



CITY OF FORT LAUDERDALE

DRAFT
MEETING MINUTES
CITY OF FORT LAUDERDALE
INFRASTRUCTURE TASK FORCE ADVISORY COMMITTEE
FORT LAUDERDALE EXECUTIVE AIRPORT
RED TAILS CONFERENCE ROOM
6000 NW 21 AVENUE, FORT LAUDERDALE, FLORIDA
MONDAY, SEPTEMBER 11, 2023 – 2:00 P.M. TO 4:30 P.M.

January-December 2023

Attendance

Marilyn Mammano, Chair	P	7	0
Peter Partington, Vice Chair	P	5	2
Gerald Angeli	P	5	2
Shane Grabski (arr. 2:02)	P	5	1
James LaBrie	P	7	0
Michael Lambrechts	P	5	2
Michael Marshall	A	4	3
Marta Reczko	A	0	1
Roosevelt Walters	P	7	0
Ralph Zeltman	P	9	0

As of this date, there are 10 appointed members to the Committee, which means 6 would constitute a quorum.

Staff

- Omar Castellon, Assistant Director of Public Works – Engineering
- Dr. Nancy Gassman, Assistant Director of Public Works -- Sustainability
- Vickie Beauvais, Senior Administrative Assistant
- Daniel Fisher, Senior Project Manager
- Laura Reece, Director, Office of Management and Budget
- William Power, Assistant Director, Planning and Development Services Department
- Jamie Opperee, Recording Secretary, Prototype, Inc.

Communication to the City Commission

Motion made by Mr. LaBrie, seconded by Mr. Walters, to return the public-private partnership proposal that is currently on the table, and not accept any further proposals going forward until public outreach is complete. In a voice vote, the **motion** passed unanimously.

1. Call to Order

i. Roll Call

Chair Mammano called the meeting to order at 2:00 p.m. Roll was called and it was noted a quorum was present.

ii. Approval of Agenda

Motion made by Mr. Walters, seconded by Vice Chair Partington, to approve the Agenda. In a voice vote, the **motion** passed unanimously.

iii. Approval of Previous Meeting Minutes – August 7, 2023

Motion made by Mr. Walters, seconded by Mr. LaBrie, to accept the minutes from August 7 with or without corrections. In a voice vote, the **motion** passed unanimously.

2. New Business

i. City Hall Replacement

Laura Reece, Director of the Office of Management and Budget, advised that the City Commission has determined there will be public participation events in coordination with the Infrastructure Task Force Advisory Committee (ITFAC) regarding a new City Hall. She has drafted a City Hall Public Input Project Work Plan, which includes a total of five public meetings in this process. Members of the ITFAC will be involved in preparation for these events and will be present when they are conducted. There will also be a recap of each public meeting afterward.

Ms. Reece stated that the first workshop is suggested for October 2023, and will introduce the process to the public. The locations of each workshop will be at different places throughout the City, such as the YMCA, Holiday Park, and community centers. Staff is looking into the availability of dates at these locations.

Ms. Reece continued that the second workshop would focus on the types of spaces the public might want for City Hall. This workshop would also consider spaces in which residents may meet with their elected officials.

The third workshop would address amenities for the public, while the fourth workshop would discuss options for how to procure a new City Hall. These might include a public-private partnership (P3), a design/build process, and other examples. A fifth workshop, tentatively scheduled for December 2023, would recap progress made thus far and discuss next steps.

Ms. Reece requested input from the Committee members on the draft plan, noting that public meetings are typically encouraged after 5 p.m. for greater accessibility. She noted that it may be possible to vary the meeting times if that is the consensus of the Committee.

Chair Mammano asked what materials and information would be available to stimulate public participation. Ms. Reece replied that City Staff has been encouraged to begin the

workshop process sooner rather than later, and is willing to put together information for the public.

Mr. Walters requested clarification of what would be discussed at the first meeting. Ms. Reece stated that this would include “preview topics,” identifying the topics of each meeting for the public.

Mr. Walters proposed that the second through fifth workshops could be scheduled in different City Commission districts, and that the workshops could be scheduled as part of those Commissioners’ pre-agenda district meetings or homeowners’ association meetings, which he felt would encourage greater participation from residents. Chair Mammano suggested that a workshop could also be scheduled to follow a Council of Fort Lauderdale Civic Associations meeting.

Mr. Walters recalled that the City once focused its efforts on “inreach” rather than outreach, which meant the City would go to existing public meetings rather than asking the broader community to come to the City.

Vice Chair Partington expressed concern with the proposed workshops, asserting that the community is more likely to become involved only when action is imminent. He also noted that the discussions of what the new City Hall might include is hypothetical at this point. For these reasons, he also felt inreach rather than outreach would be the preferred way to proceed.

Vice Chair Partington also noted that at the August 2023 ITFAC meeting, the City Manager had suggested that the Committee can help by “defining the philosophical values and principles for a new City Hall.” He recommended that in addition to reaching out to the public, surveys could be provided to residents as well.

Chair Mammano advised that she planned to attend an upcoming meeting of the Council of Fort Lauderdale Civic Associations, and could discuss the efforts toward a new City Hall at that meeting to increase enthusiasm and participation. She added that she would be able to provide feedback from that meeting at the next ITFAC meeting in October.

Chair Mammano also addressed Vice Chair Partington’s proposal for a survey, suggesting that social media be used to share information as well. Vice Chair Partington pointed out that social media outreach typically focuses on self-selected subsets. Chair Mammano noted that this outreach may, however, reach a broader audience than a survey.

Mr. Walters asked if the City has a method by which it could track internet surveys. Ms. Reece replied that the City works with a contractor which sends out surveys and tracks responses by Commission district and demographics. The contractor provides surveys by electronic means. Another option would be to send the survey to homeowners’

association (HOA) or civic association presidents, who can distribute it to their members.

Dr. Nancy Gassman, Assistant Director of Public Works (Sustainability), stated that in addition to the five distinct topics to be addressed through the proposed workshops, there could also be creation of a “parking lot,” which would address issues that are not the focus of the individual meeting. This could provide opportunities for members of the public to provide input on topics that would be discussed at other workshops if those individuals cannot attend every workshop.

Ms. Reece advised that the City plans to work with a consultant to facilitate each workshop. There have been discussions of creating a specific web page for the City Hall process. She added that any surveys could be made available on paper as well as electronically or through social media.

Mr. LaBrie also spoke in favor of reaching out to the Council of Fort Lauderdale Civic Associations, as it is intended to serve as a conduit for all of the City’s neighborhoods. He did not feel it would be realistic to reach out to all of the City’s neighborhood/civic associations on an individual basis, and felt that any surveys offered to the public should be tracked scientifically rather than issued via email blast or social media, as significant portions of the City’s residents may not use these outlets.

Mr. LaBrie emphasized that he was in favor of a survey mailed to a certain number of residents per Commission district, as this would result in a wide representation of respondents. Ms. Reece clarified that all of the City’s scientifically-based surveys are created and issued through a third party which validates the responses.

Mr. Lambrechts suggested using social media as an outreach tool to direct interested residents to the survey. He agreed with Mr. LaBrie that mailed surveys would be the best way to reach some residents. Chair Mammano suggested that the ITFAC could meet with the City’s consultant responsible for surveys at their October 2, 2023 meeting to discuss the questions a survey might ask.

Mr. Lambrechts asked if the planned workshops could be open via Zoom or similar communications technology, as well as recorded so individuals who could not attend would be able to see them. Ms. Reece advised that while it would be possible to livestream the workshops, allowing remote engagement could require an extra level of effort. She concluded that this could be discussed further.

Chair Mammano recalled that during discussions of the new water treatment plant, the City had conducted a virtual “town hall” –style meeting which allowed the public to ask questions. She suggested that this could be done for the City Hall discussions as well.

It was also noted that the survey could be made available online for individuals who view the recorded workshops. Ms. Reece cautioned that there is a difference between

preparing and distributing a scientific survey and making a page available for input. In order to ensure the scientific validity of the survey, these two options would need to be kept separate, as a scientific survey must follow a consistent approach.

Chair Mammano also addressed the upcoming Council of Fort Lauderdale Civic Associations meeting she will attend, explaining that she has planned an introductory presentation on how the City Hall process may proceed. Mr. LaBrie proposed that the overview should clarify that there will be professional facilitation of multiple workshops, although dates, locations, and topics have not yet been fully determined. He concluded that the Council and its neighborhood representatives should be encouraged to participate in the ongoing conversation about the new City Hall.

Chair Mammano asked if the proposed workshops were intended to be in addition to the ITFAC's regular meetings. Ms. Reece replied that City Staff has envisioned a process through which the Committee provides direction, including recaps of previous workshops and the design of upcoming workshops. She suggested that the Committee have at least one member present at each workshop, and noted that the workshops may need to be advertised as ITFAC meetings, as there may be more than one ITFAC member present.

Vice Chair Partington asked when the City's facilitator is expected to come on board. Ms. Reece replied that Staff has met with this consultant for conceptual discussions and hopes they will be available for the Committee's October 2023 meeting. She reiterated that the City consultant responsible for creating surveys would also be asked to attend in October.

Chair Mammano clarified that the October 2 meeting will be a regular Committee meeting, with the first two workshops to be held later. Ms. Reece noted that the workshop schedule can be modified if it is the Committee's preference to hold one workshop per month. Mr. LaBrie was in favor of this suggestion, pointing out that he felt the currently proposed schedule is too aggressive. Chair Mammano proposed that the first two workshops be scheduled for October and November 2023.

Mr. Walters suggested that the regular ITFAC meetings be used to plan for each month's workshop. Mr. LaBrie reiterated that the draft schedule shows two workshops proposed for October, and there is only one regular ITFAC meeting scheduled for that month. He also pointed out that the Committee has more business to discuss on its Agendas than City Hall alone. Mr. Walters clarified that he was in favor of holding one workshop in October and one in November, as proposed by the Chair.

Vice Chair Partington asked if the Committee should consider postponing its regular October 2023 meeting to a later date in that month, which would allow the regular meeting to directly precede the first workshop. Another suggestion was to keep the Committee's regularly scheduled meeting dates in October and November, with the first

workshop scheduled after the regular November meeting. Subsequent workshops would be similarly scheduled at later dates than the regular meeting each month.

Chair Mammano advised against scheduling a workshop during the month of December, and was in favor of holding the second, third, and fourth workshops in January, February, and March 2024. The Committee members agreed that the first workshop will need to be a success in order to encourage public participation in subsequent meetings.

Ms. Reece advised that the draft timeline suggests the workshops should be complete and a report on the process issued by March 2024. Mr. LaBrie pointed out that the City Manager, at the Committee's July meeting, had referred to a timeline of six months to one year. Chair Mammano stated that the Committee may be able to provide a draft report in March 2024.

Chair Mammano continued that she would also like to address the Committee's life expectancy. It was noted that the City Commission has extended the Committee's existence through February 2025, although she was not certain how the members' individual terms of service might be affected.

Chair Mammano continued that the City's facilitator should be on board no later than the November 6, 2023 Committee meeting, and the Committee should have a good idea of what materials can be prepared and presented at the first workshop later that month. Ms. Reece estimated that the first workshop would be scheduled in mid-November. She suggested that one potential location for this workshop would be Downtown. She added that if the workshop follows the regular meeting within a short time frame, there may not be sufficient time for Staff to incorporate the Committee's input.

Ms. Reece reviewed the discussion so far, which involved bringing both the City's survey consultant and their facilitator, if available by that time, to the October 2 meeting. This would allow the Committee to develop a long-term plan, but would not allow sufficient time to design the first workshop. If that design is presented to the Committee at their November 6 meeting, Staff could make any requested changes to the design and deliver the first workshop approximately the following week. Chair Mammano agreed that this was an aggressive but achievable timeline.

It was noted that the draft design of the first workshop could be provided to the Committee members in advance of their November meeting, although Ms. Reece cautioned that the members' feedback on the draft could not be shared outside of the meeting due to the Sunshine Law.

It was determined that the Committee's preference was for the first workshop to be held the week of November 27, 2023, with no workshop planned for December. The City's facilitator was expected to be available no later than the Committee's November 6, 2023 meeting to prepare for the first workshop.

Vice Chair Partington asserted that the Committee should strongly encourage the City to finalize the contract with its facilitator before the ITFAC's October 2 meeting. Ms. Reece observed that this may be possible as long as the contract amount is for less than \$100,000, as an amount over that threshold would require City Commission approval.

Chair Mammano recalled that the Committee has previously suggested to both the City Manager and City Commission that the Commission return a P3 proposal for a new City Hall which was submitted earlier in the year. She recommended that this be sent as a communication to the Commission, pointing out that as the ITFAC plans to engage the public with respect to a new City Hall, the return of the current P3 would demonstrate a show of good faith.

Vice Chair Partington requested clarification of the downside of not returning the P3. Chair Mammano explained that if the proposal continues to be considered throughout the workshop process, it could influence discussions with the public.

Mr. LaBrie asked what might happen if other P3 proposals are received while the workshop process is in progress. Chair Mammano stated that the City Manager has discretion to accept or decline P3s.

Motion made by Mr. LaBrie, seconded by Mr. Walters, to return the P3 that is currently on the table, and not accept any further going forward until we are further along in the process or at a certain point in time. In a voice vote, the **motion** passed unanimously.

Chair Mammano requested that Staff look into the status of each of the Committee members' individual terms. Ms. Beauvais replied that she would need to contact the City Clerk's Office for this information and send each member an update on their status. Chair Mammano also requested that Ms. Beauvais send all members a copy of the City Commission's Resolution extending the life of the Committee through March 2025.

3. Old Business

i. Update on the Water Treatment Plant

Assistant Director of Public Works (Engineering) Mr. Castellon asked if the Committee would like an update on the new water treatment plant to be provided at every meeting or every other meeting, pointing out that there may be months in which little activity occurs. Chair Mammano confirmed that every other month would be sufficient, although she noted that this may change as the process moves closer to completion.

Senior Project Manager Daniel Fisher reported that the City's Development Review Committee (DRC) is currently reviewing plans and providing comments. Draft deep well permits have been issued for two wells, with drilling expected to commence by the end

of the year. The site on which the new plant would be constructed is being re-platted, and temporary easements for Florida Power and Light (FPL) are being approved. Additional activities include the abandonment of Well 42 and modifications to piping. The project is expected to be fully underway by January 2024.

Mr. Fisher added that a contract for the plant's enabling works was approved in August 2023, and task orders will be executed in November and December for the project's design. Five different consultants have been approved to perform this work, which will include water and sewer work, construction of a 48 in. water main, and construction of a new tank and rehabilitation of pipes at the existing Fiveash Water Treatment Plant. The design criteria package is planned to be advertised by summer 2024. Construction is not expected to begin before fall 2024.

Mr. LaBrie asked if there has been any feedback from the neighborhoods located near the planned new plant. Mr. Fisher confirmed that the Palm Air neighborhood has expressed concern with the view and has requested that trees be planted in time to mature before the plant is operational. The City plans to provide these additional trees.

It was determined that the Committee would hear the next update on the new water treatment plant in December 2023.

ii. Replacement of 54-inch effluent pipe from the George T. Lohmeyer Regional Wastewater Treatment Plant to the injection wells

William Power, Assistant Director of the Planning and Development Services Department, explained that RFP presentations were held on July 26, 2023 for this project, and the highest-ranked firm was determined. Materials were prepared for the City Commission's September 19, 2023 meeting regarding this contract; however, Staff was asked to delay this item until October due to funding. The cost of the project is approximately \$46 million.

Mr. Power continued that contract approval was moved from September to October, as requested. Since that time, a bid protest has been submitted, which is being evaluated by the Procurement Office and City Attorney's Office.

The Broward County Board of County Commissioners has established a series of stringent dates as part of the inter-local agreement (ILA) for this project, including a requirement that work in an Eisenhower Boulevard intersection must be complete by December 1, 2024. Other target dates include completion of work on Eisenhower Boulevard by June 2025, which will coincide with the opening of the Convention Center. The entire project must be complete by June 2026. These dates are included in the ILA.

Chair Mammano requested that the Committee members be emailed a copy of the ILA for future reference.

Chair Mammano also asked for more information on how the bid protest is expected to affect the timeline. Mr. Power replied that he could not estimate the protest's impact, but emphasized the importance of beginning the project as soon as possible in order to meet target dates.

Mr. Walters requested additional information on the potential credibility of the bid protest. Mr. Power advised that he did not have specific information on the protest, which is being reviewed by the Procurement and City Attorney's Offices. He hoped to hear feedback on the protest within the next two weeks.

Dr. Gassman explained that the Procurement Office is responsible for determining whether or not the bid protest is valid. The protest typically accompanies the award item to the City Commission. The protesting entity has an opportunity to present to the Commission; however, if it has been determined that there is no validity to the protest, Staff will recommend that the Commission deny the protest. The Commission must then determine whether they wish to accept or overturn Staff's recommendation. There is also the potential for a vendor to disagree with the Commission's decision and pursue litigation.

Chair Mammano asked if the City would be able to seek an extension on the target dates determined by Broward County. Mr. Castellon explained that there is also a deadline for the replacement of the pipe under the Consent Order. If the process is further delayed, it may become necessary to seek an extension.

4. Public Works Update

- i. CIP Financial Report**
- ii. Water & Sewer Breaks Report w/Mapping**

Mr. Castellon reported that there were no sewer breaks in August 2023. There was one water break in a 16 in. pipe.

Mr. Zeltman recalled that in August 2023, the City posted an advertisement for consultants to analyze the City's wastewater collection systems, including repair, in an effort to decrease inflow and infiltration (I&I) into the George T. Lohmeyer Wastewater Treatment Plant. Mr. Castellon confirmed that the City had advertised for contractors and selected contractors who would be rotated in to do this work as necessary.

5. General Discussion and Comments

- i. Committee Members**

Vice Chair Partington requested an update on a request from Fort Lauderdale to Broward County to raise the treatment capacity at the Lohmeyer plant. Dr. Gassman

advised that the Broward County Mayor was approached by Fort Lauderdale's Mayor to express concerns regarding the plant's capacity. The Broward County Mayor indicated there had been an administrative misunderstanding, and the capacity was raised by six million gallons per day (MGD).

Dr. Gassman continued that the City is pursuing additional efforts to determine how the Lohmeyer plant's overall capacity may be increased going forward, as some of the City's large users of this system have reached the limit they can put into the system. This can affect those users' continued ability to develop. If large users exceed the capacities listed in their agreement packages, this changes the rate scale they are required to pay. In addition, Fort Lauderdale may deny those users new developments above a certain size.

Mr. Castellon added that the City will hire another consultant to work with large users to increase their capacity, and to prepare documentation which will be shared with the County.

Vice Chair Partington requested clarification of whether or not developments that had been stalled while the City and County discussed capacity at the Lohmeyer plant are now able to proceed. Dr. Gassman advised that the City issues capacity letters based on future capacity rather than current capacity. Large users' developments are considered in relation to the limits set in their current large user agreements. These are potentially limited by their contracts rather than by the capacity of the Lohmeyer plant. In the longer term, there will eventually be a capacity issue with the plant itself if the City and its large users continue to want to develop.

Mr. Walters asked when the City plans to address the replacement, repair, and potential installation of sidewalks. Mr. Castellon replied that while the City continuously repairs its sidewalks, there is no money to install new sidewalks..

Dr. Gassman explained that over the course of fiscal year (FY) 2023-2024, the City's Transportation and Mobility Group is moving forward with a gap analysis using data generated by the City's stormwater operations team. This data will provide a better understanding of the City's swales and rights-of-way, as well as sidewalk condition and gaps. The Engineering Department will use information on sidewalk condition to prioritize where facilities must be repaired or replaced. The Capital Improvement Program (CIP) has a standing dollar amount budgeted for these efforts.

Dr. Gassman continued that the Department of Transportation and Mobility will also consider sidewalk gaps and develop a gap plan, which will prioritize the areas where gaps exist and sidewalks are wanted and would serve critical facilities. She cited examples such as areas near schools and neighborhoods where there are currently no sidewalks and where they have been requested. She estimated that \$500,000 was placed in the CIP to start addressing known gaps that have already been prioritized,

although this amount may decrease to \$250,000 in the final budget, as there is currently no plan to be followed.

Mr. Walters recalled that there is a mandate for some sidewalks to be made accessible under the Americans with Disabilities Act (ADA), particularly at or near bus stops. He asked how this will be addressed for buses that do not have regular stops. Dr. Gassman replied that while she did not have an answer to this question, all new sidewalks and sidewalk segments must consider ADA accessibility. When a sidewalk is repaired in a specific location that must meet ADA requirements, this accommodation will be taken into consideration; however, she could not speak to future ADA improvement locations.

Mr. Walters concluded that while the City is working to repair or replace sidewalks, most residents do not see this work going on, and often express concerns with the lack of or condition of sidewalks in their neighborhoods. Dr. Gassman recalled that a sidewalk index study was begun in 2014. At present, the City takes a reactive approach to requests for repairs. The sidewalk condition index planned for the next fiscal year will help better prioritize where the greatest issues are and where funds should be spent, and the gap analysis will create a plan for where new sidewalks should be constructed.

Mr. LaBrie addressed water treatment plant capacity once more, requesting further clarification of the issues related to its large users, such as Wilton Manors and Oakland Park. Mr. Grabski noted that at present, Fort Lauderdale is not holding up development in either of these municipalities. Mr. Castellon explained that when the large users exceed the capacity in their agreements, their rates may change. It was noted that the increase could also be tied to the individual developer.

Dr. Gassman advised that just as Fort Lauderdale has spent millions of dollars to address I&I, its large users, including Wilton Manors, are also required to do so. This allows those users to increase their capacities. Those cities' collection systems are under their own jurisdictions, while Fort Lauderdale only treats the effluent sent from those cities.

Mr. Castellon stated that Wilton Manors has requested greater capacity. Dr. Gassman added that Fort Lauderdale meets with Wilton Manors at least once per year to discuss reconciliation of previous expenditures as well as the rates set for future years. The large user agreements are five- or ten-year documents.

Mr. Walters asked if Fort Lauderdale monitors the large users' I&I programs. Dr. Gassman replied that while these users are contractually obligated to maintain their own systems, Fort Lauderdale does not have any regulatory ability to determine whether they are doing so or not.

ii. **Public Comments**

None.

6. Adjournment – NEXT SCHEDULED MEETING DATE: Monday, October 2, 2023

There being no further business to come before the Committee at this time, the meeting was adjourned at 3:54 p.m.

Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.

[Minutes prepared by K. McGuire, Prototype, Inc.]