

**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 6:31 p.m. Also present via teleconference were Vice Mayor Elliot Sokolow, Commissioner Edmund Malkoon, Commissioner Alfred “Buz” Oldaker, 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, 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

At this time Mayor Vincent opened public comment.

Town Clerk Tedra Allen read the following public comments:

- Stuart Dodd, resident, addressed Item 12.a, the El Mar Drive public participation meeting, stating that it would be irresponsible to spend any Town funds on this project under present circumstances and recommending that these dollars instead be invested in improving the tourist experience

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- Barbara Cole, resident, requested that the Commission address potential referendum items for inclusion on the November 2020 ballot, such as:
 - Extending the mayoral term beyond two years
 - Allowing the Mayor to run for a Commission seat consecutively
 - Addressing the height allowance for key properties on which structures have been demolished
 - Addressing Commissioners leaving office to run for mayor before their terms are complete
- Mike and Lisa Ferrara, residents, noted that plans for the El Mar Drive project were updated and approved the previous year and wished to know the work schedule for this project, as well as an update on the former Holiday Inn property
- Robert Noll, resident, wished to see a project constructed on the former Holiday Inn property before any project is undertaken on El Mar Drive
- Steward Pearlman, resident, requested that El Mar Drive be reduced to a single lane with a walkway in the median to encourage traffic calming
- David Olmo, Sloan's, addressed the shrubs in the garden areas. He would like to know if new shrubs can be planted (*Please note that this comment was not read aloud because it was received after general public comment and not related to the agenda items.)
- Bill Ciani, property owner, would like to ask that if the president opens up the states and if this is found to be the prevailing law would the town at least be in favor of partially opening up the beaches and providing an avenue where the businesses could also open in a safe limited way. (*Please note that this comment was not read aloud because it was received after general public comment)

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

7. PUBLIC SAFETY DISCUSSION

7.a VFD March 2020 Report (Chief Judson Hopping)

Volunteer Fire Department (VFD) Chief Judson Hopping advised that he has asked a number of Firefighters to self-quarantine. The VFD is currently operating with a reduced staff.

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

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7.b AMR March 2020 Report (Chief Brooke Liddle, AMR)

American Medical Response (AMR) Chief Brooke Liddle noted that there has been a significant decline in emergency calls over recent weeks, as many individuals are choosing not to go to emergency rooms or hospitals.

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

7.c BSO March 2020 Report (Captain Thomas Palmer, BSO)

Broward Sheriff's Office (BSO) Captain Thomas Palmer recognized Deputy Scott Klier as March 2020 Deputy of the Month. BSO continues daily beach patrols and appreciates the assistance and cooperation of Town residents and businesses.

Captain Palmer continued that Broward County has issued an order for individuals to wear facial coverings while working in or patronizing essential businesses. BSO Staff has notified Town businesses to ensure they are aware of the order.

Vice Mayor Sokolow observed that many residents may not be aware that Florida's beaches were closed by order of the Governor's Office and/or Broward County. While the Town took the lead in closing its beaches on March 18, 2020 to address spring break traffic, it was later mandated by the Governor that beaches remain closed, which superseded local orders.

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

8. TOWN MANAGER REPORT

8.a Town Manager Report (Bill Vance, Town Manager / Neysa Herrera, Assistant to the Town Manager)

Assistant to the Town Manager Neysa Herrera reported that the Town's beaches and nonessential businesses remain closed in accordance with the Governor's orders. Restaurants may remain open for takeout or delivery service only. Town Hall is closed to the public and Staff continues Town operations by telecommuting or working split shifts.

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The Building Department is accepting permit applications using an outside bin at which plans may be dropped off, and inspections continue to take place. Development Services Director Linda Connors is working with CAP administration to provide a way to allow permit applications to be submitted online. Staff is testing this capacity before it is made available to the public.

Because it is in the best interest of both riders and drivers to reduce the Pelican Hopper community bus schedule, operations are currently limited to Mondays, Wednesdays, and Fridays from 9 a.m. to 5:30 p.m. The route extends to the Sea Ranch Center, the Galt area, and Holy Cross Hospital. Broward County Transit (BCT) has suspended fares on its bus routes until further notice.

Town Staff has worked closely with the Chamber of Commerce to keep businesses informed of assistance available through the federal government. Residents are also encouraged to sign up for updates related to COVID-19 on the Town website.

The 2020 U.S. Census is currently underway, and all residents are strongly encouraged to fill out their forms at www.my2020census.gov . Census information can help position the Town to receive federal assistance in the future.

The Development Services Director, Municipal Services Director, and Town Engineer are working with contractor EDSA, which was selected to assist with the design of the El Mar Drive project. These parties are working to make public outreach available to Town residents so they may provide input on the project.

Friedt Park courtyard improvements were approved by the Town Commission on February 14, 2020, and the construction plan for these improvements is expected to be underway soon. An Americans with Disabilities Act (ADA) sidewalk compliance study has been completed and Staff is reviewing the data provided by that contractor. Other ongoing and complete municipal projects include:

- South median landscaping
- Painting of the Friedt Park restrooms
- New lighting in the West Commercial Plazas
- Electric vehicle (EV) charging station at the A1A parking lot

Special Projects Coordinator Debbie Hime is working to ensure that Town residents are aware of the restaurants that are open for takeout and delivery during the COVID-19

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crisis. She is also coordinating the launch of “Rediscover LBTS,” which is a geo-targeting campaign that highlights restaurants within walking distance of residences.

Commissioner Strauss advised that a form is available on the Town website to submit public input on the design of the El Mar Drive project.

Mayor Vincent requested clarification of recommendations related to face coverings for riders of the Pelican Hopper. Special Projects Coordinator Debbie Hime replied that both riders and drivers are asked to wear face coverings. Municipal Services Director Ken Rubach further clarified that the Town is expecting a shipment of face coverings that can be provided for riders who do not have them when boarding the bus.

Town Manager Bill Vance stated that the time frame for improvements to Friedt Park is approximately two to three months. This project is expected to proceed while precautions against the pandemic remain in place.

8.b January Finance Report (Lucila Lang, Finance Director)

Finance Director Lucila Lang advised that the February 2020 report will be presented at the next Town Commission meeting. Forthcoming reports will reflect the effects of the current state of emergency.

The Commissioners accepted the report without discussion.

9. TOWN ATTORNEY REPORT

None.

10. APPROVAL OF MINUTES

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

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

10.b March 31, 2020 Virtual Town Commission Meeting Minutes (Tedra Allen, Town Clerk)

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

11. CONSENT AGENDA

None.

12. OLD BUSINESS

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

Jeff Suiter and Alex Fenech of EDSA, the Town's contractor for the El Mar Drive project, recalled that a community outreach meeting on this project had originally been planned for March 31, 2020. Tonight's presentation is intended to be the first in a series of virtual or other outreach meetings that will gather information from the Town's residents and business owners.

Prior to the COVID-19 crisis, EDSA representatives visited Lauderdale-By-The-Sea and El Mar Drive so they would have a better understanding of the area. They have created boards, which are available on the project's web page, www.LBTSElMar.com, that reflect some of the unique aspects of El Mar Drive. A link is available from the Town's website to this page, which will include up-to-date information about the project.

Mr. Fenech reviewed the web page, which includes an introductory video for the project along with steps to complete the survey. The online public outreach session will begin on April 15, 2020, and will run through April 25. The page also includes a project overview written by EDSA's design team. Updates will be posted as milestones are met.

The online project survey will provide real-time data as residents continue to fill out the form. This will allow for quantifiable results that can be conveyed to the Commission when the outreach period closes on April 25. EDSA has additional interactive platforms that can be used to engage with residents once the COVID-19 crisis has passed. A printable copy of the survey is also available and can be filled out and placed in a dropbox outside Town Hall beginning on April 15, 2020.

Town Manager Vance asked if there will be other opportunities for interaction with the community in addition to the survey. Mr. Suiter replied that once the survey is complete, the boards will to be updated and a follow-up opportunity will be provided to residents.

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Development Services Director Linda Connors added that the web page will include a section for frequently asked questions (FAQs).

Vice Mayor Sokolow addressed the concerns raised for Item 12.a under Public Comment, pointing out that there are sufficient funds remaining in the Oriana/El Mar Drive settlement to pay for the full design phase of the project. These dollars are earmarked and cannot be repurposed for uses other than El Mar Drive.

Development Services Director Connors reiterated that the deadline for the first survey is April 25, 2020, so information can be compiled and provided to the Commission at their next scheduled meeting. To encourage outreach, the Town has ordered banners to place on El Mar Drive as well as yard signs that will be placed in neighborhoods. Information will also be posted on the website and the Town's public access channel. Residents may also sign up for "Notify Me" service, which will provide them with emails about issues of interest in the Town. Emails are being sent to condominiums, the Chamber of Commerce, and Town businesses to encourage their participation in the survey.

13. NEW BUSINESS

13.a FY2020-21 Broward League of Cities Director Appointment (Tedra Allen, Town Clerk)

Town Clerk Allen explained that each member municipality of the Broward League of Cities is asked to appoint a Director, Alternate, and Second Alternate to attend and vote at any Board of Directors or general membership meeting of the League. As the new term will begin on May 16, 2020, the League requests that these appointments be made no later than April 30.

The following appointments were made:

- Director: Vice Mayor Sokolow
- Alternate: Commissioner Malkoon
- Second Alternate: Commissioner Strauss

Commissioner Oldaker made a motion, seconded by Vice Mayor Sokolow, to approve these appointments for fiscal year 2020/2021. Motion carried 5-0.

13.b Appointment of a Town Representative to the Hillsboro Inlet District (Tedra Allen, Town Clerk)

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Commissioner Strauss volunteered to remain the representative of the Hillsboro Inlet District.

Vice Mayor Sokolow made a motion, seconded by Commissioner Oldaker, to approve the appointment of Commissioner Strauss as representative to the Hillsboro Inlet District. Motion carried 5-0.

13.c Appointment of a Town Representative to the Broward County Metropolitan Planning Organization (MPO) (Tedra Allen, Town Clerk)

Commissioner Oldaker offered to serve as the Town's representative to the Broward Metropolitan Planning Organization (MPO).

Vice Mayor Sokolow made a motion, seconded by Commissioner Strauss, to approve the appointment of Commissioner Oldaker to the Broward MPO. Motion carried 5-0.

13.d Appointment of a Town Representative to the AMR Review Board (Tedra Allen, Town Clerk)

Commissioner Malkoon volunteered to continue to serve as the Town's representative on the AMR Review Board.

Commissioner Oldaker made a motion, seconded by Vice Mayor Sokolow, to appoint Commissioner Malkoon to the AMR Review Board. Motion carried 5-0.

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

Town Manager Vance advised that he would like to discuss an extension of services with current Community Center Director Armilio Bien-Aime for an additional number of years. This would involve making Mr. Bien-Aime a full-time rather than contractual employee. He pointed out that the Town is currently updating its job descriptions, which will include a description of the proposed Community Center Manager position. He requested direction from the Commission on this Item.

Mayor Vincent stated that the Commission will need to see a list of proposed expenditures for this change in position. Commissioner Malkoon noted that he would like clarification of whether or not this new position would affect any grant funding

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provided to the Town for the operation of the Community Center, as well as an overview of the budget associated with this position. He was in favor of considering creation of the new position.

It was decided that this Item would be brought back at the April 28, 2020 meeting with a list of proposed expenditures, as well as clarification of Commissioner Malkoon's concern regarding grant funding.

13.f Town Commission Discussion on 4th of July Event (Bill Vance, Town Manager)

Town Manager Vance recommended that this discussion be carried forward to the first meeting in May 2020, as conditions are too uncertain at present to make a firm decision on future public activities. Special Projects Coordinator Hime continues to work with the Town's regular July 4 event contractors, whose cancellation policy allows the Town to make a final decision 45 days in advance of the holiday, which would set a deadline of May 19. The discussion of future events will also include consideration of Bugfest-By-The-Sea.

14. COMMISSIONER COMMENTS

Commissioner Oldaker thanked Mayor Vincent for providing a strong voice for the Town during the current COVID-19 emergency, and recognized Town residents and businesses for their adherence to social distancing guidelines.

Commissioner Strauss strongly encouraged all residents to participate in the 2020 U.S. Census. He also recommended that those who can donate blood do so, and urged residents to support local restaurant business if possible.

Vice Mayor Sokolow also recognized Mayor Vincent's leadership in dealing with the current crisis.

Mayor Vincent thanked Town Staff for their support in helping him make decisions about the Town's welfare during the emergency. He emphasized that conditions are constantly changing as the world learns more about the COVID-19 virus, including significant changes in the number of cases in Broward County just in the past week.

15. ORDINANCES 1ST READING

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None.

16. ORDINANCES 2ND READING

16.a Ordinance 2020-04 – AN ORDINANCE OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AMENDING CHAPTER 30, UNIFIED LAND DEVELOPMENT REGULATIONS, ARTICLE VIII, SIGN REGULATIONS, TO AMEND REGULATIONS AND PROHIBITIONS APPLICABLE TO SIGNAGE, REVISE SIGN REQUIREMENTS AND STANDARDS, SIGN REGULATIONS BY SIGN TYPE AND BY ZONING DISTRICT; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE (Linda Connors, Development Services Director)

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

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

17. RESOLUTIONS – PUBLIC COMMENTS

17.a Resolution 2020-13 – A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, PROVIDING FOR THE APPOINTMENT OF _____ AS VICE-MAYOR; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE (Tedra Allen, Town Clerk)

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

Mayor Vincent noted that the Vice Mayor is not permitted to serve two consecutive terms. He thanked Vice Mayor Sokolow for his service to the community over the past two years. Vice Mayor Sokolow recommended that Commissioner Oldaker be appointed to this position, as he is the next most senior member of the Commission.

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

At this time Commissioner Oldaker assumed the role of Vice Mayor.

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17.b Resolution 2020-16 – 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

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

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

17.c Resolution 2020-17 – A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, PROVIDING FOR THE APPOINTMENT OF PLANNING AND ZONING BOARD MEMBERS; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE (Tedra Allen, Town Clerk)

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

The following individuals were named to the Planning and Zoning Board and its alternate membership:

- Ron Piersante
- David Chanon
- Wayne Dillistin
- Christina Buerosse
- Jeffry Whyte
- Alan Bluestein: First Alternate
- Patricia Omana: Second Alternate

It was noted that the individuals appointed to the Planning and Zoning Board will also serve as appointees to the Board of Adjustment, although members of the two advisory bodies will be voted upon under separate Resolutions.

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Commissioner Sokolow made a motion, seconded by Commissioner Malkoon, to appoint the above individuals as members and alternates of the Planning and Zoning Board. Motion carried 5-0.

Vice Mayor Oldaker noted that alternates may attend all Board meetings, although they are not permitted to vote if the full regular membership is present.

17.d Resolution 2020-18 – A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, PROVIDING FOR THE APPOINTMENT OF BOARD OF ADJUSTMENT MEMBERS; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE (Tedra Allen, Town Clerk)

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

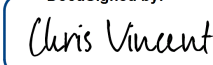
The following individuals were named to the Board of Adjustment:

- Ron Piersante
- David Chanon
- Wayne Dillistin
- Christina Buerosse
- Jeffry Whyte
- Alan Bluestein: First Alternate
- Patricia Omana: Second Alternate

Vice Mayor Oldaker made a motion, seconded by Commissioner Strauss, to appoint the same slate of members and alternates to the Board of Adjustment. Motion carried 5-0.

18. QUASI JUDICIAL PUBLIC HEARINGS

With no other business to come before the Commission at this time, the meeting was adjourned at 7:21 p.m.

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Mayor Chris Vincent

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ATTEST:

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5/18/2020

Town Clerk Tedra Allen

Date