



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#18-0461

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: June 19, 2018

TITLE: Resolution Providing for a Merit Salary Increase for City Manager Lee R. Feldman, Effective June 13, 2018

Recommendation

It is recommended that the City Commission approve a resolution providing for a merit salary increase for City Manager Lee R. Feldman, effective June 13, 2018.

Background

In accordance with the Employment Agreement with the City Manager dated June 14, 2011, the City Commission may grant merit increases to the City Manager to such extent as the City may determine that it is desirable on the basis of an annual performance review.

Attached for the City Commission's information to assist in the annual performance review is a copy of the 2018 progress report regarding *Press Play Fort Lauderdale, Our City, Our Strategic Plan 2018*.

Additionally, I would like to bring several specific achievements of the Divisions in the City Manager's Office to the Commission's attention. Credit is unequivocally shared by the entire Community Building Leadership Team (which includes Assistant City Managers, City Manager's Office Division Managers, Department Directors and Deputy/Assistant Department Directors) and all dedicated Community Builders (employees) that are all a part of the City of Fort Lauderdale organization.

Budget/CIP & Grants Division Accomplishments:

- Developed the Fiscal Year (FY) 2018 Budget, which was adopted by the Commission. The FY 2018 adopted budget kept a low millage rate of 4.1193 per \$1,000 of taxable value for the eleventh consecutive year.
- Awarded Government Finance Officers Association (GFOA) Distinguished Budget Award for the FY 2018 Budget for the 34th consecutive year.
- Collaborated with the Department of Sustainable Development to revise the Vacation Rental Registration Fee Schedule.

- Implemented a new salary savings calculator and improved an administrative process that provides a more accurate and consistent calculation for all position-related requests.
- Worked with a consultant to update the General Services Indirect Costs and Information Technology Services Cost Allocation Plans.
- Partnered with the Geographic Information Systems (GIS) Division of the City's Information Technology Services Department and the Public Works Department to develop and implement a software application that will allow Neighbors to track the progress of current and planned Community Investment Plan (CIP) projects.

Housing and Community Development Division Accomplishments:

- Using Home Investment Partnership (HOME) program funding, a 2 bedroom 2 bathroom single-family home with a garage was constructed for \$174,093.
- Repaired seven homes with State Housing Initiatives Partnership (SHIP) Program funding, providing assistance to very low, low, and moderate-income homeowners by providing home repairs to make homes decent, safe, and sanitary.
- Staff from the City's Housing and Community Development division was selected to present at 'Housing's Role in Ending the HIV Epidemic' training at the Housing Opportunities for Persons with AIDS (HOPWA) Institute in Tampa, Florida. The City was selected based on the quality of the research data on the relationship between stable housing and ending the HIV epidemic.
- Florida Housing Finance Corporation (FHFC) provided \$22,357 in funding to the City of Fort Lauderdale to be used for counseling services related to homeownership, including post purchase counseling, housing consumer education, and anti-predatory lending services.

Nighttime Economy Division:

- Established the Nighttime Economy as a division of the City Manager's Office, including the hiring of the Nighttime Economy team including leadership and administrative support. The team also includes members from Fire-Rescue, Police, the Department of Sustainable Development, and Parks and Recreation.
- Undertook a process improvement project focused on defining a standard process and reducing the time it takes to issue extended hours permits.

Office of Neighbor Support Accomplishments:

- Continued the administration of the Chronic Homeless Housing Collaborative Grant, providing housing and supportive services for up to 43 chronically homeless individuals and/or families.
- Continued the administration of the Rapid Rehousing Program with time limited housing assistance serving 99 households for persons who were homeless in the City of Fort Lauderdale.
- Continued development and implementation of the Neighborhood Community

Investment Program (NCIP) / Business Community Investment Grant Program (BCIP) Comprehensive Maintenance Initiative.

- Coordinated four major volunteer service days Citywide:
 - Fort Lauderdale Cares Day: This empowerment and beautification activity focuses on street and beach cleanup, landscaping, and graffiti removal at several locations throughout the City.
 - Fort Lauderdale United Day: This civic engagement activity focuses on removing litter, promoting recycling, and supporting healthy communities.
 - Fort Lauderdale Ready Day: This is a preparedness event where the City ensures that neighborhoods are ready for the hurricane season.
 - Fort Lauderdale Make a Difference Day: This empowerment and beautification activity focuses on street, waterway, and beach cleanup.
- Implemented the Broward Reads Initiative, a countywide collaborative approach to ensure that Fort Lauderdale children can read at grade level by third grade. The collaborative action plan consists of various initiatives, which include volunteers reading at schools; volunteer tutoring sessions; kids' book exchange; Little Free Libraries where volunteers build small outdoor boxes in the shape of houses, stock them with books, and install them throughout the City for easy access; and collaboration with local business and churches to host reading parties and fundraisers.
- Coordinated the annual Neighbor Support Night, providing an opportunity for Fort Lauderdale's Neighbors to learn about the City, strengthen community ties, elevate public spirit, and build civic awareness in a fun and casual atmosphere.
- Continued with the implementation of the Neighbor Leadership Academy, a citizen academy that teaches members of the community about City operations and structure. The program aims to empower Neighbors to be actively engaged in the City and become neighborhood leaders. The academy now has 57 graduates, many of which have taken on new leadership roles within their communities.

Office of Professional Standards Accomplishments:

- Collaborated with supervisors and Community Builders to resolve potential complaints, addressing complaints of harassment and discrimination in the context of applicable laws, regulations, and standards with a focus on conflict resolution. This approach resulted in a 50% decrease in claims opened in Calendar Year 2017 compared to Calendar Year 2016.
- Assisted Community Builders who maintain secondary employment outside the City during the current fiscal year by advising them of ethical considerations and compliance with the City policy implemented in 2017. Provided guidance and clarification on the City Employee Code of Ethics.
- OPS strengthened its efforts to explore options for reasonable accommodations under the Americans with Disabilities Act. Such options include ergonomic modifications and prioritization or restructuring of duties for Community Builders while preserving their essential functions.

Office of Real Estate

- Established the City of Fort Lauderdale Policy for acquisition, sale, or lease of real estate property.
- Competitively procured Collier's International, Inc. to manage the City's real estate portfolio.
- Disposed of the "Sludge Plant Property" for \$14,250,001 - 7% above the appraised value of the property.
- Negotiated the acquisition of Robert Black's Property at 2681 Riverland Road for future park use.
- Negotiated the lease agreement with Suntex Marinas for the development and management of the Las Olas Marina.
- Negotiated the lease agreement with the YMCA for the Mizell Site.
- Negotiated leases for the remaining shops in the Riverwalk Center. The Riverwalk Center is now at full occupancy.

Strategic Communications Division Accomplishments:

- Produced, promoted, coordinated and supported numerous annual signature Citywide events to build community and enhance quality of life including: Neighbor Support Night, Light Up Sistrunk, Downtown Countdown, State of the City, St. Patrick's Parade and Festival, Fort Lauderdale Cares Day, Citizens Recognition Awards, Community Appearance Awards, and others.
- Produced, promoted, coordinated and supported more than 50 Citywide events including ribbon-cuttings and groundbreakings to build community and enhance quality of life including: Commission Swearing-In Ceremony, Panthers in the Park, Sweeting Park, Southside School, new multi-purpose athletic fields at Mills Pond Park and others.
- Developed and implemented public outreach campaigns for numerous capital investment, infrastructure, sustainability, and quality of life initiatives including: Stormwater Master Plan, Vision Zero, NE 13th Street Complete Streets Project, Sistrunk Boulevard 30-inch force main, Las Olas Beach Park Project, King Tides, Uptown Village Master Plan, Backflow Prevention, Household Hazardous Waste Drop-off Events, Tree Giveaways, Free Chlorination, Street repaving and Sidewalk Repairs, and upgrades to our existing water, stormwater, and sewer systems.
- Developed, promoted and launched new Citywide intranet, LauderShare, which will replace the existing internal City intranet (LauderLink). LauderShare allows for a two-way communication and collaboration through shared files. The new platform helps the organization operate more efficiently; it facilitates the communication of internal programs, announcements, events, etc. Strategic Communications developed training materials for Community Builders across the organization; it also developed workflows to implement a new Citywide agenda review process and training curriculum for agenda coordinators.
- Launched "Go Big, Go Fast!," a Citywide weekly newsletter to provide regular updates on the progress of Citywide infrastructure improvements. The newsletter is distributed to more than 25,000 Neighbors each week through email, social media and the City website.
- Coordinated five Citywide Telephone Town Hall Meetings and prepared

background and informational materials for each meeting; promoted the meetings through the City website, monthly newsletter, social media, fliers, and other materials to garner participation from 16,515 neighbors.

- Coordinated the public outreach campaign for the Unified Land Development Regulation updates. Worked with the Department of Sustainable Development and a consultant to develop a program website; coordinated and promoted the public meeting through an electronic announcement which was posted on the City website and distributed via social media.
- Launched the digital signage initiative which involved installing 19 digital display monitors in various internal and public locations to advise Neighbors and Community Builders of upcoming events and initiatives to supplement ongoing communication outreach.
- Increased the number of website subscribers and social media followers by nearly 15,000, and the number of electronic communications disseminated by more than 600.
- Conducted a comprehensive education and outreach campaign before, during and after Hurricane Irma; before the hurricane season, Strategic Communications developed an annual hurricane preparation manual for Neighbors. Before, during and after the storm, Strategic Communications staffed the Emergency Operations Center to provide 24-hour updates regarding the status of City operations through media inquiries, social media, email blasts, and the City website. After the storm, Strategic Communications continued to maintain and update a page on the City website regarding the status of operations and recovery efforts.
- Significantly increased video production and live streaming for major events including the Winterfest Boat Parade, State of the City, St. Patrick's Day Parade and Festival, Light Up Sistrunk, Citizens Recognition Awards, among others.

Structural Innovation Division Accomplishments:

- Managed the Citywide transition from the ISO 9001:2008 standard to the ISO 9001:2015 standard, resulting in no findings during an annual external audit of the system by the registrar.
- Initiated and championed alignment of all City departments' performance metrics and data analytics to better illustrate each department's core processes, with a focus on quality performance.
- Facilitated a special Neighbor survey focused on transportation, homelessness, and education.
- Created an inventory of all data sources in the City, in accordance with the City's Open Data Policy, and identified datasets to be published; this was accomplished through the Open Data Committee. The identification of these datasets will assist in the initiation of a pilot program to determine an appropriate open data platform to share data sets both internally and with the public.
- Received the Certificate of Performance Management Award for the City's performance management program for the fifth consecutive year with an Excellence rating the past 2 years.
- Collaborated with departments throughout the City on various data analytic

projects, and process and organizational improvement initiatives, including City Commission Agenda Process in LauderShare, Citywide Organizational Values campaign, and Organizational Change Management related to the implementation of FIRST (Formulating Innovative Responsive Solutions Together), the City's Enterprise Resource Planning (ERP) system.

- Coordinated the updates to various Citywide policies in the City's Policy and Standards Manual (PSM).
- Participated in opportunities to compare the City's performance through benchmarking with local government entities nationally and locally through the International City/County Management Association (ICMA), Florida Benchmarking Consortium (FBC), and mySidewalk.
- Continued networking with other local governments to share best practices, including staff from the Denver Peak Academy, and the cities of Miami, Fort Collins, and Fort Worth.

I thank the City Commission for providing our team of Community Builders with their leadership and support as we continue progress on the City's priorities and goals.

Attachments

Exhibit 1 – FY 2018 Commission Annual Action Plan – Progress Report to Commission

Exhibit 2 – *Press Play Fort Lauderdale Our City, Our Strategic Plan 2018* Progress Report, May 2018

Exhibit 3 – Resolution

Prepared by: Lee R. Feldman, ICMA-CM, City Manager

Department Director: Lee R. Feldman, ICMA-CM, City Manager