

3D

**DETERMINATION ON
PROPOSED
SPECIAL ELECTION**

Town of Lauderdale-By-The-Sea
4501 Ocean Drive
Lauderdale-By-The-Sea, Florida 33308-3610

DELETED
2 APR 09
MAYOR & TOWN COMMISSION
EO

Memorandum

To: Esther Colon, Town Manager
John Olinzock, Assistant Town Manager
From: June White, Town Clerk *JW*
Date: 4/21/2009
Re: November Elections

At the April 20, 2009 Commission meeting Commissioner Clotey questioned whether the Town would be obligated to hold a Special Election in November once permission was obtained from the Supervisor of Elections.

Mary Cooney advised that we would not be obligated to hold the Election after receiving approval and the only cost for canceling would be actual costs. For example, if our poll workers had already gone to training, they would have to be compensated or if the ballot had already been printed, that cost would be passed on. Naturally the closer we were to the election the more likely there would be expenses.

Thank you.

June White

From: Mary Cooney [mcooney@browardsoe.org]
Sent: Monday, April 20, 2009 4:56 PM
To: June White
Subject: RE: November Elections

By "special meeting", do you mean special election? You would not be obligated to hold it after receiving approval and the only cost for cancelling would be actual costs. For example, if your poll workers had already gone to training, then they would have to be compensated or if the ballot had already been printed, that cost would be passed on. Naturally the closer you were to the election, the more likely there would be expenses.

Mary Cooney
Public Services Director
Broward County Supervisor of Elections Office
115 S. Andrews Avenue, Room 102
Fort Lauderdale FL 33301
(954)712-1960
www.browardsoe.org



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From: June White [mailto:junew@lauderdalebythesea-fl.gov]
Sent: Monday, April 20, 2009 4:49 PM
To: Mary Cooney
Subject: November Elections

Mary,

The Commission wants to know whether the Town would be obligated to hold their special meeting once the Supervisor of Elections grants permission and/or would the Town be charged if they decided not to go ahead with the November elections but wait until March instead.

June

June White
Town Clerk
Town of Lauderdale-By-The-Sea
4501 Ocean Drive
Lauderdale-By-The-Sea, FL 33308
junew@lauderdalebythesea-fl.gov
Phone: 954-776-0576
Fax: 954-776-1857

TOWN OF LAUDERDALE-BY-THE-SEA

TOWN COMMISSION

MINUTES

Town Commission Meeting Room

4501 Ocean Drive

Monday, April 20, 2009 Continued From April 14, 2009

2:00 P.M.

1. CALL TO ORDER, MAYOR ROSEANN MINNET

Mayor Roseann Minnet called the meeting to order at 2:00 p.m. Vice Mayor Jerry McIntee, Commissioner Jim Silverstone, Commissioner Stuart Dodd, Commissioner Birute Ann Clotey, and Town Attorney Susan L. Trevarthen were present. Also present were Assistant Town Manager John Olinzock, Town Clerk June White, and Senior Office Specialist Nekisha Smith.

15. OLD BUSINESS

-  a. Commission approval of the Broward County Supervisor of Elections agreement for November 3, 2009 - Tabled at the March 10, 2009 by Vice Mayor McIntee (Clerk White)

Vice Mayor McIntee clarified that the agreement was ready to go.

Commissioner Dodd questioned whether the agreement was the go ahead with the November 2009 Referendum. Town Clerk White clarified that it was not. She added that the Town had to write a letter to the Supervisor of Elections requesting permission to have the Special Election. Vice Mayor McIntee asked when the Town needed to have everything to the Supervisor of Elections. Clerk White said the end of July at the latest. She reminded them that there were Ordinances that required two readings and that once the May 13, 2009 Workshop was complete the Commission should make their decision at the May 28, 2009 Commission meeting so the reading of ordinances could begin with the first reading in June and the second reading in July.

Mayor Minnet inquired as to whether there would be additional charges if the Commission held off on the referendums until the March 10, 2010 General Election. Ms. White said there would not be any additional charges. She explained that Town would have a Special Election November 3, 2009 as a stand alone and therefore would pay \$13,986 for that election.

Vice Mayor McIntee made a motion to defer the agreement until the May 28, 2009 meeting. Commissioner Silverstone seconded the motion.

Commissioner Dodd was concerned that they may be putting it off too long. He thought that by pushing it to May the ordinances would have to go in June and the Ordinances were not yet written. Clerk White believed there would be enough time even if the first reading of the Ordinances began with the first meeting in June and the second reading the first meeting in July. She added that the important thing was getting Commission approval to go to referendum with the November 3, 2009 Special Election in order to obtain permission from the Supervisor of Elections. She explained that once the Commission had their workshop and gave their approval at the May 28, 2009 Commission meeting she would send the letter to the Supervisor of Elections to obtain permission.

Mayor Minnet thought that spending an additional \$14,000 to rush through Charter Amendments did not make sense. She believed people needed time to review them.

Commissioner Clotley inquired as to whether the Town would be financially obligated once permission was granted. Clerk White said she would obtain the information.

In a roll call vote, the motion carried 5 - 0.

b. Discussion and/or action regarding a clock in the pavilion (Requested at the March 11, 2009 Commission meeting by Vice Mayor McIntee)

Vice Mayor McIntee inquired of research done on prices for a clock in the pavilion. Assistant Town Manager Olinzock stated that staff solicited for concepts, not prices. Vice Mayor McIntee wanted to get the community involved in paying for the clock or one of the organizations such as Kiwanis or the Citizen's Initiative Committee.

Vice Mayor McIntee made a motion to direct the Town Manager to come up with concepts and costs. Commissioner Silverstone seconded the motion. He requested New Business item 16n be discussed at this time as it pertained specifically to this issue. Mayor Minnet approved.

Commissioner Silverstone suggested that a 24" weather proof clock would fit under the eave at the front of the pavilion. He said the clock had optional solar power capability and/or a wind measurement meter options at less than \$1,000. Commissioner Silverstone added that the clock adjusted time automatically throughout the day and automatically adjusted to daylight savings time.

Commissioner Silverstone offered a friendly amendment to go forward with a \$1,000 limit to include the 3 options on the clock.

Commissioner Clotley liked the idea of taking donations from the community rather than using Town funds. She preferred a general collection rather than have one organization donate the funds.

Timetable for November 3, 2009 Special Election for Ballot Questions

1. May 13, 2009 Workshop to discuss and prepare wording for upcoming referendums.
2. Following the May 13, 2009 Workshop - letter to Dr. Brenda Snipes, Supervisor of Elections, seeking permission to hold a Special Election on November 3, 2009 for ballot questions.
3. Attorney to submit ballot questions and Ordinance for 1st reading on June 9, 2009 (or May 26, 2009 if possible)
4. Ordinance for 2nd reading July 14, 2009 (or June 23, 2009 if possible) – Advertise 10 days prior.
5. Submit Ordinance to with questions to Supervisor of Elections between July 30th and noon September 8, 2009.

Town of Lauderdale-By-The-Sea
4501 Ocean Drive
Lauderdale-By-The-Sea, Florida 33308-3610

Memorandum

To: Esther Colon, Town Manager
From: June White, Town Clerk *sy*
Date: 3/6/2009
Re: November 3, 2009 Special Election for Ballot Questions

Please be advised that it is required that either the Commission, the Mayor, the Town Manager or myself send a letter of request to Dr. Brenda Snipes seeking permission to have a Special Election on November 3, 2009 for ballot questions.

Once permission is granted we are required to send an Ordinance passed by the Commission pertaining to the Special Election. The Ordinance should contain the questions for the ballot.

The ballot questions must be received at the Supervisor of Elections Office no later than noon September 8, 2009. The Supervisor of Election would prefer that we submit them earlier if possible.

I understand that a Workshop has been scheduled for May 13, 2009 to discuss the ballot questions and prepare proper wording. Once the Town Attorney prepares the referendums the proper Ordinance can be prepared for 1st reading on June 9, 2009 and 2nd reading July 14, 2009. At that time the items can be forwarded to the Supervisor of Elections.

Once again I would like to emphasize that the cost to hold an additional election would be approximately \$27,792.00 (\$13,896 in November 2009 and approximately \$13,896 in March 2010).

Thank you.

MEMORANDUM
Town of Lauderdale-By-The-Sea
4501 Ocean Drive
Lauderdale-By-The-Sea, Florida 33308-3610

Memorandum

To: Esther Colon, Town Manager
From: June White, Town Clerk *JW*
Date: 3/30/2009
Re: March 10, 2010 Election Costs

Attached is the election costs for the March 10, 2010 Election as \$16,874.
This would include candidates and any ballot questions.

Additional charges would apply for translations or additional pages should
the ballot go to more than one page.

Thank you.

Dr. Brenda Snipes
Broward County Supervisor of Elections
Projected Election Costs for March 10, 2010 
Lauderhill By the Sea

| Line | Description | Amount | Support Schedule | Cost per polling site | Number sites in your circuit |
|------|--|--------------------------|--------------------------------|------------------------|------------------------------|
| | Total number of precincts | | | | 4 |
| 1 | CONTRACTED SERVICES (PW,VST,ETC.) | \$ 345,836 | Schedule I | \$ 2,011 | 4 |
| 2 | OVERTIME | \$ 5,712 | Schedule II | \$ 33 | 4 |
| 3 | FICA TAXES | \$ 437 | 7.65% x Overtime | \$ 3 | 4 |
| 4 | RETIREMENT CONTRIBUTIONS | \$ 444 | 7.78% x Overtime | \$ 3 | 4 |
| 5 | CONTRACTUAL SERVICES | \$ 125,380 | Schedule III | \$ 729 | 4 |
| 6 | COMMUNICATIONS | \$ 69,938 | Schedule III | \$ 407 | 4 |
| 7 | TRAVEL | \$ 3,947 | Schedule IV | \$ 23 | 4 |
| 8 | TELEPHONE-SPECIAL CIRCUITS | \$ - | Schedule V | \$ - | 4 |
| 9 | TRANSPORTATION OF EQUIPMENT & SUPPLIES | \$ 20,528 | Schedule IV | \$ 119 | 4 |
| 10 | POSTAGE | \$ 20,762 | Schedule VI | \$ 121 | 4 |
| 11 | RENTAL OFFICE & BUILDINGS | \$ - | Polling places x 50% x \$50.00 | \$ - | 4 |
| 12 | RENTAL EQUIPMENT | | | \$ - | 4 |
| 13 | EXTERNAL PRINTING | \$ 48,342 | Schedule VI | \$ 281 | 4 |
| 14 | ADVERTISING | | | \$ - | 4 |
| 15 | LEGAL ADS | \$ 5,736 | Schedule VII | \$ 33 | 4 |
| 16 | COMMISSIONS AND FEES | \$ 3,500 | | \$ 20 | 4 |
| 17 | OFFICE SUPPLIES | \$ 75,000 | | \$ 436 | 4 |
| 18 | MISCELLANEOUS EXPENSE | \$ - | | \$ - | 4 |
| | TOTAL | <u>\$ 725,562</u> | | <u>\$ 4,218</u> | |