



TOWN OF LAUDERDALE-BY-THE-SEA
TOWN COMMISSION
Jarvis Hall
4505 N. Ocean Drive
Tuesday, June 10, 2025
6:30 PM

1. CALL TO ORDER, MAYOR EDMUND MALKOON

Mayor Edmund Malkoon called the meeting to order at 6:34 p.m. Also present were Vice Mayor Randy Strauss, Commissioner Richard DeNapoli, Commissioner John A. Graziano, Commissioner Theo Pouloupoulos, Town Manager Linda Connors, Deputy Town Manager/Public Works Director Ken Rubach, Town Attorney Susan L. Trevarthen, Director of Budget and Finance Lucila Lang, Assistant Director of Budget and Finance Edner St. Jean, Development Services Director Jhanelle Campbell, Assistant to the Town Manager Courtney Easley, 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. IPW Conference 2026

Anthony Cordo, representing Visit Lauderdale, explained that this organization markets Fort Lauderdale and all of Broward County to tourists and convention visitors. He emphasized the role of Lauderdale-By-The-Sea in attracting tourism to the area.

The IPW conference (formerly International Pow Wow), which is the largest travel conference in North America, is scheduled to take place in Broward County in May 2026. It will attract 6,000 attendees, of whom approximately 2,000 are travel writers. This will market the South Florida community around the world. The attendees will

Lauderdale-By-The-Sea
Regular Town Commission Meeting
June 10, 2025

remain within the community for several days. The end result will be stories written about Broward communities throughout major newspapers, shows, and social media.

IPW programming will include events on the Fort Lauderdale Beach as well as additional events to highlight different cultures of the South Florida community. The closing event will take place in the plaza of the new Broward County Convention Center and will feature content from Broward municipalities. Mr. Cordo encouraged Lauderdale-By-The-Sea to participate in this event in a way that showcases the Town.

Mayor Malkoon asked if there will be opportunities for organized tours of the different areas of Broward County. Mr. Cordo replied that there will be themed tours before and after the event's opening night and Lauderdale-By-The-Sea will be featured in at least one of these tours. Town Staff may also have opportunities to set up additional tours with IPW guests.

Commissioner Pouloupoulos suggested that guests could be brought to the Town's Friday Night Music events as a means of showcasing the Town. Mr. Cordo confirmed that there will be two open nights for attendees.

At this time Mayor Malkoon opened public comment on the presentation.

Howard Goldberg, chairman of the Chamber of Commerce, stated that the Chamber hopes to work with the Town to promote a successful event to benefit businesses and residents alike. He emphasized the impact of bringing IPW attendees to experience Lauderdale-By-The-Sea, and hoped to begin this partnership as soon as possible.

Commissioner Graziano addressed the proposal for featuring a music event, pointing out that the IPW attendees' free evenings are not expected to include a weekend night.

Peggy Mohler, resident and business manager, agreed with Commissioner Pouloupoulos's suggestion of scheduling a music event.

Ina Marjakangas, resident and business owner, advised that most international guests visit Lauderdale-By-The-Sea during the summer, and that the IPW represents an opportunity to reach an international audience.

Christine Ferris, resident and business owner, stated that she provides food tours including locations in Lauderdale-By-The-Sea. She felt the IPW conference is a strong

Lauderdale-By-The-Sea
Regular Town Commission Meeting
June 10, 2025

opportunity for the Town during the off-season and hoped to participate in events for those guests.

Ann Marchetti, resident, suggested that the Commission consider establishing a committee to determine what will best serve the Town, its businesses, and its community groups.

Events and Marketing Manager Katie Anderson pointed out that the IPW conference will have an impact on the Town not only during the conference itself, but for future tourism as well. She has worked with the Visit Lauderdale team to help determine where the Town can have the greatest impact on the conference, and proposed bringing forward ideas once there is a clearer understanding of what the event will include.

Commissioner Graziano requested clarification of the relationship between the IPW and local tourism entities including the International Association of Travel Agents (IATA). Mr. Cordo emphasized the IPW's relationships with tour agents and operatives, stating that the event will seek to attract IATA participation.

A question was asked regarding what other municipalities are planning for the IPW. Mr. Cordo replied that no communities have established concrete plans at this time.

6. PUBLIC COMMENTS

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

7. PUBLIC SAFETY DISCUSSION

None.

8. TOWN MANAGER REPORT

a. Town Manager Report

Development Services Director Jhanelle Campbell requested direction regarding the formalization of condominium association approvals for condominium renovation permits. At present, the Building Department's policy recommends that when a unit owner is doing work on a condominium unit, they must obtain this approval; however, this is not a requirement. As times have changed and renovations have become more

Lauderdale-By-The-Sea
Regular Town Commission Meeting
June 10, 2025

complex, Staff feels it is important for owners to secure approval from their condominium associations. She asked for direction on whether or not the Commission would like to see this requirement codified.

Vice Mayor Strauss commented that it can be difficult to encourage condominium associations to police themselves and ensure that the individuals providing renovations are licensed contractors. He concluded that he was in favor of requiring condominium association approval.

Commissioner Pouloupoulos observed that most condominium associations include a requirement for approval in their by-laws, and asked if it will be incumbent upon the Town to enforce it or if each individual condominium association will address approval. Development Services Director Campbell characterized the requirement of association approval as an acknowledgement of the work that will be done in the condominium. Staff would add detail to the proposed policy and prepare an Ordinance, as well as any forms that may be required, and bring it back to the Commission. The associations would not be asked to review or approve specific plans as part of the Town's process.

Development Services Director Campbell also requested that the Commission consider a fee adjustment and Ordinance update for construction timeline extensions. Section 6-12 of Town Code establishes an 18-month time frame for the completion of new construction projects; however, there are several extensive renovation projects within the Town which have exceeded this time frame. Staff recommends an amendment of the appropriate Ordinance to include substantial renovation projects that involve major structural, electrical, or mechanical work which are comparable in scope and impact to new construction.

Code also allows for a one-time construction extension request with a \$500 fee. Because these extensions include a great deal of Staff time for review, Staff requests an increase of the extension application fee to \$750. Development Services Director Campbell advised that she would review other local municipalities' fees and bring back information based on these comparisons.

Commissioner DeNapoli requested clarification of which projects would be affected. Development Services Director Campbell explained that the new fee would apply to substantial renovation projects. She offered the example of a renovation that might fall short of demolishing the property but may tear it down to only the walls and slab.

Lauderdale-By-The-Sea
Regular Town Commission Meeting
June 10, 2025

Town Manager Linda Connors added that if the Commission wishes to move forward with the proposed changes, Staff would take a close look at the options and potential criteria for substantial renovation.

Commissioner DeNapoli commented that residents undertaking substantial renovations may be at the mercy of contractors who can contribute to delays, and noted that the cost of permit fees may already reach a significant level. He recommended caution in considering additional fees for delays which may not be the fault of residents.

Development Services Director Campbell further clarified the construction extension process, explaining that Code currently includes an 18-month time limit in which new construction must be completed. Before this timeline expires, Town Staff contacts the property owner to advise them that they may request a one-time extension of up to one year. The application goes through multiple levels of review and a report is prepared and sent to both the Town Attorney and the Special Magistrate. The proposed \$750 fee would not recoup all Staff time. She emphasized again that the fee would apply only to substantial renovation.

Commissioner DeNapoli asked if substantial renovations must currently go before the Special Magistrate to secure extensions. Development Services Director Campbell confirmed that they do not at present. Commissioner DeNapoli reiterated his concern with the addition of another level of approval to an already lengthy process.

Commissioner Pouloupoulos asked if existing extension times are based on the scope of the project or other details. Development Services Director Campbell replied that owners are allowed a one-time extension of up to 12 months for new construction. The proposed extension for substantial renovation would mirror this process, including an appearance before the Special Magistrate for approval. If work is not completed within the specified timeline, a daily fine would accrue.

Commissioner Pouloupoulos also requested additional clarification of what would constitute substantial renovation. Development Services Director Campbell stated that her intent was to address renovations that approach demolition, such as taking a house down to its frame. She added that she would work with the Building Official to establish appropriate criteria.

Town Manager Connors recalled that the Ordinance in question was originally passed with the intent of ensuring that neighbors are not subject to construction on their streets for an excessive amount of time. She offered the example of a house that has

Lauderdale-By-The-Sea
Regular Town Commission Meeting
June 10, 2025

undergone substantial renovation for approximately three years, which has subjected other property owners on the street to ongoing commercial traffic, blocking of the roadway, and other effects related to construction. The purpose is not to be punitive to property owners who are renovating their properties, but to protect other existing property owners.

Vice Mayor Strauss also addressed the standpoint of neighbors who are subjected to ongoing construction for an extensive period of time. He felt the proposed changes would create a mechanism to ensure that progress is made on properties under substantial renovation, pointing out that ongoing construction affects neighboring property values as well as peace and quiet.

Vice Mayor Strauss added that the addition of a process for substantial renovation would also provide the Commission with the opportunity to place a lien on a non-compliant property and to mitigate that lien as necessary.

Mayor Malkoon clarified that the request is twofold: it would ask the Commission to amend the Ordinance to include substantial renovation with an 18-month timeline and to raise the application fee for construction extensions from \$500 to \$750.

Commissioner DeNapoli noted that there is already a mechanism for creation of a lien if a permit has expired, as well as for other Code violations. He reiterated that the proposed changes would add another level of governmental fees and expand the reach of the Special Magistrate process to include substantial renovations. He was not certain that adding this fine would serve to speed the renovation process.

Vice Mayor Strauss requested clarification of whether there are other mechanisms to encourage the timely completion of renovation, suggesting there may be a way to place this responsibility on the contractor rather than the homeowner. Town Manager Connors replied that it is very difficult to seek redress from a contractor, as fines are tied to properties.

Town Manager Connors also pointed out that permits expire after six months of inactivity; however, if property owners seek inspections for completed aspects of work, that can renew the permits. The intent is not to add another layer of fines or bureaucracy, but to protect nearby property owners from extremely lengthy unfinished projects that are not being completed.

Lauderdale-By-The-Sea
Regular Town Commission Meeting
June 10, 2025

Vice Mayor Strauss characterized the proposed change as filling in gaps in existing Code.

Town Manager Connors concluded that if the Commission provides consensus to proceed, Staff will bring back recommendations for additional discussion.

Commissioner Graziano agreed with the Vice Mayor's comments, but recommended that some opportunities for mitigation be voided.

There was Commission consensus for Staff to bring their recommendations back to the Commission, including recommendations for a requirement for condominium association approval.

Town Manager Connors addressed overnight parking, which is currently regulated by Resolution and Ordinance. The Town currently allows the purchase of overnight parking in the A1A and Visitor Center parking lots. There are no restrictions on the use of this overnight parking, which has led to an issue with a permit holder who regularly sleeps in their car.

Town Manager Connors advised that the Town has no regulations against sleeping in vehicles. She suggested that Staff bring back proposed regulations addressing sleeping in cars, and that they review current regulations for overnight parking in greater detail.

Mayor Malkoon noted that there is no residency requirement for holders of overnight parking passes. The passes are renewed each month. He concluded that he was in favor of bringing back regulations with the intent of tightening them, and that the Commission may be able to provide the Town Manager with additional authority related to the renewal of permits.

Town Manager Connors also asked if the Commission wished to move forward with an Ordinance prohibiting smoking on the patio outside Jarvis Hall, pointing out that exercise classes are held at that location. There was consensus to bring back proposed language prohibiting smoking in the patio area.

Town Manager Connors noted that the tennis courts at Friedt Park are currently under construction, although there have been weather delays. Poles, fences, and wind screens will be repainted by the end of the month, weather permitting.

Lauderdale-By-The-Sea
Regular Town Commission Meeting
June 10, 2025

The Town's upcoming 4th of July celebration will be held on Friday, July 4, 2025, and will include a parade. Individuals or groups who wish to participate in the parade are encouraged to fill out the parade form on the DiscoverLBTS website. Sponsors are also encouraged to reach out to Events and Marketing Manager Anderson.

Broward Sheriff's Office (BSO) Lieutenant Christopher Sutter provided information on a grant program available to Town residents which would cover costs for Ring cameras. The Area Agency on Aging (AAA) offers a Ring community program available to Broward County residents who are 60 years old or older and have Wi-Fi connections and computer/internet-accessible devices, but do not currently own Ring cameras. Individuals who participate in a survey on the AAA website are placed on a waiting list for the program, which provides free Ring doorbell cameras for individuals who meet the criteria.

The program provides for livestreaming; the addition of a recording feature would cost \$3/month for one camera. The camera is battery-operated and requires minimal installation. Batteries will require recharging on approximately a monthly basis.

Town Manager Connors congratulated Captain Bill Wesolowski on his upcoming retirement in August 2025, and thanked him for his longtime service to Lauderdale-By-The-Sea.

b. Development Services Report

Development Services Director Campbell reported that between January and April 2025, 14 new businesses opened in the Town and 10 new business tax receipt applications were received. Several development applications are currently under review.

The Code Compliance Department investigated 196 new incidents and completed 309 inspections, including cases with active violations as well as registered short-term and vacation rental units. Feedback from the community has been positive.

Development Services Director Campbell continued that she and Assistant Development Services Director Terry-Ann Boyd have been working to implement the Town's new vacation rental software. They have partnered with the software company to ensure that proper information and documentation are used and all of the Town's rules work well within the software framework. She estimated that the software will go live within approximately one week.

Lauderdale-By-The-Sea
Regular Town Commission Meeting
June 10, 2025

Over the last four months, the Building Department has received 424 building permit applications, issued 374 permits, and collected \$458,024.19 in funds. Properties with job costs of over \$100,000 are listed in the Commissioners' backup materials.

The Building Safety Inspection Report is a requirement implemented following the 2021 collapse of a condominium building in Surfside, Florida. Each year, Broward County provides the Town with a list of properties which require review. The Town sends letters of notice to these buildings, which are required to complete inspections within a certain time frame. If that time period expires, the Town issues a courtesy notice to the property to keep them under the purview of the Special Magistrate and incentivize completion of the Building Safety Inspection Report.

The list recently supplied to the Town includes seven properties within Lauderdale-By-The-Sea, including cases currently before the Special Magistrate. Most of these properties are compliant, although one property was initially unresponsive and a lien was placed on it. The property is under renovation and nearing completion, and the report is expected to be completed once renovations are complete. The building is currently vacant.

c. Visitor Center Quarterly Report

Assistant to the Town Manager Courtney Easley provided the quarterly Visitor Center Report, noting that Water Taxi service is now up and running in the Town. The next report will include information on sales. Residents and visitors may now purchase Water Taxi tickets at the Visitor Center and Town Hall, and Staff will continue to reach out to businesses and hotels to provide information on how they can secure a Water Taxi sales code.

Because the off-season is underway, the Visitor Center is closed on Wednesdays.

Assistant to the Town Manager Easley thanked Visitor Center Staff and volunteers for their assistance at the 2024-2025 Farmers Market, as well as during last week's Dive Into Summer event.

9. TOWN ATTORNEY REPORT

Lauderdale-By-The-Sea
Regular Town Commission Meeting
June 10, 2025

Town Attorney Susan Trevarthen advised that two bills addressed during previous Town Attorney Reports have not yet been transmitted to the Governor's Office for his signature. She will continue to track their progress.

10. APPROVAL OF MINUTES

a. Approval of Minutes for May 13, 2025 Regular Commission Meeting

Commissioner DeNapoli noted a correction to p.7 of the May 13, 2025 Regular Commission Meeting minutes, suggesting that the conclusion of the Commissioners' discussion on Agenda Items be clarified as follows: It was decided that a Commissioner could place an item on an upcoming agenda which would simply require an "up-or-down" vote for passage rather than consensus followed by another vote.

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

11. CONSENT AGENDA

None.

12. OLD BUSINESS

None.

13. NEW BUSINESS

None.

14. COMMISSIONER PRESENTATIONS

None.

15. COMMISSIONER COMMENTS

Commissioner DeNapoli thanked Captain Wesolowski for his service to the Town, and congratulated him on his upcoming retirement. He expressed confidence in Lieutenant Sutter.

Lauderdale-By-The-Sea
Regular Town Commission Meeting
June 10, 2025

Commissioner Graziano advised that he has sent a letter to the Rules Committee of the National Oceanic and Atmospheric Administration (NOAA) in opposition to the possibility of offshore drilling. He clarified that the letter was transmitted in a personal rather than an official Town capacity.

Commissioner Graziano continued that he would like to participate further in the selection of the Town's new auditor, which will be addressed under Agenda Item 18. He concluded by thanking Rabbi Bentzion Singer and Pauline Brooks McGuinness, who regularly provide Invocations at Town Commission meetings.

Commissioner Pouloupoulos wished all present a safe summer, and looked forward to the upcoming budget season.

Vice Mayor Strauss advised that the Dive Into Summer event was a great success.

Mayor Malkoon recalled that four of the Commissioners attended the recent Broward League of Cities Gala along with representatives of other Broward municipalities. He concluded by reporting positive health results, and emphasized that modern treatments can successfully detect and combat cancer.

16. ORDINANCES 1ST READING

None.

17. ORDINANCES 2ND READING

None.

18. RESOLUTIONS – PUBLIC COMMENTS

- a. Resolution 2025-26: A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, ESTABLISHING AN AUDITOR SELECTION COMMITTEE TO ASSIST THE TOWN COMMISSION IN SELECTING AN AUDITOR TO CONDUCT THE ANNUAL FINANCIAL AUDIT; APPOINTING COMMITTEE MEMBERS; PROVIDING FOR DISSOLUTION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Lauderdale-By-The-Sea
Regular Town Commission Meeting
June 10, 2025

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

Director of Budget and Finance Lucila Lang stated that the Town's contract with auditor Grau & Associates expires on July 31, 2025. The Resolution provides for the establishment of an Auditor Selection Committee consisting of at least three members, one of whom must be a member of the Commission. Staff suggests the consideration of a member or members of the Audit Committee, which was established in April 2024, although this is not a requirement.

Commissioner DeNapoli made a motion to approve the Resolution, including the members of the Audit Committee.

Commissioner DeNapoli clarified that his intent was to appoint all four members of the Audit Committee to the Audit Selection Committee if they are interested in appointment.

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

Vice Mayor Strauss made a motion to appoint Commissioner DeNapoli to the Auditor Selection Committee.

Commissioner Pouloupoulos stated that he would like to nominate Commissioner Graziano to serve on the Auditor Selection Committee, as he had expressed interest in this role during Commissioner Comments. Commissioner Graziano confirmed that he was willing to serve on the Committee, as he is familiar with audit procedures and review.

Vice Mayor Strauss withdrew his motion.

Commissioner Pouloupoulos made a motion, seconded by Commissioner DeNapoli, to appoint Commissioner Graziano to the Auditor Selection Committee. Motion carried 5-0.

19. QUASI JUDICIAL PUBLIC HEARINGS

None.

20. ADJOURNMENT

Lauderdale-By-The-Sea
Regular Town Commission Meeting
June 10, 2025

With no other business to come before the Commission at this time, the meeting was adjourned at 8:00 p.m.

Edmund Malkoon

Mayor Edmund Malkoon

ATTEST:

Katrina Adler

Katrina Adler, Town Clerk

7/9/2025 | 4:25 PM EDT

Date