

**TOWN OF LAUDERDALE-BY-THE-SEA
TOWN COMMISSION
SPECIAL MEETING MINUTES
Jarvis Hall
4505 Ocean Drive
Tuesday, April 24, 2018
4:30 PM**

1. CALL TO ORDER

Mayor Chris Vincent called the meeting to order at 4:30 p.m. Also present were Vice Mayor Elliot Sokolow, Commissioner Edmund Malkoon, Commissioner Alfred "Buz" Oldaker, Commissioner Randy Strauss, Town Manager Bud Bentley, Deputy Town Manager Tony Bryan, Assistant Town Manager Sharon Ragoonan, Development Services Director Linda Connors, Town Attorney Susan L. Trevarthen, Municipal Services Director Don Prince, Special Projects Coordinator Debbie Hime, Public Information Officer Steve d'Oliveira, and Town Clerk Tedra Allen.

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

At this time Mayor Vincent opened public comment.

John Graziano, resident, stated that he was concerned with three issues. The first is the state of the Terra Mar Bridge, which was found in a recent inspection to be structurally deficient. Another is drainage in East Terra Mar, which he felt was a public health concern due to flooding. The third issue is a grant application submitted for Terra Mar in December 2017, which would provide for LED lighting on street signs and crossbars.

John Ahumada, resident, advised that he will appear before the Fort Lauderdale City Commission on May 1, 2018, to request support for an accelerator program for local businesses. He recommended that local municipalities work together toward this effort.

Marie Chiarello, resident, also expressed concern with flooding in Terra Mar, which she felt was both a nuisance and a health hazard. She emphasized the importance of addressing neighborhood issues in the Town as well as business concerns.

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

4. DISCUSSION ITEM

a. FY18 Action Plan (Bud Bentley, Town Manager)

Town Manager Bud Bentley advised that each year, the Town Commission reviews the priorities in the Action Plan for that fiscal year and changes them if necessary to ensure that the plan is relevant for the coming year. Review of the fiscal year (FY) 2018 Action Plan was delayed until the new Commission was seated. Staff requested consensus on the items included in the Action Plan.

Mayor Vincent noted that due to changes on the Commission, there are vacancies in the Commissioner liaisons for some issues listed in the Action Plan. He added that the Commission may also wish to address whether or not they will proceed with having liaisons for each item. It was determined that the Commission would not continue the liaison aspect of the Action Plan.

Town Manager Bentley stated that the goals have remained consistent over the past several years. The highest priorities have included:

- Maintaining and improving the walkability of the Town
- Addressing stormwater and flooding
- Promoting hospitality
- Developing concepts for the Town Hall/Public Safety complex

Town Manager Bentley pointed out that the initial work for the Town Hall/Public Safety complex has been completed, which could lead to revision of this goal if it remains on the priority list. Vice Mayor Sokolow asserted that because this is a long-term project, it should not be listed among the highest priorities, although he felt a minimal amount of funding could be allocated in the FY 2019 budget to determine the potential costs of conceptual plans. It was determined by consensus that this goal would no longer be a high priority.

Vice Mayor Sokolow suggested that local transportation be made a higher priority, including the exploration of alternatives to the Pelican Hopper. Mayor Vincent noted that Special Projects Coordinator Debbie Hime has completed a study which shows ridership on the Pelican Hopper has recently increased.

Commissioner Oldaker addressed the goal of walkability, noting that the crosswalks in the Fort Lauderdale Beach area use enhancements such as in-pavement LED lighting, and Wilton Manors uses electronic signage that informs drivers of their speeds. He

suggested that the crosswalk on Commercial Boulevard could benefit from similar safety improvements. Vice Mayor Sokolow pointed out that improvements to Commercial Boulevard would likely constitute a long-term project, as it is a state road and will involve the participation of the Florida Department of Transportation (FDOT).

Commissioner Malkoon recalled that some neighborhoods have expressed an interest in implementing speed bumps and sidewalks. It was noted that a traffic engineering study, as well as majority neighborhood support, would be required before these improvements could be constructed. Town Manager Bentley clarified that the Town contracts with the County Traffic Engineering Division to perform traffic analyses and studies. The County typically does not recommend against neighborhood speed bumps, although they will not install them.

Municipal Services Director Don Prince explained that the process requires 50% of the residents along a roadway to agree to implement improvements; if this threshold is reached, it is brought before the Commission for agreement. If approved, the design is sent to Broward County for further approval. In some areas, the 50% threshold may extend to the entire neighborhood rather than only to residents on the roadway. Striping, signage, and thermoplastic may also be required as well as speed bumps.

Commissioner Strauss addressed the need to assist businesses located west of Bougainvillea Drive by providing a more viable business plan for that area. He proposed the exploration and potential update of Code regarding sidewalk signage, sidewalk cafés, and outdoor display. He added that a traffic safety study in the Commercial Boulevard/West Tradewinds Avenue area could be employed along with this study. Mayor Vincent noted that Staff is working on ideas to address concerns for this area.

Development Services Director Linda Connors recalled that the Commission has expressed interest in allowing additional signage for the West Commercial plazas. Staff is working to develop a pilot program that would allow sandwich board signs that are consistent with the Town's marketing and branding. If the Commission decides to move forward with the program, a Code Amendment would be proposed to allow these signs.

Vice Mayor Sokolow asked if the Town has reached out to the city of Pompano Beach regarding repair or reconstruction of the Terra Mar Bridge. Municipal Services Director Prince replied that the Town has been in contact with Pompano Beach staff regarding this issue for some time. Pompano Beach has issued a bond to repair several bridges. The entire process is estimated to take approximately three years using the Competitive Consultant Negotiations Act (CCNA) process.

Municipal Services Director Prince continued that the Town has received information, through previous inspections, on what is needed to improve the bridge. Town Staff does not feel the bridge is structurally unsafe or in danger of collapse. The Town will share the costs of structural upgrades, while Pompano Beach will fund additional aesthetic improvements. The Town has allocated funds for this project.

Commissioner Malkoon emphasized the importance of this project as a public safety improvement issue. He also addressed the seawall near the bridge, recalling that land is collapsing behind the wall. It was determined that once the Town receives additional information from the recent bridge inspection, the Commission can better determine what steps need to be taken.

Kay Hall, resident, stated that the most recent inspection report of the Terra Mar Bridge judged it to be deficient. She pointed out that until now, the bridge was not placed in a category that required attention. There is no weight limit signage posted on the bridge, which was concerning to Terra Mar residents, as construction vehicles cross the bridge several times a day. She emphasized the necessity of making the bridge a high priority.

It was clarified that once the inspection report is provided to Town Staff, it will be provided to the Commissioners and the public as well via the Town website. Mayor Vincent advised that while the report may identify structural deficiencies, this does not mean the bridge is in danger of imminent collapse.

Town Manager Bentley recommended that the Commission adopt goals 3.2, 4.2, and 5.1 as their highest priorities. The Action Plan may be amended later during the year if they wish to modify, add, or remove the priorities. Vice Mayor Sokolow requested that monitoring the progress of the El Mar Greenway project be added as a high priority as well. It was clarified that stormwater issues would fall under the goal of sustainability. The Commission agreed to these priority goals by consensus.

b. FY18 Budget Recap (Tony Bryan, Deputy Town Manager)

Deputy Town Manager Tony Bryan provided the regular monthly finance report, stating that the Town remains on budget. Ad valorem and building permit revenues are as expected, while parking revenues, which are budgeted more conservatively, exceed expectations by approximately 30%.

c. FY 19 Budget and CIP (Bud Bentley, Town Manager)

Deputy Town Manager Bryan reviewed the budget timeline, which is consistent with timelines over the previous few years. The Town has flexibility regarding the time at which certain budget items are discussed. Key timeline items are as follows:

- June 1: estimate of taxable value is received from the Property Appraiser's Office, which shows how much net new construction has been added to the tax roll
- July 13: draft Town Manager-recommended budget is presented to the Commission prior to Staff meetings with individual Commissioners
- September 12 and September 26: tentative dates of first and second public hearings on the Fire Assessment and Town budget

Significant budget items are scheduled for discussion and adoption at regular Commission meetings. Staff will prepare detailed budget justification sheets reflecting various budget items. The Commission will be asked to adopt a tentative millage rate, which will be included in notice for the public hearings and must be certified to the Property Appraiser's Office by August 3, 2018. The Commission will adopt a proposed millage rate at the first public hearing and a final millage rate at the second hearing. Staff recommends that these rates include room for potential reduction, as it is easier to reduce the millage than to increase it later.

Vice Mayor Sokolow pointed out that the timeline means the tentative millage rate must be adopted by July 24, which is the last scheduled meeting before the August 3 deadline. Deputy Town Manager Bryan confirmed that this date is included in the budget timeline.

Town Manager Bentley addressed the Capital Improvement Program (CIP) fund, to which funds are appropriated for one year and a four-year projection is provided. The projection estimates revenues and expenditures for the next four years. It assumes the retention of existing priorities. The FY 2017-18 CIP budgets for the following:

- Swale restoration: \$10,000
- El Mar Drive (from Oriana settlement): \$25,000
- Neighborhood projects

Town Manager Bentley continued that funds not spent in the current year will be rolled forward into the next year for multi-year projects. He noted that capital projects are not always realized as soon as all parties might prefer. Staff will present a draft CIP at the second meeting in June 2018 so the Commission may provide input. If action is taken

on certain items before the CIP is presented, it will be factored into the proposed budget.

d. Greenway Project (Bud Bentley, Town Manager)

Town Manager Bentley recalled that at a previous meeting, the Commission had requested information regarding past design proposals for this project. Staff reviewed the history of this item dating back to June 2013, when funds from the Broward Metropolitan Planning Organization (MPO) became available for the project. Since that time, there has been significant change regarding the funds available and the proposed timeline. The project has been included in the MPO's Transportation Improvement Program (TIP) since April 2016, when \$180,000 was allocated for preliminary engineering.

Town Manager Bentley continued that in April 2017, the \$180,000 increased to \$710,000. The MPO added another \$1.9 million for construction of the project, which indicated that preliminary engineering was nearly complete. He felt this spoke well of the project's support by the MPO. In February 2018, a report was issued to the Commission regarding allowable costs under a greenway grant. These funds are not eligible to be spent on street or pedestrian lighting, although the Town does want this to be included. It also excludes sidewalks on the outside of the street, and will only pay for drainage relative to the path itself. Other Town expenses include landscaping, irrigation, street furniture, some trees, and swale reconstruction.

Town Manager Bentley advised that the CIP includes approximately \$600,000 from the Oriana settlement, as well as \$1 million in Town funds, for the greenway project. A joint project agreement (JPA) with FDOT is required in order for FDOT to design the project with all the amenities planned by the Town. Town Staff is meeting with FDOT on May 17, 2018 to discuss the JPA further.

Existing funds available for the greenway project include a \$2.6 million greenway grant, which the Town has been told is adjustable depending upon final engineering estimates of the construction costs. It would not include the link from El Mar Drive to where current construction ends on A1A. FDOT and the MPO have promised funds to address this gap at the same time as the greenway, which will affect the scope of the overall project.

e. Stormwater Master Plan (Don Prince, Municipal Services Director)

f. Stormwater Utility (Tony Bryan, Deputy Town Manager)

5. ADJOURNMENT

With no further business to come before the Commission at this time, the meeting was adjourned at 5:52 p.m.

A handwritten signature in black ink, appearing to be 'Chris Vincent', written over a horizontal line.

Mayor Chris Vincent

ATTEST:

A handwritten signature in blue ink, appearing to be 'Tedra Allen', written over a horizontal line.

Town Clerk Tedra Allen

A handwritten date '5-22-18' in blue ink, written over a horizontal line.

Date