

# **TOWN OF LAUDERDALE-BY-THE-SEA**

## **TOWN COMMISSION**

### **ROUNDTABLE**

#### **MINUTES**

Jarvis Hall

**4505 Ocean Drive**

**Wednesday, July 28, 2010**

**7:30 P.M.**

#### **1. CALL TO ORDER, MAYOR ROSEANN MINNET**

Mayor Roseann Minnet called the meeting to order at 7:30 p.m. Also present were Vice Mayor Stuart Dodd, Commissioner Birute Ann Clotley, Commissioner Scot Sasser, Commissioner Chris Vincent, Town Attorney Susan L. Trevarthen, Interim Town Manager Connie Hoffmann, and Town Clerk June White.

#### **2. DISCUSSION ITEMS:**

##### **a. Presentation of the Five Year Capital Improvement Plan in the FY10-FY11 Recommended Budget (Interim Assistant Town Manager Bud Bentley)**

Interim Assistant Town Manager Bud Bentley explained that a CIP (Capital Improvement Plan) was based on the amount of money available to complete the proposed projects. He said there were four Fund Balance appropriations; the El Mar Drive Reserve, the Capital Assets Fund Balance, the Undesignated Fund Balance and the Prior Year Fund Balance. Interim Assistant Town Manager Bentley explained that the El Mar Drive Reserve appropriation for next year was \$125,000.

Commissioner Sasser questioned where the money came from for the design component completed by Ocampo & Associates. Interim Assistant Town Manager Bentley explained that the money used through this year was paid out from the current Capital Fund and would be reimbursed next year by the El Mar Drive Reserve.

Commissioner Sasser questioned whether any company received payment for work done on the El Mar Drive project. Interim Assistant Town Manager Bentley said Ocampo & Associates were paid approximately \$87,000.

Interim Assistant Town Manager Bentley reviewed the calculations made by staff regarding next year's appropriations. He explained that the A1A Streetscape Project was budgeted at \$58,300 in the current year and FDOT would reimburse the Town the full amount of the design component. He said that next year the

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Town would see an expenditure of \$647,100 and a reimbursement of \$447,100 due to the \$200,000 match the Town committed to the project.

Interim Assistant Town Manager Bentley said that the Stormwater Utility Assessment was considered a proposed revenue source and estimated the Town would receive about \$300,000 beginning in year 2. He explained that "Stormwater Master Plan" was added as a new line item beginning with a budget of \$750,000 and tapering off to \$300,000 due to lack of funds and not lack of projects.

Interim Assistant Town Manager Bentley pointed out that Chen & Associates were working on the top five projects and would come back to the Commission with a recommendation in the next 30 days. He said that this CIP provided the Commission with some flexibility. Interim Assistant Town Manager Bentley explained that most of the projects were not priced out and did not include engineering estimates.

Interim Town Manager Hoffmann pointed out that this CIP was a rough draft open to revision. She requested direction from the Commission. Mayor Minnet recommended discussing a revision to the Master Plan first. Attorney Trevarthen explained that the CIP was a state mandated element of the Comprehensive Plan.

Commissioner Clotey questioned whether any projects could begin before the completion of a new Master Plan. Commissioner Sasser said that the suggestion was to revise the Master Plan and believed it could be done within four months. He wanted to make sure the MPSC (Master Plan Steering Committee) was on board with the project and suggested giving them a four to six month time limit. Commissioner Clotey did not believe the Master Plan could be revised in that short amount of time. She explained that the community needed to be involved before any decisions were made by the Commission. Mayor Minnet agreed with Commissioner Sasser and suggested moving forward with a Visionary Plan. Interim Town Manager Hoffmann pointed out that funds there were proposed in the general fund budget to support a visioning process and that the \$150,000 allocated in year two could be moved to year one.

Commissioner Clotey requested that the \$85,000 allocated for bus shelters be removed. She said they were to be paid for by Broward County. Interim Assistant Town Manager Bentley explained that the money was not allocated for those shelters.

Mayor Minnet requested clarification regarding the beach dune project. Vice Mayor Dodd said the \$85,000 allocated for bus shelters possibly came from previous budgets to allow the Town to put up additional shelters. Mayor Minnet suggested moving that money into this year's budget.

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Director Bowman explained that the Beach Dune project was in relation to the existing portals. He said that money was considered maintenance for the portals. Interim Town Manager Hoffmann requested direction from the Commission.

Mayor Minnet believed that the infrastructure and street calming needed to be looked at. She wanted to move forward with a plan that could be implemented in 2011.

Commissioner Sasser wanted insight as to when and how the City of Fort Lauderdale and City of Pompano Beach handled their sewer maintenance and construction. Mayor Minnet suggested staff come back with recommendations in August. Commissioner Sasser questioned whether there was Commission consensus to have staff work with the MPSC. Mayor Minnet believed that more residents should be involved in the process. Commissioner Clotney agreed.

Interim Town Manager Hoffmann pointed out that portions of the A1A Streetscape project included improvements in the Town of Sea Ranch Lakes and could be a factor in either scaling the project down or reducing the Town's cost for the required match for the DOT grant. She explained that the Commission previously discussed scaling the project back and direction was needed as the Town needed to begin working with the MPO (Metropolitan Planning Organization) if the project was to be scaled back. She requested Commission direction.

Commissioner Clotney wanted to know whether the Town was responsible for the land that bordered Sea Ranch Lakes. She felt it was important to get that information before any decisions were made. Interim Assistant Town Manager Bentley explained that the right-of-way along A1A with some exceptions, was within Town limits; however the Town was not responsible for the right-of-way or any of the landscaping until an agreement was in place with FDOT. Attorney Trevarthen requested staff to forward all of the relevant agreements for review. Interim Town Manager Hoffmann explained that a grant amendment was needed if the Commission chose not to complete the portion of the project located within Sea Ranch Lakes. Mayor Minnet wanted to move forward with the project quickly and scale back the amount that the Town originally committed to. Vice Mayor Dodd suggested giving Sea Ranch Lakes the opportunity to pay for a portion of the project.

Commissioner Sasser requested consensus to give the MPSC direction to begin revising the Master Plan. The Mayor agreed. Interim Town Manager Hoffmann suggested that staff outline the process, meet with the MPSC, and then come back to the Commission. The Commission agreed to move forward with the Interim Town Manager's recommendation. There was no further discussion.

b. Delivery of Revised Town Master Plan (Commissioner Scot Sasser)

3. OTHER TOWN BUSINESS:

- a. Renaming the Bougainvillea Parking Lot to the A1A Parking Lot (Commissioner Birute Ann Clotley) *This item was added earlier in the meeting*

Commissioner Clotley suggested renaming the Bougainvillea Parking Lot to the A1A Parking Lot. She said the name would be more descriptive and make it easier for people to find the lot. Commissioner Sasser agreed with the name change but felt that signage also needed to be addressed. Mayor Minnet recommended placing a sign before Town Hall on A1A that read "Beach Parking 100 yards ahead". Commissioner Vincent recommended erecting a parking sign on Town property. Interim Town Manager Hoffmann said staff would research the item and report back to the Commission.

Mayor Minnet requested that staff finalize the Wings project. Interim Assistant Town Manager Bentley gave an update regarding what needed to be done to the property. He pointed out that there was no money budgeted to have the lot connected to the A1A lot and that the transfer of ownership was held off until decisions were made regarding improvements to the area. There was discussion regarding the provision for parking permits in the agreement with Wings. Mayor Minnet said the Town was losing revenue and the lot was a safety hazard. She requested staff finalize the project as soon as possible.

- b. Sister Cities (Vice Mayor Stuart Dodd) *This item was added earlier in the meeting*

Vice Mayor Dodd said he visited the Town's Sister City; Henley-On-Thames and that they were interested in continuing the program. He requested consensus to give staff direction to bring the program back. Commissioner Clotley pointed out that Sister Cities was a private organization. Mayor Minnet said it was a great opportunity to continue with Sister Cities. Mayor Minnet recommended Vice Mayor Dodd to be the Commission liaison. Vice Mayor Dodd accepted.

4. ADJOURNMENT

With no further business before the Commission, Mayor Minnet adjourned the meeting at 8:35 p.m.



Mayor Roseann Minnet

ATTEST:

  
Town Clerk, June White

8/27/10  
Date

