

TOWN OF LAUDERDALE-BY-THE-SEA
TOWN COMMISSION ROUNDTABLE
MEETING AGENDA

Jarvis Hall
4505 Ocean Drive
April 16, 2010
4:00 P.M.

1. **CALL TO ORDER, MAYOR ROSEANN MINNET**
2. **DISCUSSION ITEMS:**
 - a. Discussion
 1. Discussion or action on RFP process – Change to Purchasing Manual (Vice Mayor Stuart Dodd)
 2. Change to the purchasing manual and letter of apology to all contractors who have bid on any Town RFP since July last year when staff stopped reading RFP's and bids will be read aloud to the best ability of the Clerk present. Copies of the results will be available after the opening (Vice Mayor Stuart Dodd)
 - b. Discussion and or action to move forward on Code of Ethics Ordinance (Vice Mayor Stuart Dodd)
 - c. Discussion and or action regarding an RFP for a new Town Manager (Vice Mayor Stuart Dodd)
 - d. (Mayor Roseann Minnet)
 1. Discussion on Mayor-Commissioners having an office and setting up times for meetings with residents.
 2. Discussion on having a budget sheet for every item on the agenda, if it has a cost allocation. i.e.: Where is the money coming from?
 3. Discussion on Town calendar, making sure all Town events are set up two (2) years in advance so conflicts do not occur.
 4. Discussion on mitigating liens on foreclosed property.
 5. Street lighting Town wide.
 6. Memos e-mailed instead of printed.
 7. Review agenda item request form for Roundtable and Commission meetings.
** Revised Sample Roundtable Item Request Form attached*

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- e. Grant event permits for Jazz and Elvis nights for 12 months with the Commission's right to cancel at the next meeting in the event of complaints (Vice Mayor Stuart Dodd)
- f. Discussion to approve the Second ILA (Interlocal Agreement) for the Public School Facility Planning of Broward County – Back up attached (assistant Town Manager John Olinzock) – *Deferred at the February 23, 2010 Commission meeting by Vice mayor Stuart Dodd* – **Deferred at the April 13, 2010 Commission meeting** – Commissioner Scot Sasser
- g. Discussion regarding notification procedures for serious situations – **Requested at the April 13, 2010 Commission meeting** – Vice Mayor Stuart Dodd
- h. **Resolution 2010-07: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, ADOPTING COMMISSION MEETING AND AGENDA PROCEDURES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE** – Changes and/or additions to be applied at meeting per Town Attorney – **Deferred at the April 13, 2010 Commission meeting** – Vice Mayor Stuart Dodd
- i. Discussion and/or action for the Commission to give its final approval to the final construction drawings for the El Mar Drive beautification before construction begins (Commissioner Stuart Dodd) **Direction given at the January 26, 2010 meeting to go before the Master Plan Steering Committee - Deferred at the March 23, 2010 Commission meeting** Vice Mayor Stuart Dodd – **Deferred at the April 13, 2010 Commission meeting** – Commissioner Scot Sasser
- j. Jarvis Hall Interior Lighting Replacement (Assistant Town Manager John Olinzock) **Deferred at the March 23, 2010 Commission meeting** - Mayor Roseann Minnet – **Deferred at the April 13, 2010 Commission meeting** – Mayor Roseann Minnet
- k. Mitigation of liens – Final decision and authority to rest with the Commission (Vice Mayor Stuart Dodd) * **Not enough time to research and attach prior Commission meeting minutes, Town Attorney's response or opinion, nor staff input**
- l. Refund Chamber of Commerce \$500.00 from the Commission approved expenditure for Christmas by the Sea – Commission approved \$5,000.00 and the Town has so far paid \$4,500.00. Also refund the \$8,900 or thereabouts for the money the Town retained following the submission of the profit and loss year end account. The Commission approved \$28,000 and the Chamber has not received the full amount. It is this Commissioner's contention it is up to

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- the Commission if necessary to adjust the amount in the budget and not the Town Manager (Vice Mayor Stuart Dodd)
- m. Discussion on Town Manager Status Report. This needs to an exclusive list and we each need to assist the Town Manager in the creation and validation of the report for a go forward basis (Commission Scot Sasser)
 - n. Discussion on getting mail, correspondence answers and updates via email rather than paper (Commissioner Scot Sasser)
 - o. Discussion regarding trial valet for downtown businesses. Proposal submitted via letter to all Commissioners from Joseph Brennen, Secretary/Treasurer, Beach Restaurant, Inc. DBA 101 Ocean. Letter attached to this item request form (Commissioner Scot Sasser) * **Not enough time to research and attach prior Commission meeting minutes, Town Attorney's response or opinion, nor staff input**
 - p. Discussion: concern has been expressed about speeding cars on Seagrape south of Commercial. Some drivers are using this street to bypass the Commercial and A1A intersection. A resident has requested the installation of speed bumps on this stretch of Seagrape in order to slow down traffic (Commissioner Birute Ann Clotley) * **Not enough time to research and attach prior Commission meeting minutes, Town Attorney's response or opinion, nor staff input**
 - q. Discussion: Since the Chamber receives substantial support from the Town and the Chamber's activities are very important to the Town and the business community, I believe that it would be beneficial to all to have the Executive Director of the chamber make a monthly report during Town Commission meetings concerning the Chambers activities and planned events (Commissioner Birute Ann Clotley)

3. 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) 776-0576 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.