staff to begin a dialogue with BSO with regard to re-opening the contract to begin negotiations for the potential expanded services, comprised of adding a fourth zone and four additional deputies. Staff does not recommend this option.

2) If the Commission wishes to move forward the lifeguard/ocean rescue option, it should first determine whether the Town should seek coverage only of the area north of the pier to El Prado as outlined above, or whether a more extensive part of the beach should be guarded. Based on that policy determination (or direction that a range of options for coverage should be considered), the Commission should then authorize staff to negotiate with the City of Pompano Beach for these services, or direct staff to prepare an RFP for

lifeguard/ocean rescue services, so the Town can identify the full range of available providers for this option.

3) If the Commission wishes to move forward with the Code Enforcement/Beach Ambassador, authorize staff to begin the process with our code enforcement vendor to add additional contracted code enforcement personnel or if different coverage is authorized, to add the appropriate number of contracted staff to suit those needs.

4) Commission discretion as to any other options for analysis or action.

Recommendation: Staff is seeking Commission direction regarding next steps.

Exhibits:

1. 4-30-24 Beach Agenda Memo
2. Broward County Beach Incident Data
3. BSO Beach Safety Information Memo



Agenda Item No: 12.c.

Town Commission Agenda Item Report

Meeting Date: April 30, 2024
Submitted By: Ken Rubach, Deputy Town Manager/Public Works Director
Submitting Department: Administration
Item Type: Presentation
Agenda Section: OLD BUSINESS

Subject Title: Beach Safety Report

Explanation: After the tragic events that occurred earlier this year, the Commission directed staff to look into ways we could enhance the safety of guests on our beach. Staff have reached out to local beachfront communities within Broward County and across the state to gather data on their ocean rescue services, levels of beach coverage, and possible alternatives to the traditional ocean rescue patrols.

Below are the Town Beach statistics:

- The Town has approximately 2.5 miles (4,400 yds) of beachfront.
- The Town has 8 public beach access points on El Mar Drive between Palm Ave and Pine Ave.
- There are 3 additional beach access points located at Flamingo Ave, 6002 N. Ocean (Seawatch), 1700 S. Ocean (Cristelle).
- The farthest distance between public access points: Flamingo to Cristelle- 1.9 miles (3,344 yds).
- The distance from Pine Ave to Palm Ave: .91 Miles (1,602 yds).
- The distance from Pier to El Prado: .18 Miles (317 yds).

Lifeguard Information Local Beaches

Below is a table providing information regarding local beaches in our area within Broward County* and Palm Beach County. These tables reflect approximate beach lengths, hours of lifeguard operations, and number of lifeguard stations. For ease of comparison, the total number of guarded beaches per community has been combined and the number of stations includes those provided by municipal, county and state governments in the totals listed. The information provided is an approximation derived from public websites and budget documents.

Table 1 - Broward County

City	Amount of Beach Guarded	Number of Towers	Ratio Tower: Yard	Hours	Population
Deerfield Beach	1,760 yds	9	1:195	9:00 am – 5:00 pm	87,032
Pompano Beach	1,200 yds	8	1:150	9:00 am – 4:45 pm EST 9:00 am – 6:45 pm DST*	113,088
Fort Lauderdale	5,280 yards	20	1:264	9:45 am – 7:00 pm 9:15 am – 6:00 pm FALL	185,416
Hillsboro Beach	Not Guarded				1,959
Dania Beach	749 yds	5	1:150	9:00 am – 5:00 pm	31,658
Hollywood	7,920 yds	28	1:282	9:00 am – 5:00 pm EST 9:00 am – 6:00 pm DST	153,096
Hallandale Beach	1,443 yds	4	1:361	9:45 am – 5:00 pm EST 9:45 am – 6:00 pm DST	41,299

DST - Daylight Savings Time EST - Eastern Standard Time

Table 2- Palm Beach County

City	Amount of Beach Guarded	Number of Towers	Ratio Tower: Yard	Hours	Population
Boca Raton	3696 yds	21	1:173	9:00 AM - 5:00 PM EST 9:00 AM - 6:30 PM DST	99,222
Riviera Beach	545.6 yds	1	1:280	9:00 AM – 5:20 PM EST	38,546
Delray Beach	2288 yds	8	1:478	9:00 AM – 6:30 PM EST	67,407

Gulf Stream	200 yds	1	1:200	9:00 AM – 5:20 PM EST	953
Juno Beach	617 yds	2	1:308	9:00 AM – 5:20 PM EST	3,887
Palm Beach	1438 yds	4	1:359	9:00 AM – 5:20 PM EST	9,238
Ocean Ridge	664 yds	1	1:200	9:00 AM – 5:20 PM EST	1,836
Boynton Beach	327 yds	3	1:109	9:00 AM – 5:00 PM EST	81,474
Tequesta	200 yds	1	1:870	9:00 AM – 5:20 PM EST	6,104
North Palm Beach	Not Guarded				13,089
Lake Worth Beach	464 yds	3	1:255	Not Listed	43,183
Lantana	250 yds	1	1:250	9:00 AM – 5:00 PM EST	12,086
Palm Beach Shores	119 yds	1	Not Listed		1,328

*Palm Beach County addresses lifeguards differently than Broward County, with the County and State providing lifeguard stations on municipal beaches in several instances.

Costs

Some cities operate Ocean Rescue/Lifeguard operations from their Parks and Recreation Department budget, while others operate these services from their Public Safety Department budget or Fire Department budget, for example.

Based on information itemized in the budgetary expenditures of several municipalities in the South Florida area, the estimated budgetary range associated with Ocean Rescue/Lifeguard operations can range anywhere from approximately \$49,300 per 100 yards of guarded beach to \$228,900 per 100 yards of guarded beach. Presumably, the costs involved are heavily influenced by factors like the number of full-time, part-time, and/or on-call lifeguards, as well as leadership employed (part or full time) in Ocean Rescue/Lifeguard endeavors (i.e. employment of chiefs, captains, lieutenants, supervisors, officers etc.). Please note that these cost ranges set forth above are approximations for the purposes of providing an estimation. As an example the median cost based on this survey would be approximately \$139,100 per 100 yards of guarded beach. If the area from El Prado Park to the pier were guarded the estimated costs for yearly operations would be \$417,300. As mentioned previously, this should be used for estimation purposes only and is not a guarantee of what actual operational costs would be.

Overall, the primary cost associated with Ocean Rescue/Lifeguard operations can be attributed to personnel. Of the information and approximations obtained, personnel costs may account for anywhere from approximately 69% to nearly 87% of the annual budgeted amount for a municipality's Ocean Rescue/Lifeguard services.

Below is an estimation of salaries of lifeguards from beaches across the state, based on a salary survey obtained by staff. Please note these are estimated base salaries and do not include incentive pay for additional certifications such as being an EMT, or any additional costs associated with full-time employee benefits.

Jurisdiction	Postiton Title	Approximate Hourly Rate(s)
Boca Raton	Lifeguard- Full Time (FT)	\$19.35-\$33.30
Boca Raton	Lifeguard- Part Time (PT)	\$18.57-\$31.83
Dania Beach	Lifeguard- FT/PT/On-Call	\$22.41-\$34.77
Deerfield Beach	Lifeguard- FT/On-Call	\$22.25-\$35.60
Delray Beach	Lifeguard- FT/PT	\$18.65-\$33.55
Hallandale Beach	Lifeguard- FT	\$20.15-\$30.80
Hallandale Beach	Lifeguard- PT	\$20.15-\$25.15
Lantana	Senior Lifeguard	\$21.76-\$25.95
Lantana	Lifeguard I/II	\$17.50-\$21.35
Manatee County	Lifeguard/On-Call	\$18.70-\$28.67
Manatee County	Lifeguard I	\$18.69-\$25.99
Manatee County	Lifeguard II	\$20.45-\$28.65
Martin County	EMT/Lifeguard	\$20.37-\$33.38
Palm Beach County	Lifeguard- FT/PT	\$19.89-\$32.62
Pinellas County	Lifeguard/Senior Lifeguard	\$16.75+-\$17.75+
Sarasota County	Lifeguard	\$19.13-\$28.11
St. Lucie County	Lifeguard- FT/PT	\$19.51+

Other Cost Components

The next largest expense associated with lifeguard operations are the physical lifeguard towers themselves, which are not only costly but also not always readily available. They can

range greatly in price from \$80,000 for a simple white fiberglass unit (simple tower example – photo 1) to upwards of \$130,000 for decorative towers, like those seen in the City of Pompano Beach and the City of Miami Beach (examples - photos 2 and 3), depending on design. Please note that these price ranges are approximations and provided as a basis for a rough estimate of the Town's potential costs.

Simple Tower Example



(Photo 1)

Decorative Towers Example



(Photo 2)



(Photo 3)

Additional costs associated with a lifeguard tower would also include emergency equipment such as oxygen kits, first aid/medical kit, a backboard/c-collar bag, and a rescue board. In addition to these items, All Terrain Vehicles (ATVs) (single driver unit) / Utility Task Vehicles (UTVs) (side by side unit), trucks, and jet skis are other costs for consideration. Placement of

towers would be dependent on the availability of public land and potentially might require agreements with private property owners to provide adequate coverage.

Alternative to Ocean Rescue/Life Guards

There is at least one Florida city that utilizes a different approach to providing enforcement services on the beach by instead employing seven (7) Beach Specialists for its Beach Patrol unit, which is under the direction of the Police Department. These non-sworn personnel patrol 8 miles of beach with approximately 40 beach access points and act as Beach ambassadors to enforce City Ordinances. Should there be an incident that requires an emergency response, such as a medical emergency or drowning incident, they would contact the appropriate personnel (BSO or Pompano Fire/Rescue as applicable) to assist.

The cost per 100 yards of beach for this approach is estimated to be approximately \$6,500 based on Naples experience. Please note that this is an approximate estimation provided for the purposes of a sample rough estimate.

It is important to note that should the Town select a similar option for a code enforcement/beach ambassador type role, this would *not* provide assistance for in water emergencies/water rescue scenarios. In this option, the role would simply be to enforce beach policies on land.

Next Steps

Staff is requesting that the Commission provide direction on the next steps in the process of addressing the possibility of providing greater enforcement services on the beach. Below we have outlined several options for your consideration/discussion. The Commission may be interested in any combination of potential options or generating additional options. The following is by no means an all-inclusive list but should be seen as providing a framework to assist with your deliberations.

Options for Providing Greater Enforcement Services on the Beach

Option 1: Request Staff to work with the City of Pompano Beach to provide Ocean Rescue options as an amendment to the existing Fire Contract. (The fire rescue contract between the Town and the City of Pompano Beach included an option to add lifeguards at a later date under separate contract or as an amendment to the current contract).

Option 2: Request Staff to issue an RFP/RFQ to surrounding communities to see if they would provide Ocean Rescue services to the Town and to ascertain the costs associated with this endeavor.

Option 3: Request Staff to further investigate a Beach Patrol option as utilized by at least one other Florida municipality and to ascertain the costs associated with this endeavor.

Recommendation: Staff is requesting the Commission provide direction on the next steps.

Exhibits: None

Dania Beach

Year	First Aid	Medical
2020	116	18
2021	168	19
2022	131	16
2023	47	18
2024	28	10

Deerfield Beach

Year	Rescues	Medical	Man-O-War	Jellyfish	Sea Lice	Ambulance	Outside Duty Area Response
2021	120	369	1172	1117	0	108	53
2022	158	434	1654	1635	96	64	81
2023	114	364	1321	713	27	59	47
Year	Drowning	Lost Persons	Boat/PWC Intrusions	Police Calls/Arrests	PWC/IRB Deployed	Water Closures	
2021	0	93	399	160	21	61	
2022	0	86	295	131	95	42	
2023	0	49	734	163	68	73	

2024 – medical – 350 (estimated)

Water rescues – 117 (estimated)

Fort Lauderdale

Year	1 st Aid	Rescues	Lives Saved	Missing Person	PD Call	EMS Call	Med/Trauma
2020	6655	127	89	15	19	31	70

2021	9611	165	223	39	28	63	91
2022	12061	287	226	26	31	46	94
2023	11092	148	167	22	49	62	68

Hallandale Beach

Year	Minor Medical	Major Medical
2020	872	9
2021	3023	2
2022	5193	5
2023	3306	2

Hollywood

Year	Accident	Boat	Enforcement	Major Medical	Minor Medical	Missing Person	Rescues
2023	160	8	2758	132	3003	301	84

Pompano Beach

Year	Water Related Rescue
2020	0
2021	1
2022	0
2023	2
2023	1



INTERNAL MEMO

Date: May 29, 2024

To: Linda Connors, Town Manager
Town of Lauderdale by the Sea

From: Captain William Wesolowski
District Chief

Subject: BSO Beach Safety Patrol Information

WW24-007

Town Manager,

I was originally instructed to put together information regarding the Broward Sheriff's Office ability to conduct daytime beach patrols during the months constituting "tourism season". I was then asked to put together additional information in which the Broward Sheriff's Office would provide daytime beach safety patrols year-round. Please see the various options below for beach safety patrols along with their respective opportunities and challenges.

Beach Safety Patrols During Tourism Season:

The below numbers are based on a deputy overtime rate. Sergeants would be eligible to work at an increased cost per hour:

1 deputy working 9A to 5P: 8 hours X \$100.34 = \$802.72 per day.

There are 153 days between November 29, 2024, and April 30, 2025 (Season)

\$802.72 per day X 153 days = **\$122,816.16**

- Any proposal for BSO to handle beach safety would have to include new and or additional UTV's or ATV's. According to manufacturer's standards, the recommended service schedule for UTV's is every 100 hours or 1,000 miles. The elements that the units are exposed to will increase the wear and tear and additional units would have to be purchased to accommodate for service downtime. According to the Florida Sheriff's Office (FSA) collective purchasing program, the approximate cost of a Polaris Ranger 1000 is **\$17,000. This total does not include additional costs for emergency equipment (emergency lights, public**

announcement /PA, siren, striping and insignia). The units we currently utilize, are negatively affected by the salt air and everyday usage. During our Spring Break Operational Plan, we had to send multiple ATVs and UTVs to our Fleet Services Division for repairs, resulting in significant downtime for many of the units throughout the month of March. **Additional funding for fuel and maintenance would need to be amended as the costs are not included in the current or projected BSO budget for FY24/25.**

- Deputies only conduct patrols wearing full uniforms, to include firearms, less lethal (Taser, pepper spray, or ASP), gun belts, body armor, police radio, body worn camera and work shoes. These items are not conducive for open water rescues, and the deputy would have to secure these items for public safety prior to entering the water (e.g. in the care and control of another Deputy Sheriff).
- Deputies working 8 hours or more per shift are entitled to a meal break per the collective bargaining agreement, (30 minutes if working an 8-hour shift). That would mean another Deputy would need to be pulled off our normal patrol area to fill their spot during their break. Additionally, heat indexes have recently exceeded 100 degrees and deputies would need to take frequent water breaks to prevent dehydration and overheating.
- Deputies working their normal patrol shift or overtime, are subject to emergency calls for service and are mandated to respond either as the primary or backup deputy. This would cause them to potentially have to leave the beach to respond to those emergency / in progress calls. My concern is that if a Deputy must leave the beach to respond to an emergency / in progress call, the beach will be left unprotected.
- Any road patrol deputy or sergeant wishing to work beach safety overtime must be ATV/UTV certified to operate these assets. This requirement limits the number of deputies available to work the overtime, as many districts do not have these assets and therefore do not send their deputies to the certification class. Therefore, there is a limited pool of deputies qualified to operate the ATVs/UTVs.
- Filling an 8-hour day, 7 days a week, for 153 days, overtime beach safety position would be highly improbable (nearly impossible) due to the large amount of overtime positions currently available throughout the Broward Sheriff's Office and the very limited number of deputies certified to work the assignment. Although overtime can be mandated, it would have a significantly negative impact on personnel assigned to the district (19 deputies and 4 sergeants).

Year-Round Daytime Beach Safety Patrols:

*Much of the previously bulleted information continues to apply to this section.

To have the Broward Sheriff's Office continually patrol the entire length of the beach from the Pompano Beach border to the north to the Fort Lauderdale border to the south, **four additional full-time deputies would need to be added to the district compliment of 16 Road Patrol deputies.** Each of these four deputies would be assigned to both Bravo Shifts (6A to 6P). **A fourth patrol zone** constituting the entire beach area would need to be created to identify this geographic area of responsibility. Both requirements would entail opening the current contract for service between the Broward Sheriff's Office and the Town of Lauderdale by the Sea. The current contract would need to be re-negotiated and amended to include these personnel and town requirements. Opening the current contract for negotiations, negotiation time, approval time, and the actual hiring and training of four new deputies could take an unknown period of time (potentially months) to be implemented. The current five-year contract for service is set to expire on September 30th, 2026.

- As of March 2024, the estimated cost for a new deputy is \$191,480. Four new deputies would total an estimated **\$765,920**.
- There is no current position within the Broward Sheriff's Office identified as a beach safety deputy specially trained for water rescues and beach patrol functions simultaneously.
- Deputies do not receive specialized water rescue training and are only issued a personal flotation device with a 100-foot nylon rope attached. Except for the Dive Team and Marine Patrol Unit, no other deputies receive any type of water rescue training. Deputies assigned to this position would have to initially receive advanced water rescue training and continued refresher training as well as conditioning.
- There is no current specialized hybrid uniform that would allow for normal patrol as well as water rescue simultaneously.
- Based on the mentioned ATV/UTV wear and tear issues encountered during our one-month Spring Break Operational Plan, it is apparent that specially outfitted four-wheel drive marked pick-up trucks or similar full-size vehicles be utilized by the assigned beach safety deputies for patrol. These vehicles would be able to stand the rigors of daily beach patrol with less break downs than ATVs or UTVs. Marked pickup trucks are also equipped with lockable safes that can be utilized to secure firearms, gun belts, radios and other equipment worn by a deputy should a water rescue be needed. **The cost of these specially outfitted vehicles would be significantly more than a normal patrol vehicle.**
- A permanent safety lane would need to be installed to maintain a clear driving path for these larger vehicles to proceed. Temporary safety lanes are currently installed during the month of Spring Break as well as the week of July Fourth for both Fire Rescue and BSO beach patrols due to the larger than normal crowds. The safety lanes are currently formed by utilizing rented bright orange barrels. These safety lanes are certainly unattractive but serve an important function.
- Wildlife conservation. Full-size vehicle routes and safety lanes will be impacted during sea turtle nesting season. Full-size vehicles require a larger turning radius and have less driver visibility (aka blind spots) than ATVs/UTVs.
- It has been suggested that while deputies patrolled the beaches of Lauderdale by the Sea, they would also be able to enforce municipal ordinance violations they observe. Currently, municipal ordinance violations pertaining to dog walking, fishing, smoking, and alcohol usage are commonly observed by deputies. While deputies currently enforce these ordinances, it is normally addressed as an educational issue and voluntary compliance is requested of the offenders, and often obtained. It is only in a rare occasion that enforcement efforts to include citations or arrest are utilized. This type of enforcement is much more suited for Code Enforcement personnel.



Town Commission Agenda Item Report

Meeting Date: June 11, 2024

Submitted By: Ken Rubach, Deputy Town Manager/Public Works Director

Submitting Department: Administration

Item Type: Resolution

Agenda Section: NEW BUSINESS

Subject Title: Resolution 2024-21: A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, APPROVING AND AUTHORIZING AN AGREEMENT WITH DSS MANAGEMENT OF FLORIDA, LLC DBA EVOLVTEC FOR CAMERA SYSTEM UPGRADES; FINDING THAT THE AGREEMENT IS IN THE BEST INTERESTS OF THE TOWN AND EXEMPT FROM COMPETITIVE SOLICITATION PURSUANT TO SECTION IV.D OF THE TOWN PURCHASING MANUAL; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE AGREEMENT; PROVIDING FOR IMPLEMENTATION AND AN EFFECTIVE DATE.

Explanation: The Town's camera system is utilized by BSO to monitor and record various locations throughout the Town for the purpose of enhancing the safety of our residents and guests. The system, which is composed of hardware (cameras, antenna, recording devices) and software (means of operating the system, keeping the data/network secure, and reviewing the recordings) was installed in three phases, which began with the approval of the first phase in 2017, with initial locations that were selected through the final completion of phases II & III which expanded the footprint of the system to additional areas in Town. Phase III concluded expansion of the system in November 2020.

Phase	Date Approved	Date Completed	Purpose
Phase I	February 2018	July 2018	Initial Camera Installation (14 cameras)
Phase II	December 2018	Summer 2019	Expansion of system (36 cameras)
Phase III	December 2019	November 2020	Expansion of system (30 Cameras)

While the technology was considered to be one of the top wireless systems on the market when it was initially evaluated and installed, numerous cameras and antennas were beginning to fail as the system was being expanded to a larger footprint with more infrastructure associated with it. Unfortunately, the original vendor was unable to provide adequate support and resolution to these mounting issues. Given this situation, staff started searching for other vendors who would be able to dedicate more resources and have the ability to tackle what was becoming a monumental task. We reached out to our neighboring communities and the City of Oakland Park recommended Evolvtec.

The Town requested that Evolvtec evaluate the system and give us an overview of what needed to be done in order to get the system operating as originally intended. We were hopeful that this would be a relatively quick fix. They were able to bring several areas back online and replace some of the failing equipment. However, a significant number of issues were discovered.

To address these issues promptly, Evolvtec initiated a series of upgrades focusing on both the physical and technological enhancements:

- Firmware updates on all the equipment to the latest version. This is the software which operates all the various components.
- Outdated antennas and switches were replaced with newer more advanced technology, which significantly boosts network efficiency. This upgrade has enabled (43% of the system) to consistently transmit clear and reliable images, nearly doubling the operational capacity of the system. This allowed for the equipment to effectively communicate with each other and created a stable way for the system to consistently send and receive data.
- The new wireless connections now offer speeds up to ten times faster than previously, effectively resolving bandwidth saturation issues and enhancing the stability and reliability of video transmissions. This was needed because the previous system was overloaded due to the large amounts of video being transmitted and did not provide enough capacity to work as intended.

The new antenna, which is how the cameras communicate with each other and broadcast the video signal back for monitoring, was installed as a test on the Caribe in place of the former antenna system. The purpose of this was to address the connectivity between all the cameras that relied on this antenna installation. This new antenna has enabled approximately half of the system to once again be fully operational, meaning that the feed from the cameras is continuous and viewable by BSO for their monitoring purposes. Staff requested to rent the equipment after the demo period had expired, to ensure that the capital expense was justified and that this system would continue to perform. After an additional 90 days, I am confident that this technology is indeed effective and wish to move forward with the purchase.



The first rehabilitation phase of the system is to purchase the demo antenna system, already installed, for approximately \$59,000. Evolvtec has agreed to apply the three months of rental payments to the purchase price, bringing the cost down to \$50,000.00 for this phase if we choose to go forward. This amounts to nearly a 10% discount on the cost of the equipment, as compared to the cost of utilizing another vendor. While this was not budgeted for FY24, staff have identified funds available due to savings in other line items within the Public Works budget to cover the cost.

A budget line item for a comprehensive maintenance plan, considered phase II of the rehabilitation program, is included in the FY 25 draft budget, which will assist substantially in ensuring that the system is operating at peak efficiency while effectively addressing the long-term maintenance needs of the system. This second phase of the rehabilitation project would be secured through our traditional procurement methods of issuing a competitive RFP. In addition, a funding request has been proposed in the CIP to bring the rest of the system back to full operational capacity. This would be phase III of the rehabilitation project and would also utilize our traditional procurement methods of issuing a competitive RFP. Staff has also begun looking into other funding sources such as grants to help defray the costs of phase III.

Given the significant amount of work in rebuilding the system over the past year that has already been performed by Evolvtec, staff is requesting that the Commission waive purchasing requirements for this budget year's purchases as in the best interests of the Town due to this being a public safety issue, under Section IV.L. of the Town's Purchasing Manual. We estimate that utilizing the normal procurement process would take at least two months to issue and award an RFP, as well as additional time to purchase equipment and then have another vendor get acclimated to the system. During this time, we would lose the ability to access the camera infrastructure that has been brought back online and is currently operational. As noted above, we plan to competitively procure phases II and III of the

rehabilitation project in future budget years.

Recommendation: Approve Resolution 2024-21: Approving and Authorizing an Agreement with DSS Management of Florida, LLC DBA Evolvtec for camera system upgrades in the current fiscal year, and endorse the Administration's concept to competitively procure phases II and III of the rehabilitation project in future budget years. Those future decisions would only become final after those budgets are finalized and the Commission approves the related procurements.

Exhibits:

1. Resolution 2024-21 Evolvtec Equipment Purchase

1
2
3
4
5
6
7
8
9
0
1
2
3
4
5
6
7
8
9
0
1
2
3
4
5
6
7
8
9

3 A RESOLUTION OF THE TOWN COMMISSION OF THE
4 TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA,
5 APPROVING AND AUTHORIZING EXECUTION OF AN
6 AGREEMENT WITH DDS MANAGEMENT OF FLORIDA,
7 LLC FOR CAMERA SYSTEM UPGRADES; WAIVING THE
8 REQUIREMENTS FOR COMPETITIVE SOLICITATIONS
9 SET FORTH IN THE PURCHASING MANUAL;
0 PROVIDING FOR IMPLEMENTATION, CONFLICTS, AND
1 AN EFFECTIVE DATE.

3 **WHEREAS**, the Town of Lauderdale-By-The-Sea’s (“Town”) camera system that is used
4 to monitor and record various locations throughout the Town to enhance the safety of the Town’s
5 residents and guests is in need of significant upgrades; and

6 **WHEREAS**, the original vendor that installed the camera system is unable to perform the
7 work necessary to complete the upgrades to the Town's satisfaction; and

8 **WHEREAS**, the City of Oakland Park recommended DDS Management of Florida, LLC
9 d/b/a Evolvtec (“Evolvtec”) to the Town as a vendor that could address the immediate issues with
0 the Town’s failing system; and

1 **WHEREAS**, during Evolvtec’s work on the Town’s camera system, Evolvtec identified
2 several significant issues with the Town’s camera system that require significant upgrades; and

3 **WHEREAS,** Town Staff recommends executing an agreement (“Purchase Order”) with
4 Evolvtec for the services included in Evolvtec’s quote, attached as Exhibit “A,” for an amount not
5 to exceed \$58,026.51 to complete the necessary upgrades to the Town’s camera system, which
6 will include the Town’s standard terms and conditions; and

7 **WHEREAS**, pursuant to Section IV.D. of the Town's Purchasing Manual, the Town
8 Commission may waive the purchasing requirements when the Town Commission finds that it is
9 in the best interest of the Town to do so; and

1 **WHEREAS**, based on the foregoing, Town Staff requests that the Town Commission
2 waive the formal competitive solicitation requirements set forth in the Purchasing Manual with
3 regards to the execution of a Purchase Order with Evolvtec; and

4 **WHEREAS**, the Town Commission deems it to be in the best interests of the Town to
5 approve the Purchase Order with Evolvtec.

6 **NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE**
7 **TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA:**

8 **Section 1. Recitals.** Each “WHEREAS” clause set forth above is true and correct and
9 herein incorporated by this reference.

10 **Section 2. Competitive Solicitation Exempt.** The Town Commission finds the
11 agreement between the Town and Evolvtec for camera systems upgrades is in the best interests of
12 the Town and exempt from competitive solicitation, pursuant to Section IV.D. of the Town
13 Purchasing Manual, which exempts contracts for professional services.

14 **Section 3. Purchase Order Approval.** A Purchase Order for the services for an
15 amount not to exceed \$58,026.51 as described in the attached Exhibit “A,” is hereby approved.

16 **Section 4. Authorization to Execute and Make Changes.** The Town Manager is
17 authorized to execute a Purchase Order together with all changes that are acceptable to the Town
18 Manager and Town Attorney.

19 **Section 5. Conflict.** All resolutions or parts of resolutions in conflict herewith are
20 hereby repealed to the extent of such conflict.

21 **Section 6. Severability.** If any clause, section or other part of this Resolution shall be
22 held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional

1 or invalid part shall be considered as eliminated and in no way affecting the validity of the other
2 provisions of this Resolution.

3 **Section 7. Implementation.** The appropriate Town officials are authorized to execute
4 all necessary documents and to take any necessary action to effectuate the intent of this Resolution.

5 **Section 8. Effective Date.** This Resolution shall become effective immediately upon
6 its passage.

7 **PASSED AND ADOPTED** this _____ day of June 2024.

8
9
10 _____
11 Mayor Edmund Malkoon

12 Attest:

13
14
15
16 _____
17 Katrina Adler, Town Clerk

18
19 (CORPORATE SEAL)

20
21
22 APPROVED AS TO FORM:

23
24
25 _____
26 Susan L. Trevarthen, Town Attorney



Quote

Quote Number: 99

Payment Terms: Due upon receipt
Expiration Date: 05/31/2024

Quote Prepared For

Ken Rubach
Lauderdale-By-The-Sea
4501 N Ocean Drive
Lauderdale-By-The-Sea, FL 33308
United States
Phone:(954) 640-4200
ken@lauderdalebythesea-fl.gov

Quote Prepared By

Elisabeth Havlicek
DSS Management of Florida LLC, DBA Evolvtec
1900 NW 32nd Street, Ste A
Pompano Beach, FL 33064
United States
Phone:954-587-5521
Fax:
Elisabeth.Havlicek@evolytec.com

Item#	Quantity	Item	Unit Price	Adjusted Unit Price	Extended Price
One-Time Items					
1)	1	Tarana Base 35-0134-001 Tarana Base (35-0134-001) 5.8 GHz Base Node (BN), FCC	\$15,678.66	\$15,678.66	\$15,678.66
2)	1	Tarana Base Mount Acc Tarana Base Mount Accessories	\$570.83	\$570.83	\$570.83
3)	10	Tarana Subscriber 35-0128-001 Tarana 5.8 GHz Residential Node (RN), FCC 35-0128-001	\$763.93	\$763.93	\$7,639.30
4)	10	Tarana Subscriber Mount Acc Tarana Subscriber Mount Accessories	\$122.84	\$122.84	\$1,228.40
5)	10	Metal Band Clamp Metal band clamp STEELSOFT Stainless Steel Band Clamp System, DIY, Large Hose Clamp 2.5"-190" Diameter, 50 FT Strap + 12 Fasteners, Metal Strapping, Muffler Heat Shield Wrap Strap Clamps, Pole Mount Secure	\$42.48	\$42.48	\$424.80
6)	1	Cat6 Cable UTB Cat6 1000ft	\$129.80	\$129.80	\$129.80
7)	1	Cat6 Connector Cat6 connector RJ45 100pieces	\$97.44	\$97.44	\$97.44
8)	2	Flexible Conduit Neorex Liquid-Tight Conduit and Connector Kit 1/2inch 150ft, Flexible Non Metallic Liquid Tight Electrical Conduit UL Certification	\$106.20	\$106.20	\$212.40
9)	1	Tie Wraps Various Tie Wraps	\$18.88	\$18.88	\$18.88
10)	10	Silicon Silicon	\$9.44	\$9.44	\$94.40
11)	10	Separator Clamps Separator clamps AN Black Hose Aluminum Clamp-AN6 Hose Separator	\$14.16	\$14.16	\$141.60

Interest Charges on Past Due Accounts and Collection Costs Overdue amounts shall be subject to a monthly finance charge. In addition, customer shall reimburse all costs and expenses for attorney's fees incurred in collecting any amounts past due. Additional training or Professional Services can be provided at our standard rates.

Item#	Quantity	Item	Unit Price	Adjusted Unit Price	Extended Price
		Fuel line Mounting Clamps Aluminum Hose Fitting Adapter Great for 3/8 Fuel Hose			
12)	2	Extender Arm Extender Arm I/L type 10Ft/2.5"	\$295.00	\$295.00	\$590.00
13)	1	Miscellaneous Miscellaneous	\$1,200.00	\$1,200.00	\$1,200.00
14)	200	Labor Labor	\$150.00	\$150.00	\$30,000.00
				One-Time Total	\$58,026.51
				Subtotal	\$58,026.51
				Total Taxes	\$0.00
				Total	\$58,026.51

Authorizing Signature _____

Date _____

Interest Charges on Past Due Accounts and Collection Costs Overdue amounts shall be subject to a monthly finance charge. In addition, customer shall reimburse all costs and expenses for attorney's fees incurred in collecting any amounts past due. Additional training or Professional Services can be provided at our standard rates.



Agenda Item No: 13.b.

Town Commission Agenda Item Report

Meeting Date: June 11, 2024

Submitted By: Ken Rubach, Deputy Town Manager/Public Works Director

Submitting Department: Administration

Item Type: Resolution

Agenda Section: NEW BUSINESS

Subject Title: Resolution 2024-22: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, ADOPTING THE AMENDED SCHEDULE OF PARKING FEES AND METER RATES; PROVIDING FOR CONFLICTS AND FOR AN EFFECTIVE DATE.

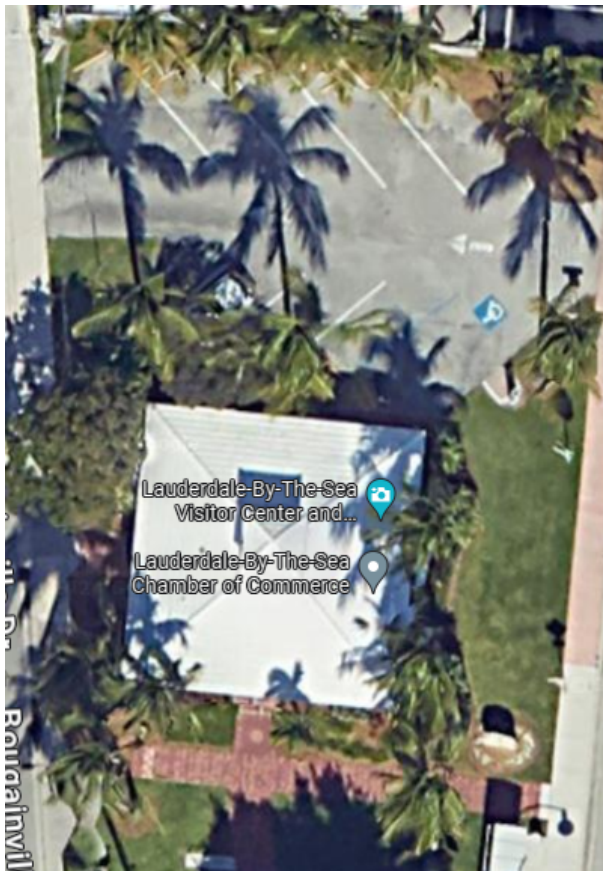
Explanation: Per Commission direction provided to staff at the May 28th, 2024 Commission Meeting. This resolution establishes the ability for 8 spaces at the Visitor Center to be used for overnight parking with hours to coincide with when the Visitor Center is closed. The hours parking will be permitted are as follows:

Monday-Friday 5PM-9AM

Saturday: After 1PM

Sunday: All Day

Staff is recommending that the rate for this permit mirror the overnight permit fee for the A1A Lot which is \$112.35 per month including tax given the limited number of spaces and additional hour of parking time in the morning, versus the Bougainvillea South permit fee, which is \$90.95 per month including tax. This permit, if approved, would be effective beginning June 17, 2024. See line 13 and footnote 10 added to the table of rates adopted by the Resolution.



Recommendation: Approve Resolution 2024-22 adopting the amended schedule of parking fees and meter rates.

Exhibits:

1. Resolution 2024-22 Adopting Amended Schedule of Parking Fees and Meter Rates

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15
- 16
- 17
- 18
- 19
- 20
- 21
- 22
- 23
- 24
- 25
- 26
- 27
- 28

**A RESOLUTION OF THE TOWN COMMISSION OF
THE TOWN OF LAUDERDALE-BY-THE-SEA,
FLORIDA, ADOPTING THE AMENDED SCHEDULE
OF PARKING FEES AND METER RATES;
PROVIDING FOR CONFLICTS AND FOR AN
EFFECTIVE DATE.**

WHEREAS, Sections 19-26 and 19-28 of the Town Code provide that the parking fees and meter rates in the Town will be set by resolution of the Town Commission; and

WHEREAS, Section 19-26(e) of the Town Code provides that the Town Commission may, by resolution, establish additional parking permit programs as necessary to address the parking needs of the Town; and

WHEREAS, on August 11, 2015, the Town Commission adopted Resolution No. 2015-30, approving a schedule of parking fees and meter rates, based on the recommendations of Desman & Associates, as provided in their parking study final report; and

WHEREAS, on December 15, 2019, the Town Commission adopted Resolution No. 2019-43, adopting an amended schedule of parking fees and meter rates; and

WHEREAS, on September 28, 2021, the Town Commission adopted Resolution No. 2021-56, approving an amended schedule of parking fees and meter rates effective January 1, 2022; and

WHEREAS, on January 24, 2023, the Town Commission adopted Resolution No. 2023-04, approving an amended schedule of parking fees and meter rates effective March 1, 2023; and

WHEREAS, in order to address the parking needs of the Town, staff recommends the creation of a Visitor Center Permit for residents and to allow overnight parking within

the Visitor Center parking lot, as set forth in the amended schedule of parking fees and meter rates, attached as Exhibit “A” (the “Amended Fee Schedule”); and

WHEREAS, the Town Commission finds the adoption of the Amended Fee Schedule is in the best interest of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA:

SECTION 1. Recitals. Each “WHEREAS” clause set forth above is true and correct and incorporated herein by this reference.

SECTION 2. Fees. The Amended Fee Schedule, attached as Exhibit “A,” is hereby approved. The Amended Fee Schedule shall become effective June 17, 2024.

SECTION 3. Conflict. All resolutions or parts of resolutions in conflict with this resolution are hereby repealed to the extent of such conflict.

SECTION 4. Effective Date. This Resolution shall become effective upon passage and adoption.

PASSED AND ADOPTED this 11th day of June 2024.

Mayor Edmund Malkoon

Attest:

Katrina Adler, Town Clerk
(CORPORATE SEAL)

APPROVED AS TO FORM:

Susan L. Trevarthen, Town Attorney

Town of Lauderdale-By-The-Sea
Parking Rates Effective June 17, 2024

Line No.	Permit ⁽¹⁾	June 17, 2024	
		Annual	Monthly
1	A1A Parking Lot Government Permit ⁽²⁾		\$105
2	A1A Parking Lot Permit		
3	Bougainvilla (south) Overnight Parking Permit ⁽³⁾		\$85
4	Employee Permit		\$27
5	Event Pre-Paid Permit ⁽⁴⁾		
6	Hardship Permit	\$324	
7	Hardship Visitor Permit (24 hours)	\$38.00 per permit	
8	Reserved Parking Space Permit ⁽⁵⁾		
9	Resident Permit ⁽⁶⁾ (CORRECTED)	\$60.00	
10	Residential Permit - senior ⁽⁶⁾	\$50.00	
11	Government Official Permit ⁽²⁾	\$0.00	
12	Valet Parking Permit ⁽⁸⁾		
	Application Fee	\$100	
	Permit Renewal	\$100	
	Permit Revision	\$50	
13	Visitor Center Overnight Parking Permit ⁽¹⁰⁾		\$105
Meter Rates ⁽¹⁾		June 17, 2024	
		Hourly	Daily
10	Beach District	\$3.50	
11	Bougainvilla Drive	\$3.50	
12	Poinciana Blvd.	\$3.50	
13	Commercial Blvd Business District	\$1.25	
14	West Tradewinds Ave.	\$1.25	
15	Friedt Park	\$3.50	
16	A1A Lot	\$3.50	\$21.00
17	South Ocean (4312) Lot	\$3.50	\$21.00
18	El Mar Lot	\$3.50	
19	El Prado Lot	\$3.50	
20	Town Hall Lot (weekend and event parking)(7)	\$3.50	
21	Special Events		\$21.00
Policy & Procedures			
(1) <u>Sales Tax:</u> Sales Tax on permits shall be in addition to the permit fee. In off-street parking areas that use Pay Stations, the sales tax shall be in addition to the hourly meter rate. For single space meters, the sales tax shall be included in the hourly fee charged.			
(2) <u>Government Permits:</u> Town Manager is authorized to provide parking permits to governmental agencies without charge for the use of the A1A Parking Lot for periods not to exceed 24 hours and annual permits for the district County Commissioner, and Federal and State Represenatives, and Senators.			
(3) <u>Bougainvilla Permit:</u> This permit is available to those residing in Town and allows overnight parking in the 22 parking spaces on South Bougainvilla with locations, days, and hours to be determined by the Town Manager based on availability, location and lot usage.			
(4) <u>Pre-Paid Permit:</u> This permit may be approved by the Town Manager for activities such as special events, private events and similar activities. If approved, a pre-paid parking permit shall be specific to the location, time and date. The applicant shall pay the meter rate for the hours the meter is reserved when the meter would otherwise be used by the public.			
(5) <u>Temporary Business Permit:</u> This permit may be approved by the Town Manager upon a showing that the reservation of a specific parking space(s) for a short period of time would reduce the inconvenience to the public and decrease the time necessary for a business to conduct a business activity. The applicant shall pay the meter rate for the hours the meter is reserved when the meter would otherwise be used by the public.			
(6) <u>Resident and Senior Permit Discounts:</u> Effective July 1st of each year, Resident Permits and Senior Resident Permits shall be discounted 40%.			
(7) <u>Waiver of Parking Requirements:</u> Town Manager is authorized to waive parking requirements for Town events or civic organizations meeting at Town Hall or Jarvis Hall or to waive parking requirements or authorize parking on El Mar for people attending Town sponsored events.			
(8) <u>Valet Parking Operations:</u> Valet parking operations may be approved through the special event applicaton process and no Valet Parking Permit Application is required.			
(9) <u>Special Events:</u> A flat rate may be instituted for special events with approval of the Town Manager for specific lots, meters, or other designated parking areas as deemed necessary for the event.			
10 <u>Visitor Center Permit:</u> This permit is available to those residing in Town and allows overnight parking in the 8 parking spaces within the Visitor Center Lot with locations, days, and hours to be determined by the Town Manager based on availability, location and lot usage.			