Town Commission

Pursuant to Executive Order 20-69 issued by the Governor and the Town Local Declaration of Public Emergency, a VIRTUAL Town Commission meeting will be held on Tuesday, May 26, 2020, at 6:30 p.m. and broadcast from Town Hall.

The May 26, 2020 Town Commission meeting will be held as a VIRTUAL MEETING with elected officials and Town staff participating through video conferencing. This virtual meeting will be broadcasted live for members of the public to view on the Town's website (www.lbts-fl.gov), Comcast Channel 78, and AT&T U-verse Channel 99.

Members of the public may submit comments via email to public_comments@lbts-fl.gov Any comments received will be

provided to the Commission and included in the minutes. Public comments submitted via email are to be limited to a 400-word limit. The comment must include the person's name and address, and identify the agenda item to be addressed, if the comment is for a specific agenda item. The deadline to submit public comment will occur when the Mayor closes public comment for the virtual meeting, or for the item.
A copy of the agenda for the virtual Town Commission meeting can be accessed on the Town's website, at https://www.lauderdalebythesea-fl.gov/341/Agendas-Video.
Please note that Governor DeSantis' Executive Order Number 20-69 suspended the requirements of Section 286.011, Florida Statutes, the Florida Sunshine law, that a quorum be present and that a local government body meet at a specific public place. The Executive Order also allows local government bodies to utilize communications media technology, such as telephonic and video conferencing for local government body meetings.

Virtual

Virtual Town Commission Meeting

2

VIRTUAL TOWN COMMISSION MEETING

Tuesday, May 26, 2020, 6:30 PM
Virtual

1.CALL TO ORDER, MAYOR CHRIS VINCENT

2.PLEDGE OF ALLEGIANCE TO THE FLAG

3.INVOCATION - Moment of Silence

4.ADDITIONS, DELETIONS, DEFERRALS OF AGENDA ITEMS

5.PRESENTATIONS

5.a Dennis Royes Proclamation (Debbie Hime, Special Projects Coordinator)
CoverPage - Proclamation Dennis Royes.docx
Dennis Royes Proclamation.docx

6.PUBLIC COMMENTS

7.PUBLIC SAFETY DISCUSSION

8.TOWN MANAGER REPORT

8.a Town Manager Report (Bill Vance, Town Manager)
CoverPage.docx
ACTION PLAN.pdf
Water Barriers Supporting Documentation.pdf

8.b March 2020 Finance Report (Lucila Lang, Finance Director)
CoverPage - March Finance Report.docx
RevExpReport March 2020.pdf
MARCH CASH-INVESTMENT REPORT_ MARCH 2020.xlsx

9.TOWN ATTORNEY REPORT

10.APPROVAL OF MINUTES

10.a April 28, 2020 Town Commission Meeting Minutes
May 12, 2020 Town Commission Meeting Minutes

CoverPage.docx
042820 LBTS Commission 1st draft minutes.docx
051220 LBTS 1st draft minutes.docx

3

11.CONSENT AGENDA

12.OLD BUSINESS

12.a Pedestrian Plan – Public Participation Meeting (Linda Connors, Development Services Director)

CoverPage Ped Plan Public Participation 1.docx

Ex1 Survey May 2020.pdf

13.NEW BUSINESS

14.COMMISSIONER COMMENTS

15.ORDINANCES 1st Reading

16.ORDINANCES 2nd Reading

17.RESOLUTIONS - PUBLIC COMMENTS

17.a Resolution 2020-21 - A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, RATIFYING AND APPROVING ALL EMERGENCY ORDERS AND ACTIONS TAKEN BY THE MAYOR CONCERNING OR RELATED TO THE COVID-19 EMERGENCY; AUTHORIZING THE MAYOR TO DO ALL THINGS NECESSARY TO CARRY OUT THE AIMS OF THIS RESOLUTION; PROVIDING FOR REPEAL OF ANY CONFLICTING RESOLUTION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

CoverPage - Reso 2020-21 - Ratifying Reso .docx

Reso 2020-21 - ratifying emergency orders.docx

18.QUASI JUDICIAL PUBLIC HEARING

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 INSURE THAT A VERBATIM RECORDING OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

Agenda Item No: 5.a

Town Commission Agenda Item Report

Meeting Date: May 26, 2020
Submitted By: Debbie Hime
Submitting Department: Special Projects Coordinator
Agenda Section: Proclamation

Subject Title: Dennis Royes Proclamation

Explanation: Proclamation Honoring Retired Pelican Hopper Driver Dennis Royes

This proclamation honors Dennis Royes, the Pelican Hopper driver who recently retired after 15 years.

PROCLAMATION

Issued by the Governing Body of the
Town of Lauderdale-By-The-Sea, Florida

Dennis Royes

WHEREAS, Broward County's 18 community buses, including the Town's own Pelican Hopper shuttle, are vital and important local links in the County's overall transportation system, and

WHEREAS, Pelican Hopper driver Dennis Royes recently retired as the shuttle's principal driver after faithfully serving Town residents, snowbirds and visitors from 2005 to 2020, and

WHEREAS, Dennis always greeted riders with a smile over his 15 years of operating the shuttle, and became without question the most popular driver to ever operate the Pelican Hopper, and

WHEREAS, it is conservatively estimated that Dennis drove more than 1.3 million miles between 2005 and 2020 as he transported riders around Town and over to Holy Cross Hospital.

NOW, THEREFORE, I, Mayor Chris Vincent, with support of the Town Commission and residents, hereby proclaim:

May 26, 2020 as
"Dennis Royes Day"

in the Town of Lauderdale-By-The-Sea.

In witness whereof we have hereunto set our hands and caused this seal to be affixed

Attest: _____
Tedra Allen, CMC
Town Clerk

_____
Chris Vincent, Mayor
May 26, 2020

Town Commission Agenda Item Report

Meeting Date: May 26, 2020
Submitted by: Bill Vance, Town Manager; Neysa Herrera, Assistant to the Town Manager
Submitting Department: Administration
Item Type: Report
Agenda Section: TOWN MANAGER REPORT

Subject Title: Town Manager Report

Explanation:

LBTS Phase 1 Opening

On May 18, Lauderdale-By-The-Sea restaurants, salons and retail stores, as well as professional and personal services businesses were allowed to reopen under Broward County's Phase 1 Emergency Order (EO 20-10). Businesses are required are required to adhere to CDC guidelines. LBTS beaches remain closed.

Below are some of the guidelines businesses are required to follow in Phase 1:

- Town parking will re-open on a limited basis.
- The Town's beaches remain closed.
- Restaurants must follow all recommended guidelines stated in Emergency Order E020-10, including limiting restaurant capacity to 50 percent.
- Outdoor seating is preferred. Tables must be 6-feet apart. Restaurants should provide disposable or digital menus that are sanitized after each use. Buffets and bars must remain closed.
- Employees must wear a mask or face covering and follow all sanitation protocols.
- Businesses must make hand sanitizer available to customers and guests.
- Personal service businesses are required to operate by appointment only, allowing 15 minutes between customers to allow for sanitation. Employees and customers must wear a face mask.
- Recreational areas in condo complexes (gyms, fitness centers and community rooms) are allowed to re-open at 50% indoor capacity.
- County Emergency Order 20-07 still requires all persons to wear a mask or facial covering. Face masks are in addition to, and not a substitute, for maintaining social distancing.

From May 18th through Memorial Day, LBTS Broward Sheriff Office, in coordination with the Town Manager, will be assigning two deputies to the downtown area on staggered shifts from 6:00p.m. to midnight. Additionally, there is one deputy assigned during the day time over the holiday weekend (Sat-Memorial Day) from noon to 6:00p.m. After Memorial Day, Captain Palmer will reexamine the staffing and make adjustments as needed with the Town's support.

The Town, in collaboration with the LBTS Chamber of Commerce and Lodging Associations, has created pedestrian friendly reopening signs to support the newly reopened businesses and let visitors and residents

know that they are open and remind them of the guidelines that need to be followed to stop the spread of the virus.

Finance Department Update

As previously communicated, the Town Manager is investing a not-to-exceed amount of $14,000 over the next 30 days. These resources will be utilized to lease existing water barriers now evident in downtown LBTS. The purpose of these water barriers is to increase social distancing and outdoor dining opportunities. Due to the cancellation of the July 4th event, there are sufficient funds in this year's budget to cover these costs.

Development Services

The Development Services Department, as approved by the Town Manager, will be **waiving banner permit fees** during the months of May and June, 2020, provided Town Commission has no objection.

On March 31, the Broward County Commission approved the **county-wide tidal flood barriers standard**. This policy requires that tidally - influenced municipalities adopt within 24-months regionally consistent top elevations for seawalls, banks, and berms, consistent with Chapter 39, Article XXV. The Development Services Department will be moving forward to ensure the Town is in compliance with the County's new regulations regarding sea wall height by the County deadline, which is March 31, 2022.

The Governor has placed significant limitations on **Vacation Rentals** but they are still able to rent on a monthly basis to essential personnel. Code Enforcement staff, in close coordination with Development Services Director Linda Connors, have contacted our registered vacation rental agents to determine if their property is vacant, remind them of the restrictions and answer any questions that they may have. This information is important so that staff can quickly convey information to the public when they raise concerns to the Town about properties being rented.

Capital Improvement Projects

In December, the Town Commission selected the Corradino Group to conduct a **Pedestrian and Bicycle Circulation Enhancement Plan**. The purpose of this study is to assist the Town in developing a feasible plan to improve the safety and connectivity of pedestrian and bicycle circulation throughout the Town to improve the ability of residents and visitors to reach popular destinations including the beach and the Commercial Boulevard commercial corridor without a car in a safe and enjoyable fashion. Therefore, residents are encouraged to participate in an online survey to provide their input in this process. The survey will be posted on the Town's website on March 27th. Residents will be notified of the availability of this survey through Channel 78, Nextdoor, and NotifyMe.

The plans for the **Terra Mar Drainage Improvements** project are 100% complete. The Guarantee Maximum Price is expected to be received next week for staff review. The item will be brought before the Commission in June for time frame discussion.

We believe we have received over 200 responses to the **El Mar Drive Design Survey #2**. The deadline for residents to continue to provide their input on the design of the corridor is May 27th. The preliminary results and findings will be presented by EDSA, the design firm selected by the Town Commission, in June.

May 31st is the deadline to fill out the **Stormwater Master Plan Update** Survey. Town staff is encouraging Town residents to participate in this public input opportunity, which will help identify the flood prone areas that

need to be addressed and budgeted for. The link to the survey can be found on the Town's website: https://www.surveymonkey.com/r/Public_Drainage

Lauderdale-By-The-Sea **Friedt Park Courtyard Improvements** continue to take place. Drainage was installed last week. Grading and preparation for paving work is currently being done.

The previously planned and budgeted for **Jarvis Hall Exterior Portico Repairs** are scheduled to begin on May 26th and anticipated to be completed in approximately 2-3 weeks. These improvements are intended to eliminate slippery conditions and provide a safer, hazardous-free, environment to our seniors and community center members.

Other Projects

DESMAN Design Management, the Town's parking consultant has submitted a draft of their study to staff for review. The memorandum includes recommendations related to potential properties for parking, updates to the existing Parking Study from 2015, and technologies for maximizing efficiency in parking utilization.

Thanks to the coordination of our Beach Consultant, Moffatt & Nichol, the Florida Department of Environmental Protection has granted permission to the Town to relocate the **sea grapes by Sea Colony**. The new location is to be determined. The LBTS 2020/21 Beach Maintenance Plan and CIP are forthcoming this summer.

Community Center Activities

In an effort to provide our residents with a sense of normalcy in their lives, Armilio Bien-Aime, Community Center Manager, with assistance from Town's PIO/IT Administrator Steve D'Oliveira, is broadcasting some of the Community Center classes online until classes can be physically accessed. Different activities are currently being recorded and posted by May 25th. More classes will be added in the future.

The goal of this initiative is to connect with those residents who have been looking forward to resuming their normal schedule at the Community Center.

Armilio and the Town thank all of our residents and members of our Community Center for their patience and continued support during this difficult time.

Environmental Updates

Sea turtle nesting season officially began on March 1. the Broward County Sea Turtle Conservation Program has continued to monitor for sea turtle activity, while following all guidelines issued by the CDC. Broward County currently has 353 nests, as of May, 15. Lauderdale-By-The-Sea accounts for about 6% of the County's nests, which is consistent with last year's overall nesting distribution. It is still too early to determine if local beach closures will affect sea turtle nesting. However, program managers are looking forward to examining these trends towards the end of the season.

Residents should be aware that although they cannot be physically present on the beach at this time that their actions, such as beachfront lighting, can still impact sea turtles. Beachfront properties are reminded that lights visible from the beach should be appropriately shielded and compliant with the Town's sea turtle lighting ordinance. If properties need assistance with finding "turtle-friendly" lighting, they can contact Broward County at 954-519-1255.

Marketing Update

With 11,000 users to www.discoverlbts.com between March 13th and May 17th, and 709 users in the last seven days ending May 17th, staff wanted to ensure people knew our businesses are open. For this reason, we updated the site's homepage's first image with a bright, colorful walking map reminding users of the numerous businesses in LBTS and updated the three alerts that are presented on every landing page. This was possible thanks to the coordination and leadership of Debbie Hime, our Special Projects Coordinator and Marketing Specialist.

Recommendation: N/A

Attachments:

1. Action Plan
2. Water Barriers Supporting Documentation

AREA 1: SUSTAINABILITY ● RESILIENCY ● ENVIRONMENT		
Goal 1.1	**PROTECT THE BEACH**	
1.1.1	Planting took place at Coastal Arms Dune on 1-18-20 & 2-8-20 Post and rope was added around the new dune in February 2020	Ken Rubach
1.1.2	January 2020 Staff has begun working with a consultant on the initial steps to creating a dune management plan, this is expected to continue throughout the rest of 2020 and reaching into 2021	
Goal 1.2	**PROTECT EXISTING CORAL REEFS AND DEVELOP NEW ONES**	Steve d'Oliveira
1.2.1	Update Commission in March/April on latest out-planting. Explore media coverage for our second 5-year coral restoration project	
1.2.2	Coordinate with county on their mitigation reef project stemming in the Segment II beach re-nourishment. The County plans to deploy 9 acres of concrete reef modules in 20 feet of water north and south of the pier. The Commission was briefed on this project at meeting about a year ago. The project will provide substantially more underwater habitats for a variety of Florida Marine Life.	
1.2.3	Fund Phase II plantings of the NSU Staghorn Coral project in LBTS. COMPLETE 2-20-2020 1,000 corals were out-planted in December 2019. NSU plans to plant 500 more corals by April and 500 more in the fall.	
1.2.4	Implement a limestone boulder project to create a new habitat for tropical fish that can be easily accessed by snorkelers. The proposal calls for placing several tons of limestone boulders in 12 feet of water off El Prado Park close to swim buoys.	
Goal 1.3	**PROACTIVELY ADDRESS LOCAL LEA LEVEL RISE ISSUES**	
1.3.1	Evaluate seawall standards and recommend ordinance 9-26-18 - Collected recent seawall ordinances. Waiting for County and Corp of Engineers' study 10-23-18 - Municipal seawall workshop on Nov. 16, 2018 - staff attended 9-26-19 - The Planning Council will review language regarding resiliency that includes regulations regarding sea wall height at the September 26, 2019 meeting 5-26-20 - The county approved a Countywide standard on March 31, 2020. Development Services staff will moving forward to ensure the Town is in compliance with the County's new regulations regarding sea wall height. County deadline is March 2022.	Linda Connors
1.3.2	Stormwater Master Plan study is underway, it will be completed later this year	

AREA 2: PARKING & TRANSPORTATION		
Goal 2.1	**IMPROVE OUR PARKING SYSTEM**	Bill Vance Neysa Herrea Ken Rubach
2.1.1	Change to staff, will install EV charging station in A1A lot in March 2020 4-28-20 - Charging Station equipment has been received, the concrete pad has been pour, and the wiring has be run. Awaiting a scheduled install date from ChargePoint, anticipating May 2020. 5-20-20: On May 7th, 2020, ChargePoint installed the EV Charging station in the A1A lot. Electric car users, will be able to find the station via the ChargePoint App, Google Maps, Apple Maps. 5-20-20 - Parking Consultant (Desman) submitted a draft of their study to staff for review. The memorandum includes recommendations related to potential properties for parking, updates to the existing Parking Study from 2015, and technologies for maximizing efficiency in parking utilization.	
2.1.2	Implement a system that notifies the driving the public of available parking spaces. i. Analyze the cost of the technology to identify and display available parking spaces in lots. ii. Decide whether to proceed to Requests for Proposals 4-28-20: Staff participated in call with Parking Consultant (Desman) on Thursday, April 23, to discuss potential software options and mobile applications that notifies drivers of available spaces. Consultant will submit recommendations to staff by May 8. 5-26-20 - Implement a system that notifies the driving the public of available parking spaces	
2.1.3	January 2020 - Installation of Bollards along the path of the new island adjacent to Bougainvilla/Poinciana is scheduled for Spring 2020. 4-28-20 - Conduit for bollards have been run and pouring of concrete footers anticipated the week of 4/27. Bollards will be installed once they arrive, anticipated delivery date is in May 2020 barring any COVID related delays	
Goal 2.2	**EVALUATE THE TOWN'S TRANSIT SERVICES / BUS SHELTERS**	

2.2.1	Evaluate public transportation options and report to Commission: (Debbie Hime and Lucila Lang) i. Identify the current services. (Broward County Transit (BCT), Pelican Hopper) Broward County Transit currently has Routes 11 (North/south on A1A) and 55 (east/west on Commercial) in LBTS ii. Evaluate option to improve the efficiency of the Pelican Hopper (hours, route and frequency) 1-24-20 BCT/Penny Surtax began reimbursing Town for our current $44 hourly rate beginning FY20 2-1-20 The new Community Shuttle route is expected to go into effect in April with a new app that is already being tested on the current route. 5-20-20 Due to CV-19 the Hopper is running a limited daytime schedule on Monday, Wednesday and Friday until further notice. With BCT requiring designated stops, we will be re-evaluating the evening route to ensure we are providing adequate service. iii. What alternative services could be offered? (door-to-door, ridesharing or ?) Evaluate the need for a parking shuttle on Friday evenings, Saturdays (day & night), and Sunday (day & night) during season to determine cost, utilization and impact on parking perceptions and utilization. Town has designated a location for a ride share pickup/drop off and we are researching funding for a shelter. We have begun research for on demand rideshare in Town; first estimates are $180k per car per year; ADA compliancy is also an important factor. 1-24-20 BCT is testing on demand for a year in three west Broward areas and will advise us of their test next year. **Bus Shelters:** There are three new BCT bus shelters proposed for FY20 which are being coordinated at this time. 4-24-20 Due to COVID-19, BCT has suspended all updates to routes until further notice, so they may focus all resources on the current environment	
Goal 2.3	**REDUCE CUT-THROUGH TRAFFIC IN RESIDENTIAL NEIGHBORHOODS THROUGH THE USE OF TRAFFIC CALMING INITIATIVES IN NEIGHBORHOODS**	
2.3.1	Analyze results and determine whether to continue on a more permanent basis	Tom Palmer Ken Rubach Jay Flynn
2.3.2	February 2020 portable signs use is ongoing in several areas throughout Town. FDOT is still testing the manufacturers usage of speed sign on their roadways	
Goal 2.4	**REDUCE TRAFFIC, PEDESTRIAN, AND BICYCLE VIOLATIONS THROUGH INCREASED TRAFFICE ENFORCEMENT**	

2.4.1	Analyze results and report to the Commission Semi Annually In 2019 there was a 5.5% decrease in traffic crashes and an increase of 10.8% in traffic citations issued as compared to 2018. The breakdown are as follows: 2018 crashes 182 vs 2019 crashes 172, 2018 citations 2,288 vs. 2019 citations 2,535. It is nearly a 50/50 split between written warnings and non-moving violations	Tom Palmer
Goal 3.1	**PRESERVE THE TOWN'S HISTORY**	Linda Connors
3.1.1	Develop historic information markers or boards. FY17 – FY 21 Create a Mid Century Modern Map (MIMO)	Debbie Hime Linda Connors Steve d'Oliveira
Goal 3.2	**MAINTAIN AND IMPROVE THE WALKABILITY OF THE TOWN**	
3.2.1	Develop Walkability and Bike Master Plan for the main streets in Town. The FY19 budget includes $20,000 to develop the plan. 2-26-19 Staff is drafting RFP for release in March 9-26-19 The RFP was released this summer. One firm responded. We are currently reviewing their submittal and anticipate a contract to be scheduled for the Commission agenda in November. 2-25-20 Commission approved the Corradino Group. Staff has held kick-off meeting. Consulting are gathering public information. We expect a public meeting in April. 4-28-20 The Commission hired a consultant to develop the pedestrian plan. However, the public meeting was cancelled due to COVID19. With the success of the El Mar design project's online participation efforts, the staff will propose an online participation meeting for this project as well. 5-26-10 - The Town is moving forward with the Pedestrian Plan through online participation survey that will begin on May 26 and be available for the next two weeks.	Linda Connors
Goal 4.1	**IMPROVE NEIGHBORHOODS**	Linda Connors Ken Rubach
4.1.1	**Neighborhood Plans.** Work with neighbors that want to create a plan to improve their neighborhood. Elements of the plan may include streetscape, swale restoration, sidewalks and streetlights	
Goal 4.2	**ADDRESS STORMWATER FLOODING**	Ken Rubach
4.2.1	Promote the merits of swale restoration - Ongoing 9-20-19 - staff is examining where swales would have the most impact. This will be a part of the stormwater master plan Promote the merits of swale restoration - Ongoing	

Goal 4.3	**DEVELOP CONCEPTS FOR A TOWN HALL/PUBLIC SAFETY COMPLEX**	Ken Rubach Tom Palmer Jud Hopping
4.3.1	February 2020 - a space needs analysis is currently being conducted by a firm who met with FIRE and BSO to determine the amount of sq. footage and the types of usage needed for their operations 4-28-20 - Study has been completed and will be reviewed by staff. Commission Assignment- Striping- 4-23-20 Contractor completed thermal striping identified areas in the week of 4/20 with the exception of Commercial Blvd between El Mar & A1A, anticipated completion the week of 4/27. Staff continues to refresh lines for parking spaces town wide on an as needed basis.	
Goal 4.4	**SEWER RESTORATION**	
4.4.1	January 2020 - staff will line several laterals this year to test out the process and request additional funding for next year. January 2020 - staff will incorporate schedule for televising and cleaning of sewer mains.	
	AREA 5: ECONOMIC DEVELOPMENT	
Goal 5.1	**PROMOTE THE HOTEL HOSPITALITY SECTORS**	Linda Connors
5.1.1	Fast track develop building permits reviews for hotels. Ongoing	
5.1.2	**The Thunderbird (4521 N Ocean)** was cited for property maintenance issues and the case was heard by the Special Magistrate at the April 26, 2018 hearing. Compliance is required by May 22nd or fines will begin to run. This property already has fines running for the lack of maintenance on its sign. These fines totaled $730,000 as of May 2nd. Awaiting update from attorney	
Goal 5.2	**Assist in making business viable on Commercial Boulevard west of Bougainvilla Drive**	
5.2.1	January 2020- Wiring of banner poles will take place in Feb/March. Once these are wired new lights will be installed upon receiving them. Additional outlets in the islands adjacent to the businesses in the plazas will also be installed in Spring 2020 to provide additional opportunities for lighting/decorations.	
	· New benches and chairs are on order for the West Business	Ken Rubach
	· A landscaping company has been hired to focus on enhancing the West Commercial District's overall attractiveness	
	· Address guidelines to help businesses west of Bougainvilla to enhance their outside promotional efforts	Debbie Hime

	· New Holiday and Generic plaza banners are being produced	Debbie Hime
	· A giant Addy chair is on order and will be tested in a plaza to gauge whether a large decorative piece will bring more foot traffic to the area	Debbie Hime
	· Coordinating a May "Addy Stroll" with West Businesses and local artists showcased in LBTS businesses for the "Addy Chair Art Project " where wooden Addy chairs will be sponsored by local businesses, painted by local artists, and showcased in the four plazas. **Tabled until further notice**	Debbie Hime
AREA 6: IT /PIO		
6.1.1	Complete Jarvis Hall / Community Center AV upgrades	
6.1.2	Town Computers/Monitors	
6.1.3	Granicus Dais voter encoder - Researching	Town Clerk
6.1.4	Proposed cyber-security measures (subscription & 45 minute test)	
6.1.5	Explore possible IT class/course	
6.1.6	Explore AT&T cyber-security options	
6.1.7	Possible network assessment Konica-Minolta	
6.1.8	Lunch & learn seminar in January for all employees with computers	
6.1.9	January town topics	
6.1.10	Website updates (ongoing) / new environmental pages	Debbie Hime
6.1.11	Hire vendor for fillable forms / front page back-up	
6.1.12	Explore no index uploads for docs with time-sensitive documents	
6.1.13	Create Town Facebook page	
6.1.14	Promote notify me to Town residents (ongoing)	
6.1.15	Update channel 78 graphics	
6.1.16	BugFest Set-up February kickoff meeting	
6.1.17	Review resources provided by CivicPlus for online fillable forms and payments, resident engagement, workflow management, finance, etc. (two year plan) – staff is meeting bi-weekly to assess each department's needs	

COMMISSION ASSIGNMENTS		
4/10/2018	Commission Malkoon asked that the Town evaluate the condition of the seawall on Bel Air Drive (SE 15th Street), which is owned by the Palm Club, Leisure Gardens and the Town.	
4/10/2018	Commissioner Strauss asked that we request FDOT to conduct a safety studies of the Commercial Boulevard and West Tradewinds intersection. This would also include the concepts to relocation the west to south turn lane on Commercial at this intersection.	
9/20/2018	Money has been budgeted in FY20 budget to repair Town owned section of the wall. Prior to repairs a survey will do done to ensure all Town owned areas are repaired.	
9/26/2018	Commissioner Oldaker requested staff to check street striping though out Town and replace when appropriate.	Ken Rubach
9/20/2019	Staff reached out to Broward County and striping within their jurisdiction has been done. Several areas throughout town have also been refreshed e by staff. Striping has been included within the FY20 budget in order to install thermal striping which lasts much longer than paint or “tape” stripes.	
FY 19 BUDGETED PROJECTS & STAFF PROJECTS		
1.	Evaluate switching from the quarterly Town Topics written format to an e-newsletter. FY18	Steve d'Oliveira
2.	9/20/19 We have purchased software are prepared for e-newsletter deployment	Debbie Hime
3.	Monitor the request to FDOT to move the turn lane at the foot of the Intracoastal Bridge to the east thus closing the Commercial median at West Tradewinds. 9-20-19 Discussed with FDOT and MPO at 9/17/19 Meeting; FDOT asked Staff to formally recommend the project as they have an upcoming Commercial Blvd plan being developed.	
4.	Evaluate hardening off-site warehouse for use after a hurricane. FY18	
5.	9/20/19: Staff has begun the process of reviewing what work needs to be done to improve site.	
6.	Evaluate the feasibility of offering beach concessions.	TBD

EXHIBIT A

FY 2019/2020 Budget Amendment

REVENUES

Fund	Department / Project Number	Current Budget	Proposed Budget	Variance	Explanation
300- Capital	001-572.000-500.495 Special Event	114,100	100,100	14,000.00	Special event / 4th of July celebration is cancelled using $14,000 toward rental cost for the water barriers.
	001-541.100-500.445 Equip/Rent/Lease	16,500	30,500	14,000.00	Rental cost for the water barriers
	Total Expenditures			28,000.00	

Edner Saint-Jean

From: Edner Saint-Jean
Sent: Tuesday, May 19, 2020 2:39 PM
To: Lucila Lang
Cc: Tedra Allen; Ken Rubach; Tiana Ganswith
Subject: RE: Water Barriers BA
Attachments: BA - Rental Water Barriers.xlsx

Hi Lucila,

Please see attached budget amendment. Will be it a rent or purchase? The BA has done for rental.
Tiana: Please provide any backups you may have.

Thank you,
Ed

From: Lucila Lang <lucilal@lauderdalebythesea-fl.gov>
Sent: Tuesday, May 19, 2020 2:14 PM
To: Edner Saint-Jean <edners@lauderdalebythesea-fl.gov>
Subject: RE: Barrier Purchasing

No, we would have to get from Tiana or Ken. BTW, is it necessary to do for tomorrow's meeting? Can it be done for the 1st one in June?

Lucila Lang
Finance Director
4501 N. OCEAN DRIVE,
LAUDERDALE-BY-THE-SEA, FL 33308
Phone: 954-640-4206• Fax: 954-640-4236 • lucilal@lbts-fl.gov
www.lbts-fl.gov • www.lbtsevents.com

From: Edner Saint-Jean <edners@lauderdalebythesea-fl.gov>
Sent: Tuesday, May 19, 2020 1:25 PM
To: Lucila Lang <lucilal@lauderdalebythesea-fl.gov>
Subject: RE: Barrier Purchasing

Do you have any backups?
Ed

From: Lucila Lang <lucilal@lauderdalebythesea-fl.gov>
Sent: Tuesday, May 19, 2020 12:56 PM
To: Edner Saint-Jean <edners@lauderdalebythesea-fl.gov>
Subject: FW: Barrier Purchasing

Can you do the amendment and send to Tedra today?

Lucila Lang
Finance Director
4501 N. OCEAN DRIVE,
LAUDERDALE-BY-THE-SEA, FL 33308
Phone: 954-640-4206• Fax: 954-640-4236 • lucilal@lbts-fl.gov
www.lbts-fl.gov • www.lbtsevents.com

From: Bill Vance <billv@lauderdalebythesea-fl.gov>
Sent: Tuesday, May 19, 2020 12:11 PM
To: Lucila Lang <lucilal@lauderdalebythesea-fl.gov>; Edner Saint-Jean <edners@lauderdalebythesea-fl.gov>
Cc: Neysa Herrera <neysah@lbts-fl.gov>; Ken Rubach <kenr@lauderdalebythesea-fl.gov>; Debbie Hime <debbieh@lauderdalebythesea-fl.gov>
Subject: RE: Barrier Purchasing

Proceed with budget transfer for May 26 agenda. Packets go out Wednesday. 4th of July money good to use for this $14,000. Thanks Edner and Lucila! BV

From: Lucila Lang <lucilal@lauderdalebythesea-fl.gov>
Sent: Monday, May 18, 2020 4:07 PM
To: Edner Saint-Jean <edners@lauderdalebythesea-fl.gov>
Cc: Bill Vance <billv@lauderdalebythesea-fl.gov>; Neysa Herrera <neysah@lbts-fl.gov>
Subject: RE: Barrier Purchasing

Thank you so much, Ed. Just a clarification, this is the rental cost for the water barriers not a purchase for the COVID-19 re-opening of the town's Downtown District. The cost is approximately $14,000.00.

Bill, please let us know if you have any questions.

Thank you,

Lucila

Lucila Lang
Finance Director
4501 N. OCEAN DRIVE,
LAUDERDALE-BY-THE-SEA, FL 33308
Phone: 954-640-4206• Fax: 954-640-4236 • lucilal@lbts-fl.gov
www.lbts-fl.gov • www.lbtsevents.com

From: Edner Saint-Jean <edners@lauderdalebythesea-fl.gov>
Sent: Monday, May 18, 2020 4:03 PM

To: Lucila Lang <lucilal@lauderdalebythesea-fl.gov>
Cc: Bill Vance <billv@lauderdalebythesea-fl.gov>; Neysa Herrera <neysah@lbts-fl.gov>
Subject: Barrier Purchasing

Good afternoon,

Development has $20,000 budgeted for capital outlay other than building. I am not sure we have any work set aside to use this money for. We can ask Linda/ Ken if they have any objections?

There will be no 4th of July, some of the money can be allocating to do the purchase.

Let me know your thoughts.

Thank you,
Ed

"traffic control is no accident"

RoadSafe Traffic Systems, Inc.
EAST COAST
3570 NW 62 ST
Miami, Florida 33161

East Coast - **800-842-6813**
Miami..... 305-633-3883 ext 121
Miami Fax..... 305-633-5850
email:pmarmin@roadsafetraffic.com

SPECIAL QUOTE

CUSTOMER: Town of Lauderdale -by-the-Sea DATE: 05.15.20

BILLING ADDRESS: 4501 Ocean Dr CONTACT: Ken

CITY, STATE, ZIP: Lauderdale-by-the-Sea, FL 33308-3610 QUOTED BY: **Pam Marmin 305-797-7677**

PHONE: **954-640-4232** FAX: 954-640-4236

"CUSTOMER APPROVAL SIGNATURE:

EVENT: DATE: 05.18.20

LOCATION:

CITY: Lauderdale-by-the-Sea, FL COUNTY: Broward

Rental of 120 water wall of one month at $3.50 per wall per day	$12,600.00
Water is not supplied	
Delivered Monday 05.18.20 6 AM and set up	$550.00

SPECIAL COMMENTS:
Purchase order required to deliver material
85-8012646239C-0 expires 07/31/22

SUB TOTAL	$13,150.00
SALES TAX	
FREIGHT	
TOTAL	
LUMP SUM	$13,150.00

Add appropriate State Sales Tax to the above quotation. Prices are firm if your order is called in within 30 days. Past due invoices shall incur a finance charge of 1.5% per month. Merchandise returned due to no fault of ours will be subject to a 20% restocking charge.

Edner Saint-Jean

From: Ken Rubach
Sent: Friday, May 15, 2020 10:52 AM
To: Bill Vance
Cc: Lucila Lang; Neysa Herrera; Edner Saint-Jean
Subject: Re: Revised quote for water wall
Attachments: 20200515094416906.pdf; ATT00001.htm

Measurements were already include it in front of taco craft as well as Keese's 👌
Thank you,

Ken Rubach
Municipal Services Director
Lauderdale By The Sea

On May 15, 2020, at 10:45 AM, Bill Vance <billv@lauderdalebythesea-fl.gov> wrote:

We need in front of TacoCraft on A1A too FYI. 13K better than 17k and again TM will promote adoption of budget transfer at Commission on May 26. BV

From: Ken Rubach <kenr@lauderdalebythesea-fl.gov>
Sent: Friday, May 15, 2020 10:01 AM
To: Bill Vance <billv@lauderdalebythesea-fl.gov>
Cc: Neysa Herrera <neysah@lbts-fl.gov>; Lucila Lang <lucilal@lauderdalebythesea-fl.gov>; Douglas Johnson <dougj@lauderdalebythesea-fl.gov>; Mike Walker <MikeW@lauderdalebythesea-fl.gov>; Leroy Chasmer <LeroyC@lauderdalebythesea-fl.gov>
Subject: FW: Revised quote for water wall

Bill,

She had quoted us off of google earth measurements which were much higher than the actual footage. Shaneice measured the area with a wheel yesterday, came out to approximately 112 walls, I ordered 8 additional in case we have to fill in gaps elsewhere or need to modify the layout.

Thank You,

Ken Rubach
LBTS Municipal Services Director

From: Pam Marmin <pmarmin@roadsafetraffic.com>
Sent: Friday, May 15, 2020 9:57 AM
To: Ken Rubach <kenr@lauderdalebythesea-fl.gov>
Cc: Tiana Ganswith <TianaW@lauderdalebythesea-fl.gov>
Subject: FW: Revised quote for water wall

[CAUTION] This external e-mail originated outside the Town. Do not open links or attachments unless you are certain they are safe.

Deliver will be Monday starting at 6 am supervisor Lorenzo Howell will be on site.
Thank you,
Pam

Pamela Marmin | Regional Account Manager
RoadSafe Traffic Systems, Inc.
3570 NW 62 ST Miami, FL 33147-7538
Phone 305-633-3883 | Cell 305-797-7677|
Fax 602-251-0537
pmarmin@roadsafetraffic.com

-----Original Message-----
From: Pam M [mailto:pmarmin@roadsafetraffic.com]
Sent: Friday, May 15, 2020 9:44 AM
To: Pam Marmin <pmarmin@roadsafetraffic.com>
Subject:

[EMAIL FROM EXTERNAL SOURCE]

This E-mail was sent from "RNP23D40B" (Aficio MP 2851).

Scan Date: 05.15.2020 09:44:16 (-0400)
Queries to: rsscan@roadsafetraffic.com

Total Control Panel Log

To: kenr@lauderdalebythesea-fl.gov
From: pmarmin@roadsafetraffic.com

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Town Commission Agenda Item Report

Meeting Date: May 26, 2020
Submitted by: Lucila Lang, Finance Director
Submitting Department: Finance
Item Type: Finance Report
Agenda Section: Town Manager Report

Subject Title: March 2020 Finance Report

Explanation: Presented is the FY20 March, 2020 financial report, which consists of the attached Revenue/Expenditure Report (Exhibit 1) and the Cash & Investment Report (Exhibit 2).

Recommendation: Review

The following is a summary of the operating results through March, 31, 2020:

Fund	Annual Budget	Budgeted Appropriations	Budgeted Rev Excl Appr	YTD Revenues		YTD Expenditures		Net Amount
				Amount	% of Budget	Amount	% of Budget	
General Fund	$ 13,345,354.00		$ 13,345,354.00	$ 10,477,762.37	79%	$ 6,218,284.74	47%	$ 4,259,477.63
Sewer Fund	1,130,896.00		$ 1,130,896.00	617,939.78	55%	527,578.04	47%	$ 90,361.74
Fire Fund	1,313,147.00	231,393.00	$ 1,081,754.00	985,809.99	91%	455,490.98	35%	$ 530,319.01
Capital Fund	2,303,130.00	2,000,000.00	$ 303,130.00	15,190.37	5%	149,191.74	6%	$ (134,001.37)
Parking Fund	2,177,562.00		$ 2,177,562.00	1,344,175.88	62%	998,902.58	46%	$ 345,273.30
Grand Total	$ 20,270,089.00	$ 2,231,393.00	$ 18,038,696.00	$ 13,440,878.39		$ 8,349,448.08		$ 5,091,430.31

Notable items this month are as follows:

General Fund Revenues:

- General fund revenues are relatively stable when compared to March, 2019 with the exception of Licenses and Permits that are down by 47% ($31,651.87) due to the COVID-19 pandemic.

General Fund Expenditures:

- General fund expenditures are in line with the first 6 months of the year at 43.6%. Due to COVID-19, there will be some unexpected expenditures in the upcoming months due to the preparation and prevention of the spread of this virus.

Sewer Fund-103:

- Sewer fund revenues are in line with budgeted amounts at 54.6% for the first 6 months of the year.
- Sewer fund expenses are in line with the budget at 46.7%.

Fire Fund-115:

- Fire Fund is in line with budget with Fire Assessment at a 90.9% collection rate.
- Expenses are currently below budget at 34.7%.

Capital Fund-300:

- Capital Project fund has had limited expenses at 7.9%.

Parking Fund-310:

- When comparing parking revenue with March of 2019, there is a decrease of 34.3% ($87,999.78) due to the closure of all parking facilities in the town as a result of COVID-19.
- Parking expenditures are within budget at 48.5%.

NOTE: The world has a pandemic of a respiratory disease that is spreading from person to person caused by a novel (new) coronavirus. The disease has been name “coronavirus disease 2019” (abbreviated “COVID-19”). This has posed a serious public health risk in which the federal government is working closely with state and local partners as well as public health partners to respond to this situation. Different parts of the country are seeing different levels of COVID-19. All U.S. states are reporting community spread of COVID-19. At this time, the Town of Lauderdale By the Sea is following all national, state and local guidelines to prevent the spread in the community.

Attachments:

1. Revenue Expenditure Report
2. Cash and Investment Report

For the Period: 10/1/2019 to 3/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 001 - General Fund							
Revenues							
Dept: 301.000 Ad Valorem Property Taxes							
311.100 Ad Valorem Property Taxes	8,710,268.00	8,710,268.00	8,069,774.28	185,188.93	0.00	640,493.72	92.6
Ad Valorem Property Taxes	8,710,268.00	8,710,268.00	8,069,774.28	185,188.93	0.00	640,493.72	92.6
Dept: 301.100 Utility Taxes							
311.101 FPL Utility Tax	830,000.00	830,000.00	357,071.40	62,217.18	0.00	472,928.60	43.0
311.440 Gas Utility Tax	16,500.00	16,500.00	5,468.25	1,496.29	0.00	11,031.75	33.1
314.300 Water Utility Tax	167,000.00	167,000.00	70,290.34	12,969.08	0.00	96,709.66	42.1
Utility Taxes	1,013,500.00	1,013,500.00	432,829.99	76,682.55	0.00	580,670.01	42.7
Dept: 301.600 Franchise Taxes							
313.100 Fl Power & Light Franchise	600,000.00	600,000.00	256,356.44	43,698.20	0.00	343,643.56	42.7
313.300 Waste Franchise Collection	93,000.00	93,000.00	66,168.77	11,624.65	0.00	26,831.23	71.1
313.301 Waste Franchise Adm-Fee	10,000.00	10,000.00	2,356.92	0.00	0.00	7,643.08	23.6
313.400 Gas Franchise	15,000.00	15,000.00	5,405.82	1,603.78	0.00	9,594.18	36.0
313.600 Towing Franchise Fees	600.00	600.00	260.00	0.00	0.00	340.00	43.3
Franchise Taxes	718,600.00	718,600.00	330,547.95	56,926.63	0.00	388,052.05	46.0
Dept: 302.000 Licenses & Permits							
321.100 Business License Taxes	80,000.00	80,000.00	73,601.97	1,216.75	0.00	6,398.03	92.0
321.110 Sidewalk Cafe ROW	50,000.00	50,000.00	45,777.40	0.00	0.00	4,222.60	91.6
322.100 Building Permits	681,500.00	681,500.00	372,646.24	32,661.34	0.00	308,853.76	54.7
322.105 Fire Plan Review Fees	21,000.00	21,000.00	11,059.00	1,520.00	0.00	9,941.00	52.7
322.150 Miscellaneous Permits	2,497.00	2,497.00	0.00	0.00	0.00	2,497.00	0.0
322.400 Sign Permits	4,000.00	4,000.00	1,060.00	175.00	0.00	2,940.00	26.5
Licenses & Permits	838,997.00	838,997.00	504,144.61	35,573.09	0.00	334,852.39	60.1
Dept: 303.000 Intergovernmental Revenues							
311.120 Municipal Revenue Sharing	155,600.00	155,600.00	80,738.61	13,456.44	0.00	74,861.39	51.9
311.150 Alcoholic Beverage License	15,500.00	15,500.00	685.21	0.00	0.00	14,814.79	4.4
311.180 Sales Tax	394,000.00	394,000.00	177,716.03	35,499.81	0.00	216,283.97	45.1
312.405 Local Op Gas Tax 1 - 6 cent	65,651.00	65,651.00	26,514.84	4,708.46	0.00	39,136.16	40.4
312.410 Local Op Gas Tax 1 - 5 cent	46,630.00	46,630.00	18,669.87	3,488.14	0.00	27,960.13	40.0
315.100 Communication Service Tax	320,000.00	320,000.00	137,505.48	29,443.50	0.00	182,494.52	43.0
334.904 Hurricane-Storm/FEMA	0.00	0.00	127,566.49	0.00	0.00	-127,566.49	0.0
334.910 BCC-Senior Center Grant	18,507.00	18,507.00	18,506.96	18,506.96	0.00	0.04	100.0
334.914 BCC-Transporation Grant	51,704.00	51,704.00	0.00	0.00	0.00	51,704.00	0.0
334.915 FDOT-Reimbursable Grant	18,064.00	18,064.00	0.00	0.00	0.00	18,064.00	0.0
Intergovernmental Revenues	1,085,656.00	1,085,656.00	587,903.49	105,103.31	0.00	497,752.51	54.2
Dept: 304.000 Charges for Services							
343.902 Site Plan Application Fees	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
347.500 Tennis - Shuffle Key	9,200.00	9,200.00	9,506.40	1,097.18	0.00	-306.40	103.3
Charges for Services	11,200.00	11,200.00	9,506.40	1,097.18	0.00	1,693.60	84.9
Dept: 305.000 Fines & Forfeitures							
354.150 Fines,TrafficViolation,Citatio	31,452.00	31,452.00	15,614.09	3,315.12	0.00	15,837.91	49.6
354.160 Code Enforcement Fines	50,000.00	50,000.00	18,870.00	7,775.00	0.00	31,130.00	37.7
359.100 Other Fines & Alarms	2,000.00	2,000.00	125.00	0.00	0.00	1,875.00	6.3
Fines & Forfeitures	83,452.00	83,452.00	34,609.09	11,090.12	0.00	48,842.91	41.5
Dept: 306.000 Miscellaneous Revenues							
361.100 Interest Earnings	26,000.00	26,000.00	65,910.58	9,396.61	0.00	-39,910.58	253.5
362.000 Rent/Lease Royalties	67,620.00	67,620.00	37,009.49	6,321.69	0.00	30,610.51	54.7
365.400 Recycling Revenue	3,041.00	3,041.00	0.00	0.00	0.00	3,041.00	0.0
366.100 Donations	5,000.00	5,000.00	1,840.00	0.00	0.00	3,160.00	36.8
369.100 Miscellaneous Revenues	36,308.00	36,308.00	31,403.47	3,770.94	0.00	4,904.53	86.5
369.200 Miscellaneous Applications	18,975.00	18,975.00	9,273.30	0.00	0.00	9,701.70	48.9
369.201 Miscellaneous MerchandiseSales	689.00	689.00	421.24	4.50	0.00	267.76	61.1
369.250 Recreational Activities Fee	1,250.00	1,250.00	1,429.98	121.98	0.00	-179.98	114.4

For the Period: 10/1/2019 to 3/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 001 - General Fund							
Revenues							
Dept: 306.000 Miscellaneous Revenues							
369.500 Miscellaneous Lobbyist	600.00	600.00	700.00	0.00	0.00	-100.00	116.7
369.901 Insurance Reimbursement	3,281.00	3,281.00	0.00	0.00	0.00	3,281.00	0.0
Miscellaneous Revenues	162,764.00	162,764.00	147,988.06	19,615.72	0.00	14,775.94	90.9
Dept: 581.100 Interfund Transfers							
380.115 Transfer from Fire - OH Costs	22,000.00	22,000.00	11,000.00	5,500.00	0.00	11,000.00	50.0
381.106 Transfer from Parking Fund	698,917.00	698,917.00	349,458.50	174,729.25	0.00	349,458.50	50.0
Interfund Transfers	720,917.00	720,917.00	360,458.50	180,229.25	0.00	360,458.50	50.0
Revenues	13,345,354.00	13,345,354.00	10,477,762.37	671,506.78	0.00	2,867,591.63	78.5
Expenditures							
Dept: 511.000 Commission							
500.110 Commission Salaries	71,826.00	71,826.00	31,074.77	5,012.06	0.00	40,751.23	43.3
500.210 Employer FICA Taxes	5,300.00	5,300.00	2,225.45	358.95	0.00	3,074.55	42.0
500.220 Retirement	33,400.00	33,400.00	13,457.80	2,446.87	0.00	19,942.20	40.3
500.230 Group Insurance	57,084.00	57,084.00	30,331.97	3,805.33	0.00	26,752.03	53.1
500.345 Contractual Services	3,500.00	3,500.00	1,856.30	435.95	0.00	1,643.70	53.0
500.510 Office Supplies	650.00	650.00	17.67	0.00	0.00	632.33	2.7
500.512 Elections	2,300.00	2,300.00	558.48	0.00	0.00	1,741.52	24.3
500.540 Dues & Subscriptions	1,912.00	1,912.00	350.00	0.00	0.00	1,562.00	18.3
500.545 Training	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
500.550 Operating Expenses	9,500.00	9,500.00	7,576.45	5,390.57	0.00	1,923.55	79.8
Commission	189,972.00	189,972.00	87,448.89	17,449.73	0.00	102,523.11	46.0
Dept: 511.100 Donation-Non Profits							
500.820 Donations-Aids to Private Org	42,753.00	42,753.00	42,753.00	37,753.00	0.00	0.00	100.0
Donation-Non Profits	42,753.00	42,753.00	42,753.00	37,753.00	0.00	0.00	100.0
Dept: 511.200 Visitor Center							
500.120 Regular Salaries	12,782.00	12,782.00	7,899.99	1,123.95	0.00	4,882.01	61.8
500.140 Overtime Salaries	1,500.00	1,500.00	1,066.79	0.00	0.00	433.21	71.1
500.210 Employer FICA Taxes	1,044.00	1,044.00	604.34	85.98	0.00	439.66	57.9
500.220 Retirement	1,128.00	1,128.00	862.68	122.74	0.00	265.32	76.5
500.230 Group Insurance	3,454.00	3,454.00	1,655.45	213.20	0.00	1,798.55	47.9
500.340 Sewer/Wastewater	2,700.00	2,700.00	990.79	68.69	0.00	1,709.21	36.7
500.345 Contractual Services	29,900.00	29,900.00	13,450.00	0.00	0.00	16,450.00	45.0
500.430 Electric Service	1,600.00	1,600.00	511.32	92.79	0.00	1,088.68	32.0
500.431 Water Service	2,800.00	2,800.00	1,074.31	58.79	0.00	1,725.69	38.4
500.520 Bldg. Maintenance	3,000.00	3,000.00	3,400.00	3,400.00	0.00	-400.00	113.3
500.640 Capital Outlay - Equipt & Mach	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
Visitor Center	65,908.00	65,908.00	31,515.67	5,166.14	0.00	34,392.33	47.8
Dept: 513.000 Administration							
500.120 Regular Salaries	645,616.00	645,616.00	313,649.93	54,494.80	0.00	331,966.07	48.6
500.140 Overtime Salaries	2,500.00	2,500.00	1,364.78	224.38	0.00	1,135.22	54.6
500.210 Employer FICA Taxes	49,500.00	49,500.00	23,711.60	3,927.92	0.00	25,788.40	47.9
500.220 Retirement	106,164.00	106,164.00	34,617.38	6,503.23	0.00	71,546.62	32.6
500.230 Group Insurance	129,722.00	129,722.00	67,072.75	10,645.91	0.00	62,649.25	51.7
500.315 Professional Services	50,000.00	50,000.00	9,580.00	0.00	0.00	40,420.00	19.2
500.320 Audit Expense	31,500.00	31,500.00	20,500.00	15,000.00	0.00	11,000.00	65.1
500.344 HR Expenses	30,000.00	30,000.00	455.71	0.00	0.00	29,544.29	1.5
500.345 Contractual Services	20,000.00	20,000.00	11,231.47	2,213.98	0.00	8,768.53	56.2
500.463 Service Maintenance Contracts	40,000.00	40,000.00	18,399.43	6,480.67	1,800.00	19,800.57	50.5
500.506 Printing & Binding	5,000.00	5,000.00	4,053.00	0.00	0.00	947.00	81.1
500.508 Postage	4,500.00	4,500.00	1,997.22	468.67	0.00	2,502.78	44.4
500.510 Office Supplies	7,500.00	7,500.00	3,747.73	141.13	0.00	3,752.27	50.0
500.540 Dues & Subscriptions	8,000.00	8,000.00	2,742.57	707.00	0.00	5,257.43	34.3
500.545 Training	8,000.00	8,000.00	1,905.41	120.91	0.00	6,094.59	23.8

For the Period: 10/1/2019 to 3/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 001 - General Fund							
Expenditures							
Dept: 513.000 Administration							
500.550 Operating Expenses	10,000.00	10,000.00	6,375.19	2,195.19	9,612.32	-5,987.51	159.9
Administration	1,148,002.00	1,148,002.00	521,404.17	103,123.79	11,412.32	615,185.51	46.4
Dept: 514.000 Town Attorney							
500.310 Legal Expense	255,000.00	255,000.00	125,719.63	78,231.18	0.00	129,280.37	49.3
500.314 Litigation	100,000.00	100,000.00	4,549.94	1,928.34	0.00	95,450.06	4.5
500.315 Professional Services	255,000.00	255,000.00	0.00	0.00	0.00	255,000.00	0.0
500.319 Ethics Research, Training & Op	8,000.00	8,000.00	2,712.00	949.20	0.00	5,288.00	33.9
Town Attorney	618,000.00	618,000.00	132,981.57	81,108.72	0.00	485,018.43	21.5
Dept: 519.000 General							
500.120 Regular Salaries	80,000.00	80,000.00	35,077.00	3,076.93	0.00	44,923.00	43.8
500.210 Employer FICA Taxes	6,200.00	6,200.00	2,696.68	473.10	0.00	3,503.32	43.5
500.220 Retirement	6,800.00	6,800.00	2,866.77	521.23	0.00	3,933.23	42.2
500.230 Group Insurance	14,372.00	14,372.00	7,043.65	884.52	0.00	7,328.35	49.0
500.311 Advertisements	8,000.00	8,000.00	2,424.80	217.85	0.00	5,575.20	30.3
500.313 Legal Exp- Other Issues	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
500.315 Professional Services	75,000.00	75,000.00	15,000.00	2,500.00	0.00	60,000.00	20.0
500.345 Contractual Services	5,000.00	5,000.00	1,359.98	325.00	0.00	3,640.02	27.2
500.349 Community Bus	173,488.00	173,488.00	82,600.94	14,138.00	0.00	90,887.06	47.6
500.451 Auto, Property & Liability Ins	125,000.00	125,000.00	106,083.00	660.00	0.00	18,917.00	84.9
500.452 Workers Compensation Insur	45,020.00	45,020.00	37,506.00	8,600.00	0.00	7,514.00	83.3
500.497 Contingency	46,253.00	46,253.00	0.00	0.00	0.00	46,253.00	0.0
500.506 Printing & Binding	10,950.00	10,950.00	0.00	0.00	0.00	10,950.00	0.0
500.508 Postage	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
500.511 Computer Expense	130,000.00	130,000.00	111,440.37	19,910.98	0.00	18,559.63	85.7
500.525 Uniform Expense	500.00	500.00	0.00	0.00	0.00	500.00	0.0
500.540 Dues & Subscriptions	500.00	500.00	0.00	0.00	0.00	500.00	0.0
500.545 Training	2,600.00	2,600.00	383.00	0.00	0.00	2,217.00	14.7
500.550 Operating Expenses	37,575.00	37,575.00	20,829.72	681.14	0.00	16,745.28	55.4
500.552 Recycling and Solid Waste Exp	60,000.00	60,000.00	23,011.65	5,582.99	0.00	36,988.35	38.4
500.640 Capital Outlay - Equipt & Mach	13,700.00	13,700.00	8,576.38	854.99	0.00	5,123.62	62.6
General	848,958.00	848,958.00	456,899.94	58,426.73	0.00	392,058.06	53.8
Dept: 519.100 Business Dev & Marketing							
500.311 Advertisements	77,185.00	77,185.00	10,736.93	0.00	0.00	66,448.07	13.9
500.315 Professional Services	65,500.00	65,500.00	9,920.70	3,498.10	0.00	55,579.30	15.1
500.345 Contractual Services	32,650.00	32,650.00	8,957.02	392.51	0.00	23,692.98	27.4
500.495 Special Events	36,400.00	36,400.00	1,752.10	552.50	0.00	34,647.90	4.8
500.506 Printing & Binding	41,442.00	41,442.00	3,449.49	144.99	0.00	37,992.51	8.3
500.540 Dues & Subscriptions	1,735.00	1,735.00	425.00	250.00	0.00	1,310.00	24.5
500.550 Operating Expenses	1,500.00	1,500.00	139.10	0.00	0.00	1,360.90	9.3
Business Dev & Marketing	256,412.00	256,412.00	35,380.34	4,838.10	0.00	221,031.66	13.8
Dept: 521.000 Police Department							
500.345 Contractual Services	4,811,226.00	4,811,226.00	2,389,015.82	400,935.50	0.00	2,422,210.18	49.7
500.352 Contract Services	5,000.00	5,000.00	4,996.19	0.00	0.00	3.81	99.9
500.520 Bldg. Maintenance	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
500.550 Operating Expenses	5,808.00	5,808.00	297.00	0.00	0.00	5,511.00	5.1
500.640 Capital Outlay - Equipt & Mach	30,000.00	30,000.00	400.00	400.00	0.00	29,600.00	1.3
Police Department	4,853,534.00	4,853,534.00	2,394,709.01	401,335.50	0.00	2,458,824.99	49.3
Dept: 523.000 Emergency Medical Services							
500.345 Contractual Services	823,545.00	823,545.00	411,772.32	68,628.72	0.00	411,772.68	50.0
Emergency Medical Services	823,545.00	823,545.00	411,772.32	68,628.72	0.00	411,772.68	50.0
Dept: 524.000 Development Services							
500.120 Regular Salaries	290,191.00	290,191.00	133,058.66	22,287.93	0.00	157,132.34	45.9
500.140 Overtime Salaries	4,000.00	4,000.00	1,825.97	679.48	0.00	2,174.03	45.6

For the Period: 10/1/2019 to 3/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 001 - General Fund							
Expenditures							
Dept: 524.000 Development Services							
500.210 Employer FICA Taxes	22,300.00	22,300.00	10,205.81	1,737.94	0.00	12,094.19	45.8
500.220 Retirement	45,900.00	45,900.00	23,651.26	5,008.23	0.00	22,248.74	51.5
500.230 Group Insurance	65,378.00	65,378.00	28,949.09	3,815.59	0.00	36,428.91	44.3
500.315 Professional Services	104,500.00	104,500.00	33,923.84	10,514.60	15,000.00	55,576.16	46.8
500.345 Contractual Services	331,600.00	331,600.00	112,235.70	20,254.79	0.00	219,364.30	33.8
500.402 Building Permit Services	520,000.00	520,000.00	199,207.99	56,624.46	0.00	320,792.01	38.3
500.461 Vehicle Maintenance	250.00	250.00	0.00	0.00	0.00	250.00	0.0
500.462 Fuel	1,000.00	1,000.00	125.34	46.80	0.00	874.66	12.5
500.463 Service Maintenance Contracts	2,220.00	2,220.00	2,638.52	429.40	0.00	-418.52	118.9
500.506 Printing & Binding	800.00	800.00	-81.30	-1.40	0.00	881.30	-10.2
500.508 Postage	6,000.00	6,000.00	1,284.61	349.46	0.00	4,715.39	21.4
500.510 Office Supplies	3,500.00	3,500.00	730.93	8.10	0.00	2,769.07	20.9
500.525 Uniform Expense	600.00	600.00	0.00	0.00	0.00	600.00	0.0
500.540 Dues & Subscriptions	2,000.00	2,000.00	513.40	0.00	0.00	1,486.60	25.7
500.545 Training	6,000.00	6,000.00	1,505.16	117.30	0.00	4,494.84	25.1
500.550 Operating Expenses	9,350.00	9,350.00	4,406.23	1,695.38	0.00	4,943.77	47.1
500.630 Cap Outlay Imp other than bldg	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
Development Services	1,435,589.00	1,435,589.00	554,181.21	123,568.06	15,000.00	866,407.79	39.6
Dept: 541.100 Mun Srvcs - Public Works Div							
500.120 Regular Salaries	845,096.00	845,096.00	409,811.04	64,780.44	0.00	435,284.96	48.5
500.140 Overtime Salaries	35,000.00	35,000.00	30,378.54	3,898.24	0.00	4,621.46	86.8
500.210 Employer FICA Taxes	64,700.00	64,700.00	33,184.92	5,160.70	0.00	31,515.08	51.3
500.220 Retirement	86,521.00	86,521.00	50,354.13	8,177.71	0.00	36,166.87	58.2
500.230 Group Insurance	238,858.00	238,858.00	115,985.36	14,499.14	0.00	122,872.64	48.6
500.315 Professional Services	25,000.00	25,000.00	28,104.54	9,160.79	0.00	-3,104.54	112.4
500.340 Sewer/Wastewater	12,500.00	12,500.00	7,373.66	878.11	0.00	5,126.34	59.0
500.345 Contractual Services	134,271.00	134,271.00	90,098.30	7,879.10	0.00	44,172.70	67.1
500.410 Communications	40,440.00	40,440.00	25,997.58	4,951.90	0.00	14,442.42	64.3
500.430 Electric Service	42,000.00	42,000.00	15,320.29	2,852.40	0.00	26,679.71	36.5
500.431 Water Service	120,000.00	120,000.00	58,377.88	11,821.32	0.00	61,622.12	48.6
500.433 Electic Service-Streets	60,000.00	60,000.00	24,677.79	4,286.61	0.00	35,322.21	41.1
500.445 Equip Rent/Lease	16,500.00	16,500.00	21,310.20	5,870.00	0.00	-4,810.20	129.2
500.460 Equipment Maintenance	23,000.00	23,000.00	12,111.06	1,777.74	0.00	10,888.94	52.7
500.461 Vehicle Maintenance	13,000.00	13,000.00	8,155.49	575.44	0.00	4,844.51	62.7
500.462 Fuel	18,000.00	18,000.00	12,880.01	2,918.06	0.00	5,119.99	71.6
500.463 Service Maintenance Contracts	12,776.00	12,776.00	6,648.85	2,571.60	0.00	6,127.15	52.0
500.470 Radio Maintenance	2,400.00	2,400.00	0.00	0.00	0.00	2,400.00	0.0
500.498 Storm Drain Rehab/Maint	50,000.00	50,000.00	8,223.00	1,983.00	0.00	41,777.00	16.4
500.508 Postage	300.00	300.00	383.51	0.00	0.00	-83.51	127.8
500.510 Office Supplies	2,000.00	2,000.00	650.74	0.00	0.00	1,349.26	32.5
500.520 Bldg. Maintenance	60,000.00	60,000.00	39,295.70	3,878.08	0.00	20,704.30	65.5
500.525 Uniform Expense	8,000.00	8,000.00	6,601.16	1,357.31	0.00	1,398.84	82.5
500.529 Street Light Maintenance	17,538.00	17,538.00	7,247.07	448.00	0.00	10,290.93	41.3
500.530 Street Maint Repair Supply	137,000.00	137,000.00	59,289.15	40,805.75	0.00	77,710.85	43.3
500.531 Grounds Maint/Landscaping	32,500.00	32,500.00	35,864.21	3,273.05	0.00	-3,364.21	110.4
500.532 Signs	10,000.00	10,000.00	3,562.36	1,117.50	0.00	6,437.64	35.6
500.534 Sidewalk Maint Repair	22,000.00	22,000.00	15,777.00	17.00	0.00	6,223.00	71.7
500.535 Flags	1,200.00	1,200.00	1,548.50	729.50	0.00	-348.50	129.0
500.540 Dues & Subscriptions	1,000.00	1,000.00	1,260.00	0.00	0.00	-260.00	126.0
500.545 Training	5,300.00	5,300.00	1,379.33	942.00	0.00	3,920.67	26.0
500.547 Hurricane Expenditure	25,000.00	25,000.00	287.50	0.00	0.00	24,712.50	1.2
500.550 Operating Expenses	55,000.00	55,000.00	48,361.33	11,838.30	0.00	6,638.67	87.9
500.624 Capital Outlay-Bldg. Improvemt	75,000.00	75,000.00	12,610.00	12,610.00	0.00	62,390.00	16.8
500.640 Capital Outlay - Equipt & Mach	26,500.00	26,500.00	5,392.50	0.00	0.00	21,107.50	20.3
500.644 Capital Outlay-Vehicles	289,500.00	289,500.00	32,578.49	29,418.60	0.00	256,921.51	11.3
Mun Srvcs - Public Works Div	2,607,900.00	2,607,900.00	1,231,081.19	260,477.39	0.00	1,376,818.81	47.2
Dept: 541.200 Mun Srvcs - Comm Stnds Div							
500.140 Overtime Salaries	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00	0.0

For the Period: 10/1/2019 to 3/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 001 - General Fund							
Expenditures							
Dept: 541.200 Mun Srvcs - Comm Stnds Div							
500.315 Professional Services	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.0
500.345 Contractual Services	134,271.00	134,271.00	0.00	0.00	0.00	134,271.00	0.0
500.410 Communications	14,400.00	14,400.00	0.00	0.00	0.00	14,400.00	0.0
Mun Srvcs - Comm Stnds Div	208,671.00	208,671.00	0.00	0.00	0.00	208,671.00	0.0
Dept: 572.000 Recreation							
500.311 Advertisements	3,150.00	3,150.00	1,688.00	97.50	0.00	1,462.00	53.6
500.342 Senior Rec. Ctr. Contract	79,631.00	79,631.00	37,065.48	6,177.58	0.00	42,565.52	46.5
500.343 Beach Maintenance Contract	264,000.00	264,000.00	114,177.00	20,500.00	0.00	149,823.00	43.2
500.345 Contractual Services	26,500.00	26,500.00	0.00	0.00	0.00	26,500.00	0.0
500.347 Programs	20,000.00	20,000.00	7,350.00	0.00	0.00	12,650.00	36.8
500.430 Electric Service	800.00	800.00	245.45	44.71	0.00	554.55	30.7
500.460 Equipment Maintenance	8,000.00	8,000.00	6,564.08	1,842.68	0.00	1,435.92	82.1
500.469 Buoy Maintenance	9,000.00	9,000.00	2,350.80	0.00	0.00	6,649.20	26.1
500.495 Special Events	114,100.00	114,100.00	40,583.73	305.00	0.00	73,516.27	35.6
500.510 Office Supplies	600.00	600.00	621.44	0.00	0.00	-21.44	103.6
500.520 Bldg. Maintenance	44,500.00	44,500.00	11,434.86	916.63	0.00	33,065.14	25.7
500.536 Sea Oats	12,000.00	12,000.00	8,269.89	0.00	0.00	3,730.11	68.9
500.550 Operating Expenses	82,000.00	82,000.00	56,314.90	7,099.73	0.00	25,685.10	68.7
500.640 Capital Outlay - Equipt & Mach	32,500.00	32,500.00	24,991.80	0.00	0.00	7,508.20	76.9
Recreation	696,781.00	696,781.00	311,657.43	36,983.83	0.00	385,123.57	44.7
Dept: 581.100 Interfund Transfers							
500.915 Transfer to Parking Fund	500,000.00	500,000.00	0.00	0.00	0.00	500,000.00	0.0
500.997 To Fire Fund - Ocean Patrol	13,000.00	13,000.00	6,500.00	3,250.00	0.00	6,500.00	50.0
Interfund Transfers	513,000.00	513,000.00	6,500.00	3,250.00	0.00	506,500.00	1.3
Expenditures	14,309,025.00	14,309,025.00	6,218,284.74	1,202,109.71	26,412.32	8,064,327.94	43.6

For the Period: 10/1/2019 to 3/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 101 - Special Revenue-Police Conf							
Revenues							
Dept: 306.000 Miscellaneous Revenues							
369.100 Miscellaneous Revenues	0.00	0.00	156.56	0.00	0.00	-156.56	0.0
Miscellaneous Revenues	0.00	0.00	156.56	0.00	0.00	-156.56	0.0
Revenues	0.00	0.00	156.56	0.00	0.00	-156.56	0.0

For the Period: 10/1/2019 to 3/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 115 - Fire Fund							
Revenues							
Dept: 000.000 Appropriated Fund Balance							
380.203 Appropriation fromFireFd/Veh R	231,393.00	231,393.00	0.00	0.00	0.00	231,393.00	0.0
Appropriated Fund Balance	231,393.00	231,393.00	0.00	0.00	0.00	231,393.00	0.0
Dept: 301.050 Fire Assessment							
311.200 Property Tax-Fire Assessment	1,033,754.00	1,033,754.00	939,699.09	19,588.78	0.00	94,054.91	90.9
Fire Assessment	1,033,754.00	1,033,754.00	939,699.09	19,588.78	0.00	94,054.91	90.9
Dept: 304.000 Charges for Services							
342.210 Fire Inspection Fees	33,000.00	33,000.00	34,454.74	289.00	0.00	-1,454.74	104.4
Charges for Services	33,000.00	33,000.00	34,454.74	289.00	0.00	-1,454.74	104.4
Dept: 306.000 Miscellaneous Revenues							
361.100 Interest Earnings	2,000.00	2,000.00	5,156.16	1,471.90	0.00	-3,156.16	257.8
Miscellaneous Revenues	2,000.00	2,000.00	5,156.16	1,471.90	0.00	-3,156.16	257.8
Dept: 581.100 Interfund Transfers							
381.105 Transfer from General Fund	13,000.00	13,000.00	6,500.00	3,250.00	0.00	6,500.00	50.0
Interfund Transfers	13,000.00	13,000.00	6,500.00	3,250.00	0.00	6,500.00	50.0
Revenues	1,313,147.00	1,313,147.00	985,809.99	24,599.68	0.00	327,337.01	75.1
Expenditures							
Dept: 522.000 Fire Department							
500.151 Fire Dept Pension	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
500.315 Professional Services	10,000.00	10,000.00	7,770.50	3,287.00	0.00	2,229.50	77.7
500.320 Audit Expense	7,000.00	7,000.00	4,500.00	4,000.00	0.00	2,500.00	64.3
500.345 Contractual Services	849,106.00	849,106.00	424,552.98	70,758.83	0.00	424,553.02	50.0
500.624 Capital Outlay-Bldg. Improvemt	369,041.00	369,041.00	7,667.50	-9,235.00	0.00	361,373.50	2.1
500.644 Capital Outlay-Vehicles	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0
500.912 Transfer to General Fund	22,000.00	22,000.00	11,000.00	5,500.00	0.00	11,000.00	50.0
Fire Department	1,313,147.00	1,313,147.00	455,490.98	74,310.83	0.00	857,656.02	34.7
Expenditures	1,313,147.00	1,313,147.00	455,490.98	74,310.83	0.00	857,656.02	34.7

For the Period: 10/1/2019 to 3/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 300 - Capital Project Fund							
Revenues							
Dept: 000.000 Appropriated Fund Balance							
380.200 Appropriated Fund Balance	1,700,000.00	1,700,000.00	0.00	0.00	0.00	1,700,000.00	0.0
380.204 Appropriated from El Mar Reser	300,000.00	300,000.00	0.00	0.00	0.00	300,000.00	0.0
Appropriated Fund Balance	2,000,000.00	2,000,000.00	0.00	0.00	0.00	2,000,000.00	0.0
Dept: 303.000 Intergovernmental Revenues							
334.928 Broward County-Palm Club Sewer	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0
Intergovernmental Revenues	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0
Dept: 306.000 Miscellaneous Revenues							
361.100 Interest Earnings	3,130.00	3,130.00	15,190.37	3,280.74	0.00	-12,060.37	485.3
361.104 Pompano Beach-Palm Club Sewer	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0
Miscellaneous Revenues	153,130.00	153,130.00	15,190.37	3,280.74	0.00	137,939.63	9.9
Revenues	2,303,130.00	2,303,130.00	15,190.37	3,280.74	0.00	2,287,939.63	0.7
Expenditures							
Dept: 519.000 General							
500.120 Regular Salaries	29,000.00	29,000.00	14,695.64	2,243.08	0.00	14,304.36	50.7
500.210 Employer FICA Taxes	2,330.00	2,330.00	1,097.25	171.60	0.00	1,232.75	47.1
500.220 Retirement	7,300.00	7,300.00	6,417.82	1,058.91	0.00	882.18	87.9
500.230 Group Insurance	4,500.00	4,500.00	2,184.71	576.92	0.00	2,315.29	48.5
500.315 Professional Services	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
500.497 Contingency	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
General	83,130.00	83,130.00	24,395.42	4,050.51	0.00	58,734.58	29.3
Dept: 519.153 Hibiscus- Seagrape to A1A							
500.630 Cap Outlay Imp other than bldg	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0
Hibiscus- Seagrape to A1A	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0
Dept: 519.154 Neighborhood Street Lighting							
500.630 Cap Outlay Imp other than bldg	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
Neighborhood Street Lighting	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
Dept: 519.162 Town Hall Complex							
500.631 Capital Outlay - ADA	65,000.00	65,000.00	0.00	0.00	63,543.00	1,457.00	97.8
Town Hall Complex	65,000.00	65,000.00	0.00	0.00	63,543.00	1,457.00	97.8
Dept: 534.167 A1A Streetscape: Comm'l to Dat							
500.630 Cap Outlay Imp other than bldg	380,000.00	380,000.00	0.00	0.00	0.00	380,000.00	0.0
A1A Streetscape: Comm'l to Dat	380,000.00	380,000.00	0.00	0.00	0.00	380,000.00	0.0
Dept: 534.169 A1A Commercial Street Lightin							
500.630 Cap Outlay Imp other than bldg	250,000.00	250,000.00	0.00	0.00	0.00	250,000.00	0.0
A1A Commercial Street Lightin	250,000.00	250,000.00	0.00	0.00	0.00	250,000.00	0.0
Dept: 545.161 Sidewalk Compliance Study							
500.630 Cap Outlay Imp other than bldg	20,000.00	20,000.00	8,531.94	5,080.26	0.00	11,468.06	42.7
Sidewalk Compliance Study	20,000.00	20,000.00	8,531.94	5,080.26	0.00	11,468.06	42.7
Dept: 559.023 Dredging Study							
500.630 Cap Outlay Imp other than bldg	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00	0.0
Dredging Study	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00	0.0
Dept: 559.024 East Terra Mar Drive							
500.630 Cap Outlay Imp other than bldg	700,000.00	700,000.00	39,810.39	1,300.56	0.00	660,189.61	5.7
East Terra Mar Drive	700,000.00	700,000.00	39,810.39	1,300.56	0.00	660,189.61	5.7
Dept: 559.025 Bel Air -Seawall Repair- East							

For the Period: 10/1/2019 to 3/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 300 - Capital Project Fund							
Expenditures							
Dept: 559.025 Bel Air -Seawall Repair- East							
500.630 Cap Outlay Imp other than bldg	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
Bel Air -Seawall Repair- East	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
Dept: 576.115 Datura Portal							
500.630 Cap Outlay Imp other than bldg	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00	0.0
Datura Portal	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00	0.0
Dept: 576.129 Palm Club Sewer							
500.630 Cap Outlay Imp other than bldg	400,000.00	400,000.00	76,453.99	50,461.25	0.00	323,546.01	19.1
Palm Club Sewer	400,000.00	400,000.00	76,453.99	50,461.25	0.00	323,546.01	19.1
Dept: 579.169 Greenway- El Mar Drive							
500.630 Cap Outlay Imp other than bldg	300,000.00	300,000.00	0.00	0.00	0.00	300,000.00	0.0
Greenway- El Mar Drive	300,000.00	300,000.00	0.00	0.00	0.00	300,000.00	0.0
Expenditures	2,683,130.00	2,683,130.00	149,191.74	60,892.58	63,543.00	2,470,395.26	7.9

For the Period: 10/1/2019 to 3/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Net Effect for Governmental Fund Type: PROP PROPRIETARY	-1,343,671.00	-1,343,671.00	4,655,951.83	-637,925.92	89,955.32	-5,909,667.51	
Fund: 103 - Sewer Fund							
Revenues							
Dept: 304.000 Charges for Services							
343.500 Sewer Fees	1,128,896.00	1,128,896.00	612,987.57	126,042.85	0.00	515,908.43	54.3
Charges for Services	1,128,896.00	1,128,896.00	612,987.57	126,042.85	0.00	515,908.43	54.3
Dept: 306.000 Miscellaneous Revenues							
361.100 Interest Earnings	2,000.00	2,000.00	4,952.21	1,094.95	0.00	-2,952.21	247.6
Miscellaneous Revenues	2,000.00	2,000.00	4,952.21	1,094.95	0.00	-2,952.21	247.6
Revenues	1,130,896.00	1,130,896.00	617,939.78	127,137.80	0.00	512,956.22	54.6
Expenditures							
Dept: 535.000 Sanitary Sewers							
500.120 Regular Salaries	76,200.00	76,200.00	37,400.30	5,905.11	0.00	38,799.70	49.1
500.140 Overtime Salaries	5,000.00	5,000.00	1,881.25	39.64	0.00	3,118.75	37.6
500.210 Employer FICA Taxes	5,900.00	5,900.00	2,842.87	453.24	0.00	3,057.13	48.2
500.220 Retirement	13,500.00	13,500.00	5,864.72	912.62	0.00	7,635.28	43.4
500.230 Group Insurance	9,307.00	9,307.00	4,683.29	675.50	0.00	4,623.71	50.3
500.315 Professional Services	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.0
500.340 Sewer/Wastewater	672,500.00	672,500.00	385,529.94	65,262.90	0.00	286,970.06	57.3
500.345 Contractual Services	17,689.00	17,689.00	8,634.06	1,439.01	0.00	9,054.94	48.8
500.430 Electric Service	16,210.00	16,210.00	6,864.37	1,973.11	0.00	9,345.63	42.3
500.431 Water Service	360.00	360.00	95.78	14.70	0.00	264.22	26.6
500.459 Sewer Line Maintenance	12,500.00	12,500.00	72,919.20	0.00	0.00	-60,419.20	583.4
500.465 Pump Station Maintenance	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
500.497 Contingency	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
500.550 Operating Expenses	1,750.00	1,750.00	862.26	175.00	0.00	887.74	49.3
500.630 Cap Outlay Imp other than bldg	150,180.00	150,180.00	0.00	0.00	0.00	150,180.00	0.0
500.640 Capital Outlay - Equipt & Mach	16,800.00	16,800.00	0.00	0.00	0.00	16,800.00	0.0
Sanitary Sewers	1,130,896.00	1,130,896.00	527,578.04	76,850.83	0.00	603,317.96	46.7
Expenditures	1,130,896.00	1,130,896.00	527,578.04	76,850.83	0.00	603,317.96	46.7

For the Period: 10/1/2019 to 3/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: PROP PROPRIETARY							
Fund: 310 - Parking Fund							
Revenues							
Dept: 000.000 Appropriated Fund Balance							
380.200 Appropriated Fund Balance	0.00	427,786.00	0.00	0.00	0.00	427,786.00	0.0
Appropriated Fund Balance	0.00	427,786.00	0.00	0.00	0.00	427,786.00	0.0
Dept: 302.000 Licenses & Permits							
313.101 PILOP Fee	8,000.00	8,000.00	11,710.10	0.00	0.00	-3,710.10	146.4
Licenses & Permits	8,000.00	8,000.00	11,710.10	0.00	0.00	-3,710.10	146.4
Dept: 304.000 Charges for Services							
344.500 Parking Permits	130,000.00	130,000.00	84,622.06	1,379.00	0.00	45,377.94	65.1
344.520 Parking Agreements	62,962.00	62,962.00	62,962.50	0.00	0.00	-0.50	100.0
344.551 South Ocean	150,000.00	150,000.00	85,484.02	14,292.29	0.00	64,515.98	57.0
344.552 Ocean Front Meters	270,000.00	270,000.00	174,634.24	30,648.04	0.00	95,365.76	64.7
344.553 Commmercial Blvd. Meters	200,000.00	200,000.00	107,416.40	9,657.09	0.00	92,583.60	53.7
344.554 Parking Meters - Beach	330,000.00	330,000.00	134,448.45	18,434.53	0.00	195,551.55	40.7
344.556 El Prado Parking Lot	301,000.00	301,000.00	188,231.93	30,869.93	0.00	112,768.07	62.5
344.558 Town Hall Parking Lot	15,000.00	15,000.00	4,500.13	1,186.93	0.00	10,499.87	30.0
344.559 El Mar Parking Lot	195,000.00	195,000.00	117,402.25	14,281.21	0.00	77,597.75	60.2
344.560 A1A Parking Lot	350,000.00	350,000.00	196,605.93	32,234.64	0.00	153,394.07	56.2
344.563 Bougainvilla/ Poinciana	90,000.00	90,000.00	56,604.24	10,709.05	0.00	33,395.76	62.9
344.564 Eastward Strand Parking Spaces	0.00	0.00	30,540.24	4,892.61	0.00	-30,540.24	0.0
Charges for Services	2,093,962.00	2,093,962.00	1,243,452.39	168,585.32	0.00	850,509.61	59.4
Dept: 305.000 Fines & Forfeitures							
354.100 Parking Fines	75,000.00	75,000.00	70,540.34	13,270.00	0.00	4,459.66	94.1
Fines & Forfeitures	75,000.00	75,000.00	70,540.34	13,270.00	0.00	4,459.66	94.1
Dept: 306.000 Miscellaneous Revenues							
361.100 Interest Earnings	600.00	600.00	18,473.05	4,197.12	0.00	-17,873.05	3078.8
Miscellaneous Revenues	600.00	600.00	18,473.05	4,197.12	0.00	-17,873.05	3,078.8
Revenues	2,177,562.00	2,605,348.00	1,344,175.88	186,052.44	0.00	1,261,172.12	51.6
Expenditures							
Dept: 545.000 Parking Operations							
500.120 Regular Salaries	151,670.00	151,670.00	71,256.68	11,703.23	0.00	80,413.32	47.0
500.140 Overtime Salaries	2,000.00	2,000.00	1,561.50	72.95	0.00	438.50	78.1
500.210 Employer FICA Taxes	11,650.00	11,650.00	5,257.72	879.26	0.00	6,392.28	45.1
500.220 Retirement	18,300.00	18,300.00	8,297.27	832.69	0.00	10,002.73	45.3
500.230 Group Insurance	38,298.00	38,298.00	19,748.16	3,049.13	0.00	18,549.84	51.6
500.345 Contractual Services	356,617.00	356,617.00	158,096.06	25,744.10	0.00	198,520.94	44.3
500.353 Parking Alternatives	201,000.00	201,000.00	83,724.20	8,807.17	0.00	117,275.80	41.7
500.410 Communications	8,316.00	8,316.00	512.41	90.68	0.00	7,803.59	6.2
500.430 Electric Service	4,158.00	4,158.00	2,001.40	374.94	0.00	2,156.60	48.1
500.431 Water Service	16,500.00	16,500.00	10,244.30	1,679.76	0.00	6,255.70	62.1
500.445 Equip Rent/Lease	21,871.00	21,871.00	0.00	0.00	0.00	21,871.00	0.0
500.461 Vehicle Maintenance	5,000.00	5,000.00	2,368.65	142.00	0.00	2,631.35	47.4
500.462 Fuel	600.00	600.00	2,039.45	413.82	0.00	-1,439.45	339.9
500.463 Service Maintenance Contracts	24,750.00	24,750.00	16,470.00	0.00	0.00	8,280.00	66.5
500.497 Contingency	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.0
500.506 Printing & Binding	6,000.00	6,000.00	220.00	0.00	0.00	5,780.00	3.7
500.508 Postage	2,000.00	2,000.00	379.19	61.17	0.00	1,620.81	19.0
500.510 Office Supplies	1,000.00	1,000.00	272.93	73.53	0.00	727.07	27.3
500.525 Uniform Expense	1,665.00	1,665.00	818.54	407.68	0.00	846.46	49.2
500.532 Signs	8,000.00	8,000.00	5,971.44	322.00	0.00	2,028.56	74.6
500.533 Parking Meter Parts-Supplies	65,100.00	65,100.00	51,130.59	304.79	0.00	13,969.41	78.5
500.545 Training	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
500.550 Operating Expenses	20,000.00	20,000.00	9,382.59	415.81	0.00	10,617.41	46.9
500.630 Cap Outlay Imp other than bldg	393,460.00	821,246.00	154,188.00	2,250.00	264,204.61	402,853.39	50.9
500.640 Capital Outlay - Equipt & Mach	75,190.00	75,190.00	45,503.00	4,884.00	0.00	29,687.00	60.5

For the Period: 10/1/2019 to 3/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: PROP PROPRIETARY							
Fund: 310 - Parking Fund							
Expenditures							
Dept: 545.000 Parking Operations							
500.644 Capital Outlay-Vehicles	18,000.00	18,000.00	0.00	0.00	0.00	18,000.00	0.0
Parking Operations	1,478,645.00	1,906,431.00	649,444.08	62,508.71	264,204.61	992,782.31	47.9
Dept: 581.100 Interfund Transfers							
500.912 Transfer to General Fund	698,917.00	698,917.00	349,458.50	174,729.25	0.00	349,458.50	50.0
Interfund Transfers	698,917.00	698,917.00	349,458.50	174,729.25	0.00	349,458.50	50.0
Expenditures	2,177,562.00	2,605,348.00	998,902.58	237,237.96	264,204.61	1,342,240.81	48.5
Net Effect for PROPRIETARY	0.00	0.00	435,635.04	-898.55	264,204.61	-171,430.43	
Grand Total Net Effect:	-1,343,671.00	-1,343,671.00	5,091,586.87	-638,824.47	354,159.93	-6,081,097.94	

Town of Lauderdale-by-the-Sea
Cash and Investment Report
as of March
2020

Bank / Other	GL No.	Bank No.	Account Name	Account Type	Bank/ Pool	Balance 3/31/2020	Interest/ Avg % Yield	Interest/Chg Mkt Value	Interest/ Year to Date
			001 General Fund:						
SunTrust	101.000	8015	Master Account	Advantage NOW	SunTrust	9,751,867.68	1.00%	10,047.05	58,482.40
SunTrust	101.009	6876	Emergency Reserve	Advantage NOW	SunTrust	2,500,000.00	1.00%	Included Above	Included Above
			GENERAL FUND	BANK SUBTOTAL		12,251,867.68		10,047.05	58,482.40
SBA	101.300	1471-A	General Fund Invest Acct A	SBA Invest Pool	SBA	173,244.26	1.36%	199.98	1,296.60
SBA	101.400	1472-A	Emergency Reserves Acct A	SBA Invest Pool	SBA	84,051.69	1.36%	97.03	746.37
			GENERAL FUND	SBA SUBTOTAL		257,295.95		297.01	2,042.97
			GENERAL FUND	GRAND TOTAL		12,509,163.63		10,344.06	60,525.37
			101 Police Forfeiture & Training						
SunTrust	101.100	9613	Police Forfeiture Fund	Advantage NOW	SunTrust	13,743.03	1.00%	Included Above	Included Above
			POLICE FUND	TOTAL		13,743.03		**0.00**	0.00
			103 Sewer Enterprise Fund						
SunTrust	101.105	9999	Cash	Advantage NOW	SunTrust	1,361,147.98	1.00%	1,094.95	4,952.21
			SEWER FUND	TOTAL		1,361,147.98		1,094.95	4,952.21
			115 Fire Fund:						
SunTrust	101.109	5379	Fire Fund Account	Advantage NOW	SunTrust	1,824,935.80	1.00%	1,471.90	5,156.16
			FIRE FUND	GRAND TOTAL		1,824,935.80		1,471.90	5,156.16
			300 Capital Improvement Fund:						
SunTrust	101.115	0010	Cash	Advantage NOW	SunTrust	4,121,429.32	1.00%	3,280.74	15,190.37
			CAPITAL IMPROVEMENT FUND	TOTAL		4,121,429.32		3,280.74	15,190.37
			310 Parking Improvement Fund						
SunTrust	101.125	0120	Parking Improvement Account	Advantage NOW	SunTrust	5,144,609.27	1.00%	4,179.97	18,416.26
SunTrust	101.128	8554	PILOP Account	Advantage NOW	SunTrust	21,771.00	1.00%	17.15	56.79
			PARKING FUND	TOTAL		5,166,380.27		4,197.12	18,473.05
			ALL FUNDS	GRAND TOTAL		24,996,800.03		20,388.77	104,297.16

Town of Lauderdale-by-the-Sea
Cash and Investment Report
as of March
2020

Summary by Investment Type	Amount	Percent
Interest Bearing Checking	24,739,504.08	99%
Non-interest Bearing Checking	0.00	0%
SBA Trust Fund/Pools	257,295.95	1%
Repurchase Agreements	0.00	0%
Money Market Funds	0.00	0%
U.S. Securities/Treasuries	0.00	0%
U.S. Federal Agencies	0.00	0%
Federal Instrumentalities	0.00	0%
GRAND TOTAL	24,996,800.03	100%

Summary by Fund		Amount	Percent
101.000/101-400	General Fund	12,509,163.63	50%
	Police Fund	13,743.03	0%
	Sewer Fund	1,361,147.98	5%
	Fire Fund	1,824,935.80	7%
	Capital Improvement Fund	4,121,429.32	16%
	Parking Fund	5,166,380.27	21%
	GRAND TOTAL	24,996,800.03	100%

Summary by Bank/Pool	Amount	Percent
SunTrust	24,739,504.08	99%
Florida Prime/State Board of Admin.	257,295.95	1%
GRAND TOTAL	24,996,800.03	100%

Town Commission Agenda Item Report

Meeting Date: May 26, 2020
Submitted by: Tedra Allen
Submitting Department: Administration
Item Type: Minutes
Agenda Section: APPROVAL OF MINUTES

Subject Title:
April 28, 2020 Town Commission Meeting Minutes
May 12, 2020 Town Commission Meeting Minutes

Explanation:
April 28, 2020 Town Commission Meeting Minutes
May 12, 2020 Town Commission Meeting Minutes

Recommendation:
Approve/Accept

Attachments:
1. April 28, 2020 Town Commission Meeting Minutes
2. May 12, 2020 Town Commission Meeting Minutes

MEETING MINUTES
TOWN OF LAUDERDALE-BY-THE-SEA
TOWN COMMISSION
VIRTUAL REGULAR MEETING MINUTES
Jarvis Hall
4505 Ocean Drive
Tuesday, April 14, 2020
6:30 PM

1. CALL TO ORDER

Mayor Chris Vincent called the meeting to order at 6:34 p.m. Also present via teleconference were Vice Mayor Alfred "Buz" Oldaker, Commissioner Edmund Malkoon, Commissioner Elliot Sokolow, Commissioner Randy Strauss, Town Manager Bill Vance, Town Attorney Susan L. Trevarthen, Assistant to the Town Manager Neysa Herrera, Finance Director Lucila Lang, Municipal Services Director Ken Rubach, Town Engineer Jay Flynn, Development Services Director Linda Connors, Public Information Officer Steve d'Oliveira, and Town Clerk Tedra Allen.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. INVOCATION – Moment of Silence

All present observed a moment of silence.

4. ADDITIONS, DELETIONS, DEFERRALS OF AGENDA ITEMS

None.

5. PRESENTATIONS

None.

6. PUBLIC COMMENTS

Town Clerk Tedra Allen read the following public comments:

- Stuart Dodd, resident, proposed that the Commission consider offering free parking for one to two months beyond the reopening of Town beaches and restaurants to accelerate the recovery of businesses
- Barbara Cole, resident, requested that the Mayor provide weekly video updates regarding the COVID-19 pandemic and the Town's progress toward reopening

- Mark Silver, resident, commended Town Staff and Special Projects Coordinator Debbie Hime in particular for their marketing efforts to help local businesses, and recommended expanding these efforts after reopening

With no other individuals submitting comments at this time, Mayor Vincent closed public comment.

7. PUBLIC SAFETY DISCUSSION

None.

8. TOWN MANAGER REPORT

8.a February Finance Report (Lucila Lang, Finance Director)

Town Manager Bill Vance advised that the Town's General Fund includes nearly $5 million at present, while the Sewer Fund has over $40,000. The Fire Fund contains approximately $600,000 for the current fiscal year, and the Parking Fund has $400,000. Finance Director Lucila Lang added that the Town has received $281,000 in ad valorem taxes during the month of April 2020.

Commissioner Sokolow asked if the state has given any indication of the expected decrease in shared gas and sales tax revenues. Town Manager Vance replied that he and Finance Director Lang are operating as if the Town will not receive any funds from these sources for the rest of the year. They have submitted a document identifying the Town's anticipated loss of revenue at roughly $1.5 million for 2020. This document will be provided to County and federal representation, which will attempt to provide for state and local governments to offset this lost revenue.

8.b 1st Quarter Welcome Center Report (Eva Marissa)

The Commissioners accepted the report without discussion.

8.c LBTS Marketing Update (Debbie Hime, Special Projects Coordinator)

Special Projects Coordinator Debbie Hime reported that she is using the current economic slowdown to strengthen the Town's core marketing. This has included "Rediscover LBTS" efforts to promote restaurant takeout and delivery to local residents living within a two-mile radius of Town restaurants. The next step promotes the Town's

online retailers to residents within a five-mile radius, which has led to a significant response on the Town's shopping page. A print brochure created by CTM has brought more inquiries to the Visitors' Center than any previous promotional materials.

The Town's local, national, and international partnerships continue to prepare for recovery from the pandemic. Social media continues to reach its target market of couples and families in the 35-54 age range. Special Projects Coordinator Hime advised that the Town is seeking to enhance content from local businesses by building a complementary marketing platform. The Town also plans to create a business services alliance that will assist smaller businesses online with links to vendors, shared knowledge, and other resources.

Mayor Vincent suggested that the Town's marketing plan include a safety component to highlight Lauderdale-By-The-Sea as a safe destination after reopening, emphasizing that the Town will follow guidelines established by the Centers for Disease Control (CDC).

8.d Town Manager Report (Bill Vance, Town Manager)

Assistant to the Town Manager Neysa Herrera reported that Broward, Miami-Dade, and Palm Beach Counties have indicated that certain facilities, such as golf courses, private pools, marinas, parks, and boat ramps may be reopened with restrictions beginning this week.

The Town is now offering online building permitting services. Instructions on use of this platform may be found on the Building Department page on the Town's website.

Florida Governor Ron DeSantis has extended his restriction of the use of vacation rental properties through April 30, 2020. It is not yet known whether this order may be extended further.

The Pelican Hopper continues to provide service on Mondays, Wednesdays, and Fridays. Limousine Service of South Florida, the contract provider, disinfects the vehicles each day and monitors the health of all employees within their facilities. Drivers wear masks and gloves, and riders are required to wear masks when entering the vehicle.

Town Staff continues to encourage residents to sign up for “Notify Me” service, which will keep them apprised of news updates from the Town and other research related to the COVID-19 crisis.

Residents are strongly urged to fill out their U.S. Census forms. The Town’s response rate has increased to 36%, although it still lags behind the County’s response rate. Census information helps determine the amount of federal assistance the Town may receive in the future.

The survey for the El Mar Drive project received 638 responses through public outreach. This project will be further discussed during tonight’s meeting when EDSA evaluates the results. The Friedt Park courtyard improvements are currently underway, with construction fencing installed and old pavers removed.

Municipal Services Director Ken Rubach has worked with the Florida Department of Transportation (FDOT) to reconfigure the crosswalk at A1A and Hibiscus Avenue. Due to changes, the plan for completion of this work in April 2020 has been delayed. Updates will be provided once more information is available.

The Palm Club septic-to-sewer project design has reached 50%, and design plans will be sent to the Palm Club residents’ working group and the Palm Club Homeowners’ Association for comment. A website for this project is currently under construction.

Other municipal projects include:

- Maintenance on Town roads and parking infrastructure by Municipal and Parking Services Staff
- Painting, roof cleaning, and reconditioning of public restroom floors at Friedt Park has been completed
- A hand sanitizing station has been installed at the Public Safety building
- Surveys necessary for the permitting of five new bus shelters have been authorized; these shelters will be paid for using Broward County transportation surtax funds

Town Staff, the Chamber of Commerce, and the Lodging Association have begun a work group to generate ideas for the marketing of events to support Town businesses during the COVID-19 pandemic. This has led to the creation of the LBTS Online Retail Business landing page.

Town Manager Vance advised that fiscal year (FY) 2020 Capital Improvement Program (CIP) efforts are related to design. Nearly all construction permits have been received for the Terra Mar Island stormwater project; however, because this project could exceed $800,000, Staff and the construction team do not recommend moving forward with this project at present.

Because beach and dine-in restaurant destinations are closed, the Town is dedicated to support takeout opportunities. There is no parking enforcement at present. This situation will be monitored over the next two months and the Commission will be apprised of any changes.

Vice Mayor Oldaker requested an update on the ongoing canal dredging study. Municipal Services Director Ken Rubach replied that this survey is currently in its first data collection phase. Updates will be provided through the Town Manager Report once it becomes available.

Vice Mayor Oldaker also asked for additional information regarding vacation rentals. It was clarified that the Governor's Executive Order prohibits new vacation rental tenants from renting these properties, although parties already occupying vacation rentals may continue to do so. Development Services Director Linda Connors advised that Staff is researching all advertisements on vacation rental websites to document registered and unregistered properties.

The Town is also monitoring the use of vacation rentals in compliance with the Governor's Executive Order. The Florida Bureau of Business and Professional Regulations has been informed of any properties the Town believes to be in violation of the Executive Order.

9. TOWN ATTORNEY REPORT

Town Attorney Susan Trevarthen stated that she has received inquiries in recent months with respect to potential Town Charter Amendments. The deadline by which any such Amendments must be submitted to the Broward County Supervisor of Elections is June 8, 2020. If the Town wishes to move forward with any proposed Amendments on the November ballot, the process of drafting these items for first and second readings would need to begin at the May 12, 2020 Commission meeting.

Mayor Vincent recalled that there had been discussion of the illegal nonconforming structures at the Town's gateway entrances on El Mar Drive. There had also been a

proposal during Public Comment to increase the Mayor's term from two to four years. Town Attorney Trevarthen added that Public Comment had also addressed the ability of a Commissioner to resign and run for Mayor.

The Commissioners discussed the possible ballot measures, with Commissioner Malkoon suggesting that any change not be specific to a single property but include gateway properties on the north and south sides of El Mar Drive. He had proposed that any future construction on those properties be permitted to build to the current height of five stories. There was no desire to make similar changes for non-gateway properties.

Town Attorney Trevarthen addressed the proposal of lengthening the Mayor's term of office, pointing out that a four-year mayoral term would mean one election cycle with only two candidates on the ballot, which would not allow for a vote to completely change the Commission's majority.

The Commission agreed by unanimous consensus to proceed with a proposal to amend the height permitted on El Mar Drive gateway properties.

10. APPROVAL OF MINUTES

None.

11. CONSENT AGENDA

11.a Tree Trimming Contract (Ken Rubach, Municipal Services Director)

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

12. OLD BUSINESS

12.a El Mar Drive Project – Public Participation Meeting #1 (Linda Connors, Development Services Director)

Jeff Suiter of EDSA reported that there were over 600 responses to the El Mar Drive project survey from residents, business owners, and property owners. The survey was available online from April 15-25, 2020, and was advertised through signage, social media, and the project's webpage, www.lbtselmar.com . EDSA is currently working through the information received, with the goal of issuing a high-level executive

summary of the comments by Friday, May 1, 2020. A survey team is collecting data on El Mar Drive so their information can be combined with the public participation responses during the design process.

Meredith Berry of EDSA reviewed the survey results, stating that many residents asserted they are happy with the street as it currently exists, although some would prefer wider sidewalks and improved lighting. They also expressed concern with speeding on the roadway. Questions regarding the incorporation of signage were evenly divided.

Primary activities on El Mar Drive included walking and running, bicycling, and walking dogs. One area of focus will be improving the pedestrian environment through lighting and sidewalk improvements. 70% of respondents felt only one lane of vehicular traffic in each direction would be sufficient; however, parking and the needs of delivery vehicles will also need to be factored into the design.

The most important aspects of El Mar Drive were identified as wider sidewalks, lighting, and landscaping, followed by planning for underground utilities, improved bicycle circulation, and enhanced pedestrian safety at crossings. The next round of public participation will inform the project's design phase.

Development Services Director Connors advised that the project website is still active and will be used to post additional updates and survey results. She thanked Municipal Services Director Rubach and Town Engineer Jay Flynn for their assistance to the EDSA team.

13. NEW BUSINESS

13.a Unsafe Structure – 4116 Ocean Drive (Linda Connors, Development Services Director)

Development Services Director Connors stated that the Town's Building Official had reviewed the property at 4116 Ocean Drive and determined that it met the criteria for an unsafe structure (report attached). The next step will be to submit the report to the Broward County Unsafe Structures Board for review and a determination. Should that Board find the structure unsafe as well, one option for the Town may be to require it to be demolished. Due to the COVID-19 pandemic, the Unsafe Structures Board has not recently met and will inform the Town when a meeting has been scheduled.

Town Manager Vance commented that the razing and removal of the subject building within the next 12 months could be a very positive step for the Town. It may be possible to reach a mutually beneficial agreement with the property owner to expedite the demolition of the building. Mayor Vincent asserted his support for the Town Manager's efforts to resolve this issue.

Commissioner Sokolow asked if there is a way to encourage the Unsafe Structures Board to meet again and help address this problem. Town Attorney Trevarthen replied that the Town can put greater pressure on that advisory body to meet, although she noted that a virtual meeting format may be more difficult in cases where proceedings are contested and evidence presented. There is no way for the Town to mandate a meeting of this board. If the property owner is unsatisfied with the findings of the Unsafe Structures Board, s/he may challenge the outcome.

13.b Community Center Manager Position (Bill Vance, Town Manager)

Town Manager Vance advised that he had initiated negotiations with Community Center Manager Armilio Bien-Aime to consider offering him a full-time Town position. Mr. Bien-Aime, however, has indicated that his current preference is to continue as an independent contractor to the Town.

14. COMMISSIONER COMMENTS

Commissioner Malkoon thanked the Mayor and his fellow Commissioners for their service as a voice for the Town with Broward County during discussions of the ongoing COVID-19 pandemic. He noted that while some relaxation of restrictions will soon take effect, residents are reminded that new cases of the coronavirus are reported daily and it is in the Town's best interest to remain vigilant and continue safety precautions.

Commissioner Sokolow advised that he hoped the Broward County Board of County Commissioners will see the wisdom of loosening restrictions on the use of local beaches.

Commissioner Strauss also commented positively on the possible reopening of local beaches, within reasonable restrictions. He strongly encouraged participation in the 2020 census.

Vice Mayor Oldaker thanked Town residents for taking safety precautions seriously, as well as Town Staff for continuing to carry out Town business without full-time access to Town Hall.

Mayor Vincent addressed Broward County Administrator's Order 20-08, which will also be posted on the Town's website. He emphasized that Lauderdale-By-The-Sea will continue to adhere to CDC guidelines during the phased reopening of the following facilities:

- Parks: private parks will be governed by the municipalities in which they are located
- Pools, pool decks, and hot tubs: these facilities will remain closed pursuant to Emergency Order 20-05 (does not apply to facilities within multi-family, condominium, single-family, or housing developments, which must continue to comply with CDC guidelines)
- Beaches: in accordance with the Governor's Executive Order 20-90, all Broward County beaches shall remain closed until further notice without exception
- The Broward Sheriff's Office (BSO) and other law enforcement agencies, including municipal agencies, are authorized to enforce Emergency Orders

Mayor Vincent noted that the use of tennis courts is currently restricted to singles matches only.

15. ORDINANCES 1ST READING

None.

16. ORDINANCES 2ND READING

None.

17. RESOLUTIONS – PUBLIC COMMENTS

17.a Resolution 2020-18 – A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, PROVIDING FOR THE APPOINTMENT OF MEMBERS TO THE AUDIT COMMITTEE; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE

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

The following individuals were named to the Audit Committee and its alternate membership:

- Ken Brenner
- Jill Bonin
- Howard Goldberg
- Jeff Yocom (Alternate)

Vice Mayor Oldaker made a motion, seconded by Commissioner Sokolow, to appoint the above individuals as members and alternates of the Audit Committee. 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 8:07 p.m.

_____

Mayor Chris Vincent

ATTEST:

_____ _____

Town Clerk Tedra Allen Date

MEETING MINUTES
TOWN OF LAUDERDALE-BY-THE-SEA
TOWN COMMISSION
VIRTUAL REGULAR MEETING MINUTES
Jarvis Hall
4505 Ocean Drive
Tuesday, May 12, 2020
6:30 PM

1. CALL TO ORDER

Mayor Chris Vincent called the meeting to order at 6:31 p.m. Also present via teleconference were Vice Mayor Alfred "Buz" Oldaker, Commissioner Edmund Malkoon, Commissioner Eliot Sokolow, Commissioner Randy Strauss, Town Manager Bill Vance, Town Attorney Susan L. Trevarthen, Assistant to the Town Manager Neysa Herrera, Finance Director Lucila Lang, Municipal Services Director Ken Rubach, Town Engineer Jay Flynn, Development Services Director Linda Connors, Public Information Officer Steve d'Oliveira, and Town Clerk Tedra Allen.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. INVOCATION – Moment of Silence

All present observed a moment of silence.

4. ADDITIONS, DELETIONS, DEFERRALS OF AGENDA ITEMS

Mayor Vincent requested that consideration of bringing in an outside logistics company to assist with Downtown reopening be added as Item 13.c. He also asked that Item 15.b be tabled indefinitely following discussion of the Item between the Commission, the Town Manager, and the Town Attorney.

Town Attorney Trevarthen recalled that in January 2020, when Concord Wilshire had expressed interest in developing one of the Town's gateway properties, there had been discussion at the January 14, 2020 Commission meeting of how to preserve nonconforming height. One concept discussed at that time was consideration of a Charter Amendment that would allow retention of nonconforming height, even if an existing structure was demolished prior to approval of another Site Plan. Town Attorney Trevarthen emphasized that such an Amendment would not be within the Commission's control, but would require a ballot initiative and voter approval.

At the April 28, 2020 meeting, the Town Attorney had brought this issue before the Commission due to the approaching deadline for inclusion of referenda on the November 2020 ballot. At the Commission's direction, Town Attorney Trevarthen had prepared a draft Ordinance for first reading at tonight's meeting, which addressed height limits of the gateway properties.

Since the draft was written, the Broward County Supervisor of Elections has extended the deadline by which ballot initiatives must be submitted for inclusion on the November ballot. The new deadline is July 17, 2020. Town Attorney Trevarthen noted that the Town's Charter only permits consideration of Charter Amendments during regular elections, which means there would be a substantial period of time before the item could be considered again.

Mayor Vincent recommended that in the future, any draft Ordinance addressing issues of significant magnitude be discussed by the Town Manager and the Commission before it is placed on an Agenda to ensure clear understanding of the item.

Commissioner Sokolow pointed out that there seems to be widespread misunderstanding of the Item in question by the public, particularly the fact that the proposed change would be limited to the Town's gateway properties. He felt the Commission should advise the Town Attorney of what they would like the Ordinance to include rather than tabling the Item indefinitely. He did not recommend tabling the Item for more than two weeks, as he felt letting the deadline pass would be a mistake.

Town Manager Bill Vance stated that his understanding had been that the Item was sponsored by the Commission to bring about a referendum on height regulations. He assured the Commissioners that before an Item of similar significance came forward in the future, he would seek additional feedback from them before including it on the Agenda.

Vice Mayor Oldaker commented that the Item has been raised at multiple Commission meetings prior to tonight's meeting. He reiterated that it was placed on tonight's Agenda in order to provide two public readings prior to its submission for inclusion on the November 2020 ballot, but agreed that the Item could not move forward with the current level of misunderstanding.

Commissioner Malkoon recalled that the original discussion of this Item at a previous meeting had applied only to a specific property, as any structure erected on that property would have economic significance to the Town and its businesses. As the

Town Attorney had advised it could be inappropriate to limit this concept to a single property, the concept of applying it to north and south gateways was discussed. He felt if the Item is brought back at a subsequent meeting, the draft Ordinance must clearly define its limits.

Commissioner Malkoon also recommended that the Commission receive meeting Agendas further in advance of scheduled meetings so they are not caught off guard by any Items. Town Manager Vance confirmed that the Agenda packets can be sent out earlier so the Commissioners have additional review time.

Commissioner Strauss advised that it could be preferable to delay the Item until the first meeting in June 2020 so there can be robust discussion of the proposed Ordinance. Mayor Vincent stated that there was no rush to bring the Item back.

Commissioner Sokolow made a motion to place Item 15.b back on the Agenda for the first Commission meeting in June. [The motion died for lack of second.]

Commissioner Strauss made a motion, seconded by Vice Mayor Oldaker, to table Item 15.b indefinitely. Motion carried 4-1 (Commissioner Sokolow dissenting).

Town Manager Vance advised that he would not bring this Item back on any future Agenda unless it is a sponsored Item.

Town Attorney Trevarthen noted that there had been feedback from one of the Town's communications providers regarding Agenda Item 15.a, and recommended that it be deferred to a date not certain to allow for this dialogue. The Commissioners agreed to this deferral by unanimous consensus.

5. PRESENTATIONS

5.a Proclamation for "National Police Week" and "National Peace Officers Memorial Day" (Captain Thomas Palmer, BSO)

Mayor Vincent and Captain Thomas Palmer of the Broward Sheriff's Office (BSO) read a Proclamation recognizing May 15, 2020 as National Peace Officers Memorial Day and the week of May 10-16, 2020 as National Police Week.

6. PUBLIC COMMENTS

Town Clerk Tedra Allen read the following public comments:

- Barbara Cole, resident, expressed condolences to the family of former Commissioner Charles "Chuck" Clark, who recently passed away; she also thanked Reverend George Hunsaker, who recently moved from Lauderdale-By-The-Sea, for his years of service to the Town
- Stuart Dodd, resident, stated his opposition to Item 15.b, adding that he felt the proposed ballot initiative should be a simple "Yes" or "No" question
- Mary Hayes-Macaluso, resident, also opposed Item 15.b, as she felt the Town's height and zoning restrictions protect its charm and atmosphere
- Dorothy Seibert, resident, also opposed Item 15.b, which she cautioned would give specific properties an economic advantage not afforded to all property owners
- William Sturm, resident, also opposed Item 15.b, which he felt was too broadly written and should only apply to the former Holiday Inn property on the west side of El Mar Drive
- Suzanne Kenseth, resident, also opposed Item 15.b, which she felt would erode the Town's small-town charm
- Toni Rollins, resident, also opposed Item 15.b, objecting to any change in the Town's height restrictions
- Kathleen O'Rourke, resident, also opposed Item 15.b, noting that the Town takes pride in its differences from nearby larger communities
- Mark T. Stern, resident, also opposed Item 15.b, as he felt changes to height restrictions should be tied to specific lots on which previous nonconforming buildings existed
- Roseann Minnet, resident, extended her condolences to the family of former Commissioner Chuck Clark
- Holly Schaefer, resident, opposed Item 15.b, requesting that the Town reject any proposals to build to a height greater than five stories

With no other individuals submitting comments at this time, Mayor Vincent closed public comment.

7. PUBLIC SAFETY DISCUSSION

7.a BSO April 2020 Report (Captain Thomas Palmer, BSO)

Captain Palmer recognized Deputy Michael Kratz as BSO's Employee of the Month.

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

7.b VFD April 2020 Report (Chief Judson Hopping, VFD)

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

7.c AMR April 2020 Report (Chief Brooke Liddle, AMR)

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

8. TOWN MANAGER REPORT

8.a Town Manager Report (Bill Vance, Town Manager)

Assistant to the Town Manager Neysa Herrera provided the Town Manager Report. The driver of the Pelican Hopper, Dennis Royes, for 15 years and has recently decided to retire. Town Staff thanked him for his outstanding service and commitment to the Town, which will be recognized with a Proclamation at the May 26, 2020 Commission meeting.

The Town's response rate to the U.S. Census continues to increase but is still lower than the County and state averages. The deadline to submit responses has been extended to October 31, 2020. The form is available at www.my2020census.gov. Any letters received by residents with incorrect Town addresses are due to cost-saving measures to streamline the delivery process and should not be a concern.

The Town has received a report from auditors Grau and Associates with no findings. The Finance Department is preparing the Town's comprehensive financial report, which is expected to be completed in June.

The Broward Metropolitan Planning Organization (MPO) will present a list of recommended transportation projects to the County's Oversight Board for consideration on May 22, 2020. If approved, these projects will be funded using Broward County transportation surtax dollars. The two Lauderdale-By-The-Sea projects recommended for funding are:

- El Mar Drive improvement design at $240,000
- Bicycle infrastructure design at $360,000

If the Oversight Board deems these projects eligible for surtax funding, the MPO will recommend that the Broward County Board of County Commissioners approve the funding allocation.

Additional funding opportunities include the U.S. Department of Justice (DOJ) coronavirus emergency supplemental funding program. The Town is eligible to receive $50,000 through this program to cover preparation and response to the COVID-19 pandemic. The application deadline for these funds is May 29, 2020.

The Florida Department of Economic Opportunity (DEO) has also begun the Community Development Block Grant (CDBG) Mitigation Critical Facilities Hardening Program, which will run through June 30, 2020. These funds may be used to harden public safety buildings. The Town is pursuing this funding with assistance from a consultant.

The El Mar Drive project continues to move forward, with the survey data report and analysis posted to the project's website, www.lbtselmar.com . Town Staff is working with consultant EDSA to schedule additional public outreach.

The Town's canal dredging study has begun and a bathometric survey has been completed. No areas of immediate concern were identified through the initial survey. A benthic survey is anticipated to begin in June.

The Stormwater Master Plan update is underway and Staff is encouraging residents to fill out a survey. The data collected from this survey will help identify areas to be included in the Capital Improvement Program (CIP) plan. The deadline for submission of these surveys is May 31, 2020.

Other projects include:

- South A1A median landscaping (mulching and weeding underway)
- Survey for five bus shelters (completed, with building permits to be submitted)
- Installation of an electric vehicle (EV) charging station in the A1A parking lot
- Wiring for Town-wide security cameras (completed), with poles yet to be delivered
- Installation of handwashing stations at the Public Safety building
- Installation of a speed sign at Commercial Boulevard/East Tradewinds Avenue

Mayor Vincent requested additional information regarding the canal dredging studies. Municipal Services Director Ken Rubach explained that the bathometric survey shows

the depths of the channels, while the benthic survey identifies the aquatic life growing and living at the bottom of the canals. Once both surveys are complete, residents are asked to provide feedback on any areas of concern they may have experienced. Commissioner Strauss suggested that the studies' findings be posted on the Town's website.

Vice Mayor Oldaker asked for a brief update regarding the Governor's Emergency Order with respect to vacation rental properties, including whether the Town is empowered to further regulate these properties under the circumstances of the COVID-19 pandemic. Development Services Director Linda Connors replied that the Executive Order that prohibits rental of vacation rental properties has been continued throughout the end of the state of emergency, which is currently set for July.

On April 30, 2020, the Town Attorney, Code Officers, Development Services, and BSO Captain Palmer discussed the Town's options in enforcing this Order. Possibilities include "ticketing" of noncompliant properties by Code Enforcement. Another meeting has been scheduled to investigate this further.

Development Services Director Connors continued that when the Executive Order was issued, the Town sent an email to all vacation rental properties and has followed up by calling them individually to ensure they are aware of the Order and its subsequent extension. If violations occur, the Town will work with Florida's Bureau of Professional Regulations (BPR) to ensure they have been recorded. Town Attorney Trevarthen added that Executive Order 20-87, which closed vacation rentals, asserts that the state may revoke the license of any party that violates this Order.

Mayor Vincent commented that he and Fort Lauderdale Mayor Dean Trantalis have advocated for limited reopening of hotels and motels as part of Phase 1 reopening, as small hotels have greater ability to regulate their clientele. This will ultimately be left to the Governor's discretion.

Commissioner Malkoon requested an update on projects underway at Friedt Park and Jarvis Hall. Municipal Services Director Rubach advised that both projects are in their initial stages. Further updates will be included in the Town Manager's Reports.

9. TOWN ATTORNEY REPORT

None.

10. APPROVAL OF MINUTES

10.a April 14, 2020 Town Commission Meeting Minutes (Tedra Allen, Town Clerk)

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

11. CONSENT AGENDA

None.

12. OLD BUSINESS

12.a 4th of July Discussion (Bill Vance, Town Manager)

Town Manager Vance recommended that the Town's 2020 4th of July event be cancelled due to ongoing uncertainty associated with the COVID-19 pandemic. The Commissioners agreed to cancel the event by unanimous consensus.

12.b El Mar Drive Project – Public Participation Meeting #2 (Linda Connors, Development Services Director)

Jeff Suiter of EDSA, consultant, stated that the project team has worked to consolidate the results of the first survey, and have continued to work with Town Staff to develop a second survey, which will go live on May 13, 2020. The land survey team has also completed most of its field work, which will be compiled within the next two weeks.

Meredith Berry of EDSA reviewed the survey data report, which included the information compiled from the first public participation survey. The report includes the raw text of original comments and responses to questions 1 through 3, as well as general comments from respondents. This data was combined with the quantifiable results generated from responses to questions 4 through 7, which are reflected in a summary and analysis report.

Ms. Berry reviewed the responses to each question of the survey, which indicated that residents wished to preserve the attractiveness, walkability, and small-town character exemplified on El Mar Drive. Complaints focused on the condition of the sidewalk,

speeding, and lack of lighting. The top three improvements respondents wished to see were:

- Improved sidewalks
- Improved circulation
- Improved lighting and landscaping

Most users of El Mar Drive reported that walking and running were their primary activities. The majority of respondents were willing to consider providing only one travel lane in each direction, although it has not been determined whether this change will be sufficient to accommodate service vehicles and other needs. Lesser considerations include planning for underground utilities, improved drainage, bicycle circulation, and pedestrian crossing(s).

General comments fell into five categories:

- Keep it simple
- Consider circulation and parking of delivery trucks
- Consider furnishings
- Consider signage
- Preserve existing tree canopy

These conclusions will be taken into consideration when preparing the next phase of public outreach. Ms. Berry noted that cameras are being installed along El Mar Drive, as some residents felt additional surveillance may be necessary. Enhancement of the corridor may also take blighted properties into consideration.

Mr. Suiter stated that the results of the first survey were used to build the second survey, which will be live on the project website from May 13-27, 2020. Surveys may be submitted online or printed and submitted using the drop box at Town Hall. Questions for the second survey will be more design-specific. He reviewed some of the types of questions that will be included, which are based on feedback from the previous survey. Once responses from the second survey have been submitted, the information will be synthesized and presented to the Commission in June.

Vice Mayor Oldaker noted that many pedestrians who use El Mar Drive prefer walking on the roadway itself on the inside of the median, where there is no designated pedestrian area. Mr. Suiter replied that he was aware of this phenomenon, and advised that it is in the Town’s best interest to distinguish proper vehicular travel lanes as well as pedestrian areas. If sidewalk width is increased and obstacles addressed, pedestrians may be more likely to use these facilities.

13. NEW BUSINESS

13.a Town Manager Closing Code Lien Update (Bill Vance, Town Manager)

Town Manager Vance advised that Town Staff continues to prioritize resolution of Code issues. There are currently $9 million in Code liens, most of which are related to the former Holiday Inn property; however, there are many smaller Code issues that must be resolved as well. The Town Manager and Development Services Director will provide an additional update on Code liens in June.

13.b Bugfest-By-The-Sea Discussion (Steve d'Oliveira, Public Information Officer)

Public Information Officer Steve d'Oliveira recommended that Bugfest-By-The-Sea be cancelled in 2020. The Commissioners agreed by unanimous consensus.

13.c Discussion of Hiring a Logistics Company to Assist with the Town's Reopening

Mayor Vincent explained that the Town is likely to enter Phase 1 of reopening on May 18, 2020, which will include the reopening of restaurants and some retail. He has been approached by some Downtown businesses with concerns regarding the requirements of this reopening, which is expected to require continued social distancing and occupancy restrictions. This raised the question of the best way to control crowds and pedestrian traffic flow in the Downtown area.

Some Florida communities have successfully closed portions of their streets on Town or privately owned property to control ingress/egress. Mayor Vincent concluded that he would like to discuss whether or not the Town should hire an entity to lay out a plan for reopening, which could relieve potential BSO enforcement and/or crowd control. He recommended that the Commissioners visit the town of Palm Beach to get a clearer idea of what Lauderdale-By-The-Sea may face upon reopening.

The Commissioners discussed the proposal, with Commissioner Malkoon requesting clarification of how a reopening plan might be enforced. Mayor Vincent advised that the idea was to close Downtown streets, permitting ingress/egress on Commercial Boulevard, and allowing restaurants to use outdoor public rights-of-way in addition to

the proposed 25% indoor capacity limitation. Another suggestion is separation of pedestrian traffic from the rights-of-way where outdoor seating is located.

Commissioner Malkoon stated that another possibility may be using the Town's plazas or other defined areas to seat restaurant customers. Another way to address potential overcrowding could be limitation of parking. He was not certain it would be necessary to hire an outside entity to help develop a plan for reopening.

Vice Mayor Oldaker asked if Fort Lauderdale has entertained the possibility of closing portions of rights-of-way. Mayor Vincent confirmed that this is an ongoing conversation at some locations in that municipality, such as Las Olas Boulevard.

Commissioner Sokolow agreed that the easiest means to crowd control would be the closure of parking lots. He was in favor of letting restaurants determine how to best resume operations within the 25% indoor capacity limitation; however, he was not in favor of closing streets, as this was likely to generate more crowds. Mayor Vincent reiterated that the intent was not to develop a plan for reopening at tonight's meeting, but to consider hearing from experts based on what the Town can or cannot provide. Commissioner Sokolow recommended listening to the businesses for their input.

Captain Palmer commented that the only issue BSO would need to explore is staffing, as multiple Broward communities are planning to reopen and the impact of these plans on law enforcement would need to be determined as well as the potential costs of additional enforcement to the Town.

Commissioner Strauss recommended that the Town have a contingency Maintenance of Traffic (MOT) plan in place prior to reopening, although he did not feel it was necessary to hire outside staff to do so.

Town Manager Vance advised that he and Captain Palmer would pursue options for discussion and consideration going forward. While he was not certain all plans would be in place by the proposed reopening date of May 18, they would initiate discussions right away. He expressed concern, however, that should areas of the Town, such as Downtown, be inundated with people, there may not be an effective way to ensure adequate social distancing. It was determined that Special Projects Coordinator Debbie Hime would also reach out to local businesses as well to hear their input.

14. COMMISSIONER COMMENTS

The Mayor, Vice Mayor, and Commissioners expressed their condolences to the family of Charles “Chuck” Clark, who served Lauderdale-By-The-Sea for several years as a Commissioner and Vice Mayor and served his country in the armed forces.

Vice Mayor Oldaker thanked Municipal Services Director Ken Rubach for placement of speed limit signs on both sides of Commercial Boulevard. He felt they are having a positive effect on speeding in that area.

Mayor Vincent reported that reopening continues to be at the Governor’s discretion, while the reopening of beaches remains at the discretion of the County and municipal Mayors. The Mayors of Fort Lauderdale and Pompano Beach have expressed interest in working in concert to reopen their beaches. Mayor Vincent cautioned that this is likely to be a challenging issue for coastal communities.

15. ORDINANCES 1ST READING

15.a Ordinance 2020-05: AN ORDINANCE OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AMENDING CHAPTER 25, “TELECOMMUNICATIONS,” REGARDING COMMUNICATIONS FACILITIES IN RIGHTS-OF-WAY REGULATIONS; PROVIDING AND AMENDING DEFINITIONS OF TERMS; PROVIDING FOR UNIFORM, NONDISCRIMINATORY STANDARDS TO PREVENT OVERCROWDING, PROLIFERATION AND SATURATION OF TOWN’S RIGHTS-OF-WAY, INCLUDING STANDARDS RELATED TO STEALTH DESIGN, PROTECTION OF RESIDENTIAL PROPERTIES, AND EQUIPMENT LOCATION AND SIZE; PROVIDING FOR THE ENCOURAGEMENT OF COLLOCATION OF COMMUNICATIONS FACILITIES; PROVIDING REGULATIONS FOR SMALL WIRELESS FACILITIES; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE. (Linda Connors, Development Services Manager)

This Item was deferred to a date not certain.

15.b Ordinance 2020-06: AN ORDINANCE OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, PROVIDING FOR THE SUBMISSION TO THE ELECTORS OF THE PROPOSED AMENDMENT TO THE TOWN CHARTER, PURSUANT TO SECTION 166.031, FLORIDA STATUTES, SUBMITTING PROPOSED CHARTER AMENDMENT TO ARTICLE VII, “PLANNING AND ZONING,” SECTION 7.1, “MAXIMUM HEIGHT FOR

BUILDINGS ESTABLISHED; REFERENDUM VOTE REQUIRED FOR INCREASES IN ZONED RESIDENTIAL-DISTRICT HEIGHT LIMITS" TO PRESERVE THE FIVE-STORY HEIGHT OF BUILDINGS ON EL MAR DRIVE GATEWAY PROPERTIES; CALLING A REFERENDUM ON THE PROPOSED CHARTER AMENDMENT TO BE HELD ON TUESDAY, THE 3RD DAY OF NOVEMBER 2020, 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. (Susan Trevarthen, Town Attorney)

This Item was deferred indefinitely.

16. ORDINANCES 2ND READING

None.

17. RESOLUTIONS – PUBLIC COMMENTS

None.

18. QUASI JUDICIAL PUBLIC HEARING

None.

19. ADJOURNMENT

With no other business to come before the Commission at this time, the meeting was adjourned at 9:06 p.m.

_____

Mayor Chris Vincent

ATTEST:

_____ _____

Town Clerk Tedra Allen Date

Agenda Item No: 12.a

Town Commission Agenda Item Report

Meeting Date: May 26, 2020
Submitted by: Linda Connors
Submitting Department: Development Services
Agenda Section: Old Business

Subject Title: Pedestrian Plan – Public Participation Meeting

Explanation: On December 10, 2019, the Town Commission approved a contract with Corradino and Associates to move forward with assisting staff in creating a Pedestrian Plan. A public meeting to help identify the public's pedestrian issues and explain measures that may be available to improve the pedestrian experience was scheduled for April 6, 2020, but it had to be cancelled due to the social distancing requirements enacted to combat the spread of COVID-19.

Following the success of the El Mar Drive project, staff has asked Corradino to create a survey in lieu of waiting an unknown period of time to move forward with a community meeting. Corradino will give a brief presentation at tonight's Commission meeting. Afterwards, the Town will post the presentation along with a survey on the Town's website. **(Exhibit 1)**.

We are asking the community to complete the survey online or drop off at Town Hall no later than June 10, 2020. Boxes will be placed outside of Town Hall to receive the surveys. To advertise the survey, we will be placing yard signs in the neighborhoods, posting on NextDoor, Facebook, the Town website and emailing our neighborhood associations and contacts. We will use this information to help the consultants identify areas of concern so that they can propose a toolbox of improvement alternatives. Results from the survey will be presented to the public in an upcoming meeting.

Attachments:

1. Pedestrian Plan Survey

PUBLIC OUTREACH SURVEY

TOWN OF LAUDERDALE•BY•THE•SEA

PEDESTRIAN PLAN

The Town invites you to help us make Lauderdale-by-the-Sea a safer place for bicycles and pedestrians!

We want to hear your thoughts and ideas!

1. What is the primary way you get around in LBTS?
   - a. Car
   - b. Pelican Hopper
   - c. Ride share
   - d. County Bus
   - e. Walking
   - f. Biking
   - g. Other _____

2. When you walk, what is your primary purpose?
   - a. Exercise
   - b. Errands
   - c. Walking a pet(s)
   - d. Strolling
   - e. Other _____

3. When you are on a bicycle, what is your primary purpose?
   - a. Exercise
   - b. Errands
   - c. Exercising pet(s)
   - d. Recreation
   - e. Other _____

4. Do you run for exercise?
   - a. Yes
   - b. No

5. Do you feel safe walking/biking/running in LBTS?
   - a. Yes
   - b. No

6. Where are the two places you most like to walk/bike/run?
   - a. _____
   - b. _____

7. Where are two places you wish were safer to walk/bike/run?
   - a. _____
   - b. _____

8. Do you ever alter your walking/biking/running route to be in the shade?
   - a. Yes
   - b. No

9. Would you walk/bike/run more often if you felt it was safer to do so?
   - a. Yes
   - b. No

10. In your neighborhood, are there streets that you consider dangerous? If so, where are they?

    _____

    _____

11. Is there anything else you would like us to know about walking/biking/running in LBTS?

    _____

    _____

Thank you!

Town Commission Agenda Item Report

Meeting Date: May 26, 2020
Submitting Department: Administration
Item Type: Resolutions
Agenda Section: RESOLUTIONS – PUBLIC COMMENTS

Subject Title:
Resolution 2020-21- A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, RATIFYING AND APPROVING ALL EMERGENCY ORDERS AND ACTIONS TAKEN BY THE MAYOR CONCERNING OR RELATED TO THE COVID-19 EMERGENCY; AUTHORIZING THE MAYOR TO DO ALL THINGS NECESSARY TO CARRY OUT THE AIMS OF THIS RESOLUTION; PROVIDING FOR REPEAL OF ANY CONFLICTING RESOLUTION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Explanation:
Novel Coronavirus Disease 2019 ("COVID-19") is a severe acute respiratory illness that can spread among humans through respiratory transmission and presents with symptoms similar to those of influenza. On March 9, 2020, Governor DeSantis issued Executive Order 20-52, declaring a State of Emergency in the State of Florida due to COVID-19.

Due to the COVID-19 public health emergency, on March 13, 2020, Mayor Vincent declared a public Emergency in the Town. On May 18, 2020, the Mayor issued an updated local declaration of public emergency modifying the prohibition of tents, coolers, tables, chairs, and grills in Town rights-of-way, and on May 22, 2020, the Mayor issued an updated local declaration of public emergency, rescinding or restating his prior orders and adopting the Governor's Executive Orders and the County Executive Orders, in order to implement Phase 1 of Florida's "Safe. Smart. Step-by-Step. Plan for Florida's Recovery."

Section 5.2 of the Town Charter authorizes the Mayor to govern, under the direction of the Town Commission, during times of grave public danger or emergency, and the Town Commission shall be judge of what constitutes such public danger or emergency. In accordance with Section 5.2 of the Town Charter, on March 31, 2020, the Town Commission confirmed the existence of an emergency justifying the Emergency Declaration. Resolution 2020-21 ratifies the orders issued by the Mayor to deal with the continuing COVID-19 emergency and authorizes the Mayor to issue any additional orders, which he finds necessary in accordance with Section 5-2 of the Town Charter and applicable law due to the COVID-19 emergency.

Recommendation:
Approve Resolution 2020-21 –Ratifying and Approving all Emergency Orders and Actions taken by the Mayor concerning or related to the COVID-19 Emergency; Authorizing the Mayor to issue additional orders related to the COVID-19 Emergency.

Attachments:
1. Resolution 2020-21

RESOLUTION 2020-21

A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, RATIFYING AND APPROVING ALL EMERGENCY ORDERS AND ACTIONS TAKEN BY THE MAYOR CONCERNING OR RELATED TO THE COVID-19 EMERGENCY; AUTHORIZING THE MAYOR TO DO ALL THINGS NECESSARY TO CARRY OUT THE AIMS OF THIS RESOLUTION; PROVIDING FOR REPEAL OF ANY CONFLICTING RESOLUTION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Novel Coronavirus Disease 2019 ("COVID-19") is a severe acute respiratory illness that can spread among humans through respiratory transmission and presents with symptoms similar to those of influenza; and

WHEREAS, on March 2, 2020, Governor DeSantis issued Executive Order 20-51, directing the Florida Department of Health to issue a Public Health Emergency; and

WHEREAS, on March 9, 2020, Governor DeSantis issued Executive Order 20-52, declaring a State of Emergency in the State of Florida due to COVID-19, and has issued numerous subsequent orders regulating essential businesses and services and otherwise responding to the COVID-19 emergency, including an order closing the beaches; and

WHEREAS, on March 13, 2020, the Mayor declared a public emergency in the Town ("Emergency Declaration"), and subsequently issued updated orders similarly responding to the COVID-19 emergency, all of which were later ratified by the Town Commission; and

WHEREAS, on May 18, 2020, the Mayor issued an updated local declaration of public emergency modifying the prohibition of tents, coolers, tables, chairs, and grills in Town rights-of-way; and

WHEREAS, on May 22, 2020, the Mayor issued an updated local declaration of public emergency, rescinding or restating his prior orders and adopting the Governor's Executive Orders and the County Executive Orders, in order to implement Phase 1 of Florida's "Safe. Smart. Step-by-Step. Plan for Florida's Recovery"; and

WHEREAS, Section 5.2 of the Town Charter authorizes the Mayor to govern, under the direction of the Town Commission, during times of grave public danger or emergency, and the Town Commission shall be judge of what constitutes such public danger or emergency.

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

Section 1. Each "WHEREAS" clause set forth is true and correct and herein incorporated by this reference.

Section 2. The Town Commission hereby approves, confirms, and ratifies any action taken by the Mayor or Town Administration to protect the public from COVID-19 and to carry on the activities, operations and functions of the Town.

Section 3. The Town Commission recognizes that the state of emergency remains in effect and therefore the Mayor is hereby authorized to issue any additional orders, which he finds necessary, in accordance with Section 5-2 of the Town Charter and applicable law.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and in no way affecting the validity of the other provisions of this Resolution.

Section 6. This Resolution shall become effective immediately upon its passage.

PASSED AND ADOPTED this _____ day of May, 2020.

_____
Mayor Chris Vincent

Attest:

_____
Tedra Allen, Town Clerk, CMC

APPROVED AS TO FORM:

_____
Susan Trevarthen, Town Attorney

(CORPORATE SEAL)