

MEMORANDUM

To: Council President Richard Willard

From: Donald J. Lunny, Jr., Esq.

Date: July 15, 2021

Re: July 20, 2021 Meeting Agenda Items

Copy: Tedra Allen

Please find attached documents in draft form for the upcoming Village Council Meeting. As per past practice, I've included the documents in Word format so that the Agenda can be easily prepared by inserting the title of each in the Agenda.

1. The first draft Resolution declares the Office of Mayor vacant as a result of former Mayor Anthony's resignation. As you may recall, the Village Council adopted Resolution 2021-1 earlier this year which designated you as Council President with the ability to act as a "Mayor" during any time that the Mayor was absent, disabled, or disqualified. Now that that seat is vacant, this first Resolution confirms your appointment as "Acting Mayor" temporarily until the Office is filled. Furthermore, the Resolution sets forth a notice and procedure for filling the seat in substantial form as was used previously when former Council Members John and Sally Boisseau's seats needed to be filled.
2. The second draft Resolution approves Tedra Allen's independent contractor relationship for the services of Village Administrative Assistant and for the services of Village Qualification and Election Agent. As you may recall, Ms. Allen served as the Qualifications and Election Agent for the Village's 2020 municipal general election. The draft Resolution sets forth the scope of services for each type of service and mentions that an Exhibit will set forth compensation once that is discussed at the Meeting and approved by the Council. The scope of services for "Administrative Assistant" was largely taken from Prototype's contract, and the scope of services for "Qualification and Election Agent" was taken from Ms. Allen's previous contract. It would be fine to state in the Compensation Exhibit that compensation for Special Elections would be established in the future depending on the nature of the Special Election (i.e. whether it is a candidate election only, or whether ballot questions are included [for example, a merger or dissolution]).
3. The third draft Resolution amends a prior Village Council Resolution concerning the location of Village Council Meetings so as to allow the Hagen Community Center to be used as an alternative to the Conference Room. The governing statute requires that the Resolution also establish the time of the Meetings. I kept the time the same as the prior version (6:30 PM), but also added a sentence or two stating that this could change depending on various matters (for example, the Community Center's Scheduling Calendar, and quorum considerations).
4. The fourth draft resolution concerns the information which needs to be given to the Broward County Property Appraiser for advertising a millage rate and hearing dates for the upcoming Trim

Notice. The millage rate to be specified is only for advertisement purposes, and the Village Council can confirm it or reduce it later. Increasing that specified rate above the advertised TRIM rate is quite difficult given the supplemental advertising required to do so and the type of hearing timetables applicable to these matters. You will note that I've left "blank" the proposed Millage Rate and the Hearing date, as what you plan to propose will need to be discussed and approved by the Council and then inserted into the document before you sign same. The calculation of the "Rolled Back" rate is done after the Meeting and before you sign the final version.

5. The fifth draft resolution concerns exploring an alternate form of governance for the Village Territory and starting a formal dialogue with the City of Wilton Manors. A prior version of this draft Resolution was considered at the last meeting, and I was requested to make certain changes which are "high lighted" in yellow.
6. The sixth item is a draft Interlocal Agreement that will allow Broward County to use the Special Magistrate process to enforce certain zoning infractions. This was requested by the Prior Administration, is a County form of Agreement that the Village likely has little ability to substantively change, and has been discussed from time to time in Council Meetings as a matter in progress. I have had no involvement in this matter other to advise that given the turnover, the document should be approved by the Council and not signed in the absence of a Meeting. If the draft is approved, the signature lines will need to be amended.
7. The seventh item is an invoice that I received from Prototype. I am sending it to make sure it is on the Agenda in case you did not have it.
8. The last items are invoices from my Firm that remain outstanding. I am also sending these to you for the Agenda in case you did not have them.