



AGENDA  
WILTON DRIVE IMPROVEMENT DISTRICT  
Wednesday March 11, 2020  
6:30 PM Commission Chambers

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**COMMENTS FROM THE PUBLIC**

Any member of the Public may speak for three minutes.

**APPROVAL OF MINUTES**

February 12, 2020

**OLD BUSINESS**

\*Safety

Discussion with Florida Department of Transportation - David Moore, Traffic Safety Specialist and Adolfo Prieto, Bicycle and Pedestrian Coordinator

- Reflectors
- Reverse Diagonal Parking Pilot Project
- Crosswalks
- Other safety issues

Public Safety During Pride of the AMericas

\*Marketing & Beautification

Update on FDOT permitting process

Holiday Lighting

**NEW BUSINESS**

\*Budget

**RESOLUTION 2020-001**

**A RESOLUTION OF THE WILTON DRIVE IMPROVEMENT DISTRICT ADOPTING A BUDGET FOR FISCAL YEAR 2020-2021; PROVIDING FOR TRANSMITTAL OF THE ADOPTED BUDGET TO THE CITY COMMISSION FOR INCLUSION IN THE GENERAL BUDGET OF THE CITY OF WILTON MANORS; AND PROVIDING FOR AN EFFECTIVE DATE.**



## **ITEMS FOR INCLUSION IN NEXT AGENDA**

\*Standing items

## **ADJOURNMENT**

Pursuant to FS. 286.0105, if a person decides to appeal any decision made by the Board, Agency or Commission with respect to any matter considered at such meeting, or hearing, they will need a record of the proceedings and that for such purposes they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.

Any person requiring Auxiliary Aids and Services for the Meeting may call the ADA Coordinator at 954-390-2122 at least two working days prior to the meeting. If you are Hearing or Speech impaired, please contact the Florida Relay Services by using the following phone numbers:

1-800-955-8770 (Voice) 1-800-955-8771 (tdd)

**RESOLUTION 2020-001**

**A RESOLUTION OF THE WILTON DRIVE IMPROVEMENT DISTRICT ADOPTING A BUDGET FOR FISCAL YEAR 2020-2021; PROVIDING FOR TRANSMITTAL OF THE ADOPTED BUDGET TO THE CITY COMMISSION FOR INCLUSION IN THE GENERAL BUDGET OF THE CITY OF WILTON MANORS; AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Wilton Drive Improvement District (“WDID”) is responsible for carrying out activities and projects within the District for the purpose of providing a cleaner, safer and more attractive area, and marketing and enhancing the properties within the District; and

WHEREAS, the WDID is a dependent special district of the City of Wilton Manors, Florida, as provided by Chapter 189, Florida Statutes; and

WHEREAS, pursuant to Section 189.016, Florida Statutes, the annual budget of the WDID must (i) be adopted by a resolution; (ii) include the total amount available from taxation and other sources, including balances brought forward from prior fiscal years; (iii) equal the total of appropriations for expenditures and reserves; (iv) show for each fund budgeted revenues and expenditures which are at least at the level of detail required for the annual financial report under Section 218.32(1), Florida Statutes; (v) regulate expenditures of the WDID; and (vi) be presented in accordance with generally acceptable accounting principles; and

WHEREAS, the WDID’s annual budget must be included within the general budget of the City of Wilton Manors and be clearly stated as the budget of the WDID; and

WHEREAS, as required by Section 10 of City of Wilton Manors Ordinance No. 2014-0011, the proposed budget must be prepared and adopted by the Board of Directors of the WDID on or before April 15, 2019, and delivered to the City Manager prior to May 1, 2019; and

WHEREAS, the Board of Directors of the WDID desires to formally approve the Fiscal Year 2020-2021 Budget and present same to the City Commission of the City of Wilton Manors for adoption and inclusion in the City's general budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE WILTON DRIVE IMPROVEMENT DISTRICT:

Section 1. The foregoing recitals and findings are true and correct and are incorporated herein.

Section 2. The Board of Directors of the WDID hereby approves the Wilton Manors Improvement District Fiscal Year 2020-2021 Annual Budget (the "Annual Budget") attached hereto and incorporated herein as **Exhibit A**.

Section 3. The Clerk of the WDID is hereby authorized to transmit the Annual Budget of the WDID to the City Commission of the City of Wilton Manors for inclusion in the general budget of the City of Wilton Manors in compliance with the requirements of Florida Statutes.

Section 4. No officer of the WDID may expend or contract for expenditures except pursuant to the adopted Annual Budget of the WDID.

Section 5. This Resolution shall be effective upon its adoption.

PASSED this 11th DAY OF March 2020.

\_\_\_\_\_  
ANTHONY LOGRANDE, Chair

ATTEST:

\_\_\_\_\_  
Faith Lombardo Clerk of the City of Wilton Manors

APPROVED AS TO FORM:

BY: \_\_\_\_\_  
Ginger E. Wald, District Counsel

Chair LoGrande	_____
Vice Chair Blevins	_____
Board Member Baisden	_____
Board Member Bloch	_____
Board Member Castillo	_____
Board Member Dreger	_____
Board Member Hugo	_____

# ATTACHMENT A

PROPOSED 2020-2021 WDID

BUDGET

	2018-19	2019-20	2019-20	2020-21
DESCRIPTION	ACTIVITY	APPROVED	ACTIVITY	REQUESTED
	THRU	BUDGET		BUDGET
	09/30/19			

APPROPRIATIONS					
Dept 5520 - WDID					
602-5520-5311.000	Professional Services	3,701	3,700	3,702	3,700
602-5520-5312.000	LEGAL SERVICES	11,775	15,000	2,575	15,000
602-5520-5321.000	Audit & Accounting	0	0	0	0
602-5520-5341.000	Contractual Services	22,862	27,115	10,200	30,000
602-5520-5412.000	Postage	0	0	0	0
602-5520-5451.000	Insurance	2,350	2,600	2,409	3,000
602-5520-5481.000	PROMOTIONAL ACTIVITIES	26,092	28,000	12,102	28,000
602-5520-5482.000	Advertising	2,871	2,000	0	3,000
602-5520-5490.008	LICENSES & PERMIT FEES	0	0	0	0
602-5520-5494.000	Miscellaneous Expense	0	0	0	0
602-5520-5511.000	Office Supplies	0	0	0	0
602-5520-5521.000	Operating Supplies	320	1,000	175	1,000
602-5520-5525.003	Special Events	0	0	0	0
602-5520-5641.000	Capital Outlay	0	17,785	0	12,300
Totals for dept 5520 - WDID		69,971	97,200	31,163	96,000
<b>TOTAL APPROPRIATIONS</b>		<b>69,971</b>	<b>97,200</b>	<b>31,163</b>	<b>96,000</b>

GL NUMBER	DESCRIPTION	2018-19 ORIGINAL BUDGET	2018-19 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORMAL (ABNORMAL)
Fund 602 - WILTON DRIVE IMPROVEMENT DISTRICT				
Revenues				
PERMITS, FEES, & SPECIAL ASSESSMENTS				
602-0000-3290.012	SPECIAL ASSESSMENT - BID	96,000.00	96,000.00	96,169.44
PERMITS, FEES, & SPECIAL ASSESSMENTS				
		96,000.00	96,000.00	96,169.44
OTHER & MISCELLANEOUS				
602-0000-3610.100	Interest Earned	1,200.00	1,200.00	2,920.20
602-0000-3690.904	P-CARD REBATE	0.00	0.00	159.04
OTHER & MISCELLANEOUS				
		1,200.00	1,200.00	3,079.24
TOTAL REVENUES				
		97,200.00	97,200.00	99,248.68
Expenditures				
OPERATING EXPENDITURES				
602-5520-5311.000	Professional Services	8,000.00	8,000.00	3,700.73
602-5520-5312.000	LEGAL SERVICES	25,000.00	25,000.00	11,775.00
602-5520-5321.000	Audit & Accounting	2,000.00	2,000.00	0.00
602-5520-5341.000	Contractual Services	9,100.00	9,100.00	22,861.54
602-5520-5412.000	Postage	500.00	500.00	0.00
602-5520-5451.000	Insurance	2,600.00	2,600.00	2,350.00
602-5520-5481.000	PROMOTIONAL ACTIVITIES	20,000.00	20,000.00	26,092.14
602-5520-5482.000	Advertising	2,200.00	2,200.00	2,870.50
602-5520-5521.000	Operating Supplies	1,000.00	1,000.00	319.87
OPERATING EXPENDITURES				
		70,400.00	70,400.00	69,969.78
CAPITAL				
602-5520-5641.000	Capital Outlay	26,800.00	26,800.00	0.00
CAPITAL				
		26,800.00	26,800.00	0.00
TOTAL EXPENDITURES				
		97,200.00	97,200.00	69,969.78
Fund 602 - WILTON DRIVE IMPROVEMENT DISTRICT:				
TOTAL REVENUES		97,200.00	97,200.00	99,248.68
TOTAL EXPENDITURES		97,200.00	97,200.00	69,969.78
NET OF REVENUES & EXPENDITURES		0.00	0.00	29,278.90

ATTACHMENT A

03/05/2020

## PROPOSED 2020-2021 WDID BUDGET

BUDGET CLASSIFICATION AND GL NUMBER	DESCRIPTION	2018-19 ACTIVITY THRU 09/30/19	2019-20 APPROVED BUDGET	2019-20 ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS					
Dept 5520 - WDID					
602-5520-5311.000	Professional Services	3,701	3,700	3,702	3,700
602-5520-5312.000	LEGAL SERVICES	11,775	15,000	2,575	15,000
602-5520-5321.000	Audit & Accounting	0	0	0	0
602-5520-5341.000	Contractual Services	22,862	27,115	10,200	30,000
602-5520-5412.000	Postage	0	0	0	0
602-5520-5451.000	Insurance	2,350	2,600	2,409	3,000
602-5520-5481.000	PROMOTIONAL ACTIVITIES	26,092	28,000	12,102	28,000
602-5520-5482.000	Advertising	2,871	2,000	0	3,000
602-5520-5490.008	LICENSES & PERMIT FEES	0	0	0	0
602-5520-5494.000	Miscellaneous Expense	0	0	0	0
602-5520-5511.000	Office Supplies	0	0	0	0
602-5520-5521.000	Operating Supplies	320	1,000	175	1,000
602-5520-5525.003	Special Events	0	0	0	0
602-5520-5641.000	Capital Outlay	0	17,785	0	12,300
Totals for dept 5520 - WDID		69,971	97,200	31,163	96,000
TOTAL APPROPRIATIONS		69,971	97,200	31,163	96,000



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Here are the safety questions the WDID Board posed at the February 2020 meeting:

- We request additional reflectors for median curbs, bike lane edges, bump outs and other striping where cars are veering out of the marked lanes. Also, it has been observed that some reflectors are loose and not well affixed to the pavement.
- We request an additional crosswalk somewhere between NE 6<sup>th</sup> Ave and NE 9 Av.
- The new crosswalk at Bona does not appear to be functioning. When will it be working? Will the sign illuminate or flash?
- We request a review of the timing for pedestrian crosswalks throughout the Drive. We believe more consideration should be given to pedestrians and less to automobiles. We are trying to encourage people to utilize the crosswalks and two minutes is a long time to wait.
- Could the “scramble” method for crosswalks be piloted at the NE 6 Av/Wilton Drive intersection?
- We think additional LED overhead downlighting is needed at the NE 21 Court/Wilton Drive intersection (like the one installed at NE 20 St), and at all mast traffic signals as well as on the bridge to the south of NE 20 St.
- Would it be possible to convert the cobra head lights to Short Rectangular LED for consistency?

The Board feels strongly that the “road diet” approach needs to be taken a bit further –that is, additional efforts are needed to protect and empower pedestrians and bicyclists and less effort is needed to accommodate automobiles.



## MINUTES

### WILTON DRIVE IMPROVEMENT DISTRICT

Wednesday February 12, 2020  
6:30pm Commission Chambers

#### CALL TO ORDER

Chair LoGrande called the meeting to order at 6:30pm.

#### PLEDGE OF ALLEGIANCE

#### ROLL CALL

##### Members Present

Chair Tony LoGrande  
Vice Chair Doug Blevins  
Vicki Baisden  
Mitchell Bloch  
Claudia Castillo  
Matthew Dreger  
Paul Hugo

##### Members Not Present

##### Staff Present

Assistant City Manager Pamela Landi  
Legal Counsel Ginger Wald

Chair LoGrande thanked Mayor Flippen for attending the meeting.

#### COMMENTS FROM THE PUBLIC

Chair LoGrande opened the floor to public comment.

There being no public comment, Chair LoGrande closed the floor to public comment.

#### APPROVAL OF MINUTES

January 8, 2020

Moved by Member Dreger      Seconded by: Member Castillo

Vice Chair Blevins mentioned that he was incorrectly noted as present at the January 8, 2020 meeting.  
Passed unanimously as amended.

#### OLD BUSINESS

##### Safety

Pamela mentioned that while the FDOT safety division was not able to attend this meeting, they hope to come in March. She said that FDOT had asked that a list of questions the Board might ask be



forwarded to them in advance so that they would be prepared. Discussion ensued, and the following questions and comments were compiled:

- We request additional reflectors for median curbs, bike lane edges, bump outs and other striping where cars are veering out of the marked lanes. Also, it has been observed that some reflectors are loose and not well affixed to the pavement.
- We request an additional crosswalk somewhere between NE 6<sup>th</sup> Ave and NE 11 Av.
- The new crosswalk at Bona does not appear to be functioning. When will it be working?
- We request a review of the timing for pedestrian crosswalks throughout the Drive. We believe more consideration should be given to pedestrians and less to automobiles. We are trying to encourage people to utilize the crosswalks and two minutes is a long time to wait.
- Could the “scramble” method for crosswalks be piloted at the NE 6 Av/Wilton Drive intersection?
- We think additional LED overhead downlighting is needed at the NE 21 Court/Wilton Drive intersection, as well as on the bridge to the south of NE 20 St.

## Marketing

### *Stonewall Pride 2020*

Jeff Sterling of the Wilton Manors Entertainment Group gave an update in Wilton Manors Stonewall Pride 2020.

### *Fundraising Update/Mural*

Pamela gave an update on fundraising and shirt sales. Pamela also gave an update on the mural lighting project.

### *Banners*

The Board reviewed the draft designs provided by Lightship. Pamela provided information that the Greater Fort Lauderdale CVB wanted to place their own branded banners on the Wilton Drive poles during the Pride of the Americas event. Discussion ensued.

## **MOTION**

Motion to approve the CVB banners for placement during the Pride of the Americas event April 21-26, 2020.

Moved by Member Hugo      Seconded by: Vice Chair Blevins

The Board then went on to review the banner designs drafted by Lightship. After discussion, it was agreed that Luis Pedraza would be invited to discuss the banners at the next meeting.

### *Social Media Marketing*

The report was reviewed without comments.



### *Request for Proposals for Marketing Services*

Pamela proffered a draft scope of services for marketing services and reminded the Board that procurement rules require a solicitation by August 2020. She described the procurement and selection process. Discussion ensued. Member Bloch agreed to serve on the Selection Committee.

### *Wilton Drive Calendar of Events*

Chair LoGrande mentioned that Wilton Drive business is often event driven and not always City related. He thought that a calendar of events maintained on the wiltondrive.org website might be helpful. There was consensus to include this item in the RFP for Marketing Services.

## **NEW BUSINESS**

### *Colliers Monthly Report*

Chair LoGrande described the Colliers Monthly Report. Discussion ensued.

### Budget

There was an overview and review of budget, expenditures to date and discussion of 2020-2021 budget.

Pamela asked for discussion on the action items brought up earlier in the meeting.

**Emerald Irish** – currently, trash pickup takes place in Monday, Wednesday and Friday. There was discussion that it is really needed on the weekend. Consensus was reached to expand pickup to four days, W, F, Sa & Su.

### **MOTION**

Motion to direct staff to amend the contract with Emerald Irish to four days a week – Wednesday, Friday, Saturday and Sunday and to empty the trash bins on Wilton Drive

**Moved by Member Hugo    Seconded by: Member Castillo**

Discussion ensued on the budget for marketing services.

### **MOTION**

Motion to direct staff to execute a request for proposals for marketing and media services in an amount not to exceed \$21,000.

**Moved by Member Dreger    Seconded by: Member Bloch**

### **MOTION**

Motion to allocate \$10,000 to sponsor the 2020 Wilton Manors Stonewall Festival and Parade.

**Moved by Member Bloch    Seconded by: Member Hugo**

### **MOTION**

Motion to allocate \$1,000 toward the funding of the NE 4<sup>th</sup> Avenue/Wilton Drive Bridge Painting project.



**Moved by Vice Chair Blevins**

**Seconded by: Member Bloch**

*Public Safety for Pride of the Americas - Tabled*

A discussion of the public safety costs associated with Pride of the Americas was initiated by Chair LoGrande.

*Solar Holiday lights*

Member Dreger offered a brief discussion of his recent experience with solar LED twinkle lights.

*Bridge Lighting*

Member Hugo raised his concerns about the lack of lighting at the bridge at NE 4<sup>th</sup> Av/Wilton Drive. The Board agreed to raise the issue with FDOT.

**ADJOURNMENT**

Meeting adjourned at 8:13pm.

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Tony LoGrande, Chair

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Date

**From:** [Anthony LoGrande](#)  
**To:** [Pamela Landi](#)  
**Subject:** Can we share this with the WDID board please ?  
**Date:** Thursday, March 5, 2020 9:41:11 AM

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[https://www.citylab.com/perspective/2020/03/transportation-solutions-public-transit-bus-train-bike-parking/607471/?utm\\_source=fbb](https://www.citylab.com/perspective/2020/03/transportation-solutions-public-transit-bus-train-bike-parking/607471/?utm_source=fbb)

Sent from my iPhone

### Schedule of Signal Timing Plans on Wilton Dr.

- ❖ Special pedestrian friendly signal timing plan has been implemented to enhance pedestrian safety in the commercial section of Wilton Dr., from NE 9<sup>th</sup> Ave to NE 20<sup>th</sup> St.
- ❖ Pedestrian Signal Timing Plan will activate pedestrian phases without having to press the push buttons from 19:30 hrs to 01:00 hr on weekdays; and 12:00 hrs to 02:00 hrs on weekends.
- ❖ Cycle lengths at for the entire section of Wilton Dr have been revised to keep delays low and at the same time keep vehicular traffic flowing.

Following table shows schedule and cycle of the signal timing plans:

<b>Schedule of Signal Timing Plans</b>			
Weekdays		Weekends	
Time (plan)	Cycle	Time (plan)	Cycle
06:00 to 9:30 – AM plan	120	07:00 to 2:00 - Weekend plan	100
09:30 to 15:00 – Midday plan	100	12:00 to 02:00 - Special plan	100
15:00 to 19:30 – PM plan	120		
19:30 to 01:00 - Special plan	100		

\*Signals will function on free mode based on local demand from 01:00 to 06:00 on weekdays and from 02:00 to 07:00 on weekends\*



**From:** Matthew Dreger <madcsr@hotmail.com>  
**Sent:** Monday, February 17, 2020 7:07 PM  
**To:** Pamela Landi  
**Subject:** Xmas solar lights

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P.L.,

Solar lights hanging from tree branches with solar collection devise zip tied to branch.

MAD









Sent from my iPhone