



**Town of Surfside  
Town Commission Meeting  
AGENDA  
May 10, 2016  
7 p.m.**

Town Hall Commission Chambers - 9293 Harding Ave, 2<sup>nd</sup> Floor  
Surfside, FL 33154

*Rule 7.05 Decorum. Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the commission shall be barred from further appearance before the commission by the presiding officer, unless permission to continue or again address the commission is granted by the majority vote of the commission members present. No clapping, applauding, heckling or verbal outbursts in support or opposition to a speaker or his or her remarks shall be permitted. Signs or placards may be disallowed in the commission chamber by the presiding officer. Persons exiting the commission chambers shall do so quietly.*

*Rule 6.05 Agenda. The good and welfare portion of the agenda set for 8:15 p.m. shall be restricted to discussion on subjects not already specifically scheduled on the agenda for discussion and debate. In no event shall this portion of the agenda be allotted more than 45 minutes with each speaker to be given no more than three minutes, unless by vote of a majority of the members of the commission present, it is agreed to extend the time frames. Likewise, commission members shall be restricted to speaking three minutes each unless an extension is granted in the same manner as set forth in the prior sentence.*

*Any person who received compensation, remuneration or expenses for conducting lobbying activities is required to register as a lobbyist with the Town Clerk prior to engaging in lobbying activities per Town Code Sec. 2-235. "Lobbyist" specifically includes the principal, as defined in this section, as well as any agent, officer or employee of a principal, regardless of whether such lobbying activities fall within the normal scope of employment of such agent, officer or employee. The term "lobbyist" specifically excludes any person who only appears as a representative of a not-for-profit corporation or entity (such as charitable organization, a trade association or trade union), without special compensation or reimbursement for the appearance, whether direct, indirect, or contingent, to express support or opposition to any item.*

*Per Miami Dade County Fire Marshal, the Commission Chambers has a maximum capacity of 99 people. Once reached this capacity, people will be asked to watch the meeting from the first floor.*

*\* Denotes agenda items as "must haves" which means there will be significant impacts if the item is not addressed tonight. If these items have not been heard by 10 p.m., the order of the agenda will be changed to allow them to be heard.*

**1. Opening**

- A. Call to Order**
- B. Roll Call of Members**
- C. Pledge of Allegiance**
- D. Mayor and Commission Remarks** – Mayor Daniel Dietch
- E. Agenda and Order of Business** Additions, deletions and linkages
- F. Community Notes** – Mayor Daniel Dietch
- G. Legislative Update** – State Representative Joseph Geller *{Set for 8:30 Time Certain}*
- H. Youth Environmental Alliance** - Lee Gottlieb, Director of Community Outreach
- I. Presentation of Certificate of Achievement for Excellence in Financial Reporting**  
– Mayor Daniel Dietch **Page 1- 2**
- J. Dafne Cano Proclamation** – Mayor Daniel Dietch **Page 3-5**
- K. Laurie Lehman Proclamation** – Mayor Daniel Dietch **Page 6-8**
- L. Abigail Rubin Proclamation** – Mayor Daniel Dietch **Page 9-11**
- M. Law Day Proclamation** – Mayor Daniel Dietch **Page 12-16**

**2. Quasi-Judicial Hearings (None)**

**3. Consent Agenda (*Set for approximately 7:30 p.m.*)**

*All items on the consent agenda are considered routine or status reports by the Town Commission and will be approved by one motion. Any Commission member may request that an item be removed from the Consent Agenda and discussed separately.*

**Recommended Motion: To approve all consent agenda items as presented below.**

- A. Minutes** – Sandra Novoa, MMC, Town Clerk **Page 17-33**  
**April 12, 2016 Quasi-Judicial Hearing**  
**April 12, 2016 Regular Commission Meeting Minutes**
- B. Budget to Actual Summary as of February 29, 2016** – Guillermo Olmedillo, Town Manager **Page 34-36**
- \*C. Town Manager’s Report** – Guillermo Olmedillo, Town Manager **Page 37-49**

- 1. See Click Fix
- 2. Development Applications
- 3. Commercial Property Maintenance
- 4. Payments on Code Compliance Cases
- 5. Parks and Recreation Programs
- 6. Police Department April Significant Arrests
- 7. Traffic/Parking Improvement Recommendation Meeting
- 8. New Parking Enforcement Officer in the Police Department
- 9. National Police Appreciation Month
- 10. Police Events
- 11. Traffic Calming
- 12. Parking Lot Restructure
- 13. Hazardous Waste Day
- 14. New Recycling Program

- 15. Storm Drain Maintenance
- 16. Dumpster Exchange
- 17. Information Technology and TV Broadcasts

**\*D. Town Attorney’s Report – Linda Miller, Town Attorney Page 50-54**

**E. Committee Reports – Guillermo Olmedillo, Town Manager Page 55-69**

- **March 7, 2016 Tourist Board Meeting Minutes**
- **March 31, 2016 Planning and Zoning Board Meeting Minutes**
- **April 4, 2016 Tourist Board Meeting Minutes**

**4. Ordinances**

*(Set for approximately N/A p.m.) (Note: Good and Welfare must begin at 8:15)*

**A. Second Reading Ordinances**

*(Set for approximately 7:30 p.m.) (Note: Good and Welfare must begin at 8:15)*

**B. First Reading Ordinances**

- 1. Planning and Zoning Design Review Board Membership Ordinance – Guillermo Olmedillo, Town Manager Page 70-74**

**AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING CHAPTER 90 “ZONING” AND SPECIFICALLY AMENDING SECTION 90-15 “MEMBERSHIP/QUORUM, MINIMUM QUALIFICATIONS, OFFICERS, TERMS OF OFFICERS, VACANCIES, GENERAL REGULATIONS, RECOMMENDATIONS, EXPENDITURES, INDEBTEDNESS” CHANGING THE LICENSE AND PROFESSIONAL EXPERIENCE REQUIREMENTS FOR MEMBERS SERVING ON THE PLANNING AND ZONING BOARD; SPECIFICALLY AMENDING SECTION 90-18 “DESIGN REVIEW BOARD” CHANGING THE LICENSE AND PROFESSIONAL EXPERIENCE REQUIREMENTS FOR MEMBERS SERVING ON THE DESIGN REVIEW BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**5. Resolutions and Proclamations**

*(Set for approximately 8:15 p.m.) (Note: Depends upon length of Good and Welfare)*

**A. Resolution No. 12-Z-2078 – Scrivener Error Correction – 9564 Abbot Avenue – Linda Miller, Town Attorney Page 75-91**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA TO CORRECT A SCRIVENER’S ERROR IN RESOLUTION NO. 12-Z-2078 WHICH APPROVED A SITE PLAN APPLICATION AT A QUASI-JUDICIAL HEARING HELD ON APRIL 10, 2012 TO PERMIT YOUNG ISRAEL CONGREGATION TO BUILD A SYNAGOGUE; REPLACING PROPERTY ADDRESS 9564 BYRON AVENUE WITH PROPERTY ADDRESS 9564 ABBOTT AVENUE IN CONDITION B.3.; PROVIDING APPROVAL AND AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**B. Purchase a 2016 Ford F-150 P/U – Guillermo Olmedillo, Town Manager Page 92-101**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AUTHORIZING AND APPROVING THE EXPENDITURE OF FUNDS IN THE AMOUNT OF \$23,000.00 FROM THE EXECUTIVE DEPARTMENT ACCOUNT NO. 001-2000-524-6410 FOR THE PURCHASE OF A 2016 FORD F-150 PICKUP TRUCK; PIGGYBACKING OFF THE FLORIDA SHERIFFS ASSOCIATION AND FLORIDA ASSOCIATION OF COUNTIES BID NO. 15-23-0904; PROVIDING FOR APPROVAL AND AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**C. Purchase a 2016 Ford Escape SUV – Guillermo Olmedillo, Town Manager Page 102-110**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AUTHORIZING AND APPROVING THE EXPENDITURE OF FUNDS NOT TO EXCEED \$20,000.00 FROM MACHINERY AND EQUIPMENT ACCOUNT NO. 001-2000-524-6410 FOR THE PURCHASE OF A 2016 FORD ESCAPE; PIGGYBACKING OFF THE FLORIDA SHERIFFS ASSOCIATION AND FLORIDA ASSOCIATION OF COUNTIES BID NO. 15-23-0904; PROVIDING**



**FOR APPROVAL AND AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**D. Approval of Expenditure of Funds to Purchase Two Patrol Vehicles--  
Guillermo Olmedillo, Town Manager Page 111-114**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AUTHORIZING AND APPROVING THE EXPENDITURE OF FUNDS IN THE AMOUNT OF \$63,538.00 FROM THE FISCAL YEAR 2015/2016 GENERAL FUND ACCOUNT NO. 001-3000-521-6410 FOR THE PURCHASE OF TWO (2) 2016 FORD POLICE INTERCEPTOR 4-DOOR SEDANS; PIGGYBACKING OFF THE FLORIDA SHERIFFS ASSOCIATION AND FLORIDA ASSOCIATION OF COUNTIES BID NO. 15-23-0904; PROVIDING FOR APPROVAL AND AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.**

**E. Water and Sewer Rate Study Update – Guillermo Olmedillo, Town  
Manager Page 115-138**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AUTHORIZING THE EXPENDITURE OF FUNDS IN THE AMOUNT OF \$9,625.00 FROM THE FISCAL YEAR 2015/2016 WATER AND SEWER FUND, ACCOUNT NO. 401-9900-536-3110 TO CONTRACT WITH BLACK & VEATCH MANAGEMENT CONSULTING, LLC; TO REVISE AND UPDATE THE 2010 COMPREHENSIVE WATER AND SEWER COST OF SERVICE AND RATE DESIGN STUDY, EXEMPT FROM THE COMPETITIVE BID PROCEDURE PURSUANT TO SECTION 3-13(2) OF THE TOWN OF SURFSIDE CODE OF ORDINANCES; PROVIDING FOR APPROVAL AND AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**6. Good and Welfare (Set for approximately 8:15 p.m.)**

*Public comments for subjects or items not on the agenda. Public comment on agenda items will be allowed when agenda item is discussed by the Commission.*

**7. Town Manager and Town Attorney Reports**

Town Manager and Town Attorney Reports have been moved to the Consent Agenda – Item 3.

*All items on the Consent Agenda are considered routine or status reports by the Town*

*Commission and will be approved by one motion. Any Commission member may request that an item be removed from the consent agenda and discussed separately.*

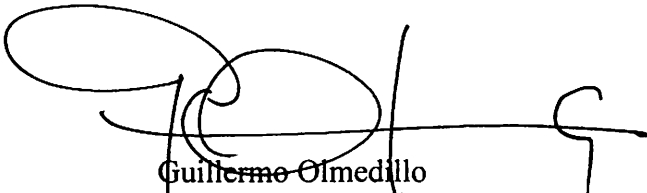
**8. Unfinished Business and New Business**

**9. Mayor, Commission and Staff Communications**

- A. **Boards and Committees Appointments** – Guillermo Olmedillo, Town Manager  
**Page 139-140**
- B. **Construction Hours and Notice** – Guillermo Olmedillo, Town Manager **Page 141**
- C. **Town Commission “Liaison” “Ex-Officio”** – Guillermo Olmedillo, Town Manager **Page 142**
- D. **October 11, 2016 Meeting – Yom Kippur** – Guillermo Olmedillo, Town Manager [VERBAL]
- E. **Post Office Parking Lot Potential Opportunity** – Guillermo Olmedillo, Town Manager **Page 143-144**
- F. **Town Asset Maximization Diagrams**– Guillermo Olmedillo, Town Manager **Page 145-147**
- G. **April 19, 2016 Town Traffic and Parking Mitigation Meeting** – Guillermo Olmedillo, Town Manager **Page 148-151**
- H. **Ad-Hoc Citizen Traffic Mitigation Advisory Committee** – Mayor Daniel Dietch **Page 152**
- I. **Sustainability Subcommittee of Planning and Zoning** – Guillermo Olmedillo, Town Manager **Page 153-154**
- J. **Demolition Permitting for Single Family Home in the H30A and H30B Districts** – Commissioner Tina Paul **Page 155**
- K. **At-Large Members for the Environmental Resources Sustainability Subcommittee** – Commissioner Tina Paul **Page 156**

**10. Adjournment**

Respectfully submitted,



Guillermo Olmedillo  
Town Manager

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THIS MEETING IS OPEN TO THE PUBLIC. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS THAT ARE DISABLED; WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS MEETING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE TOWN CLERK AT 305-861-4863 EXT. 226 NO LATER THAN FOUR DAYS PRIOR TO SUCH PROCEEDING.

IN ACCORDANCE WITH THE PROVISIONS OF SECTION 286.0105, FLORIDA STATUTES, ANYONE WISHING TO APPEAL ANY DECISION MADE BY THE TOWN OF SURFSIDE COMMISSION, WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING, WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH RECORD SHALL INCLUDE THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

AGENDA ITEMS MAY BE VIEWED AT THE OFFICE OF THE TOWN CLERK, TOWN OF SURFSIDE TOWN HALL, 9293 HARDING AVENUE. ANYONE WISHING TO OBTAIN A COPY OF ANY AGENDA ITEM SHOULD CONTACT THE TOWN CLERK AT 305-861-4863. A COMPLETE AGENDA PACKET IS ALSO AVAILABLE ON THE TOWN WEBSITE AT [www.townofsurfsidefl.gov](http://www.townofsurfsidefl.gov).

TWO OR MORE MEMBERS OF OTHER TOWN BOARDS MAY ATTEND THIS MEETING.

THESE MEETINGS MAY BE CONDUCTED BY MEANS OF OR IN CONJUNCTION WITH COMMUNICATIONS MEDIA TECHNOLOGY, SPECIFICALLY, A TELEPHONE CONFERENCE CALL. THE LOCATION 9293 HARDING AVENUE, SURFSIDE, FL 33154, WHICH IS OPEN TO THE PUBLIC, SHALL SERVE AS AN ACCESS POINT FOR SUCH COMMUNICATION.



Government Finance Officers Association  
203 North LaSalle Street, Suite 2700  
Chicago, Illinois 60601-1210  
312.977.9700 fax: 312.977.4806

April 9, 2016

Guillermo Olmedillo  
Town Manager  
Town of Surfside  
9293 Harding Avenue  
Surfside, FL 33154

Dear Mr. Olmedillo:

I am pleased to notify you that Town of Surfside, Florida has received the Distinguished Budget Presentation Award for the current budget from the Government Finance Officers Association (GFOA). This award is the highest form of recognition in governmental budgeting and represents a significant achievement by your organization.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to:

**Donald G. Nelson, CPA, Finance Director**

We hope you will arrange for a formal public presentation of the award, and that appropriate publicity will be given to this notable achievement. A press release is enclosed for your use.

We appreciate your participation in GFOA's Budget Awards Program. Through your example, we hope that other entities will be encouraged to achieve excellence in budgeting.

Sincerely,

Stephen J. Gauthier, Director  
Technical Services Center

Enclosure



**Government Finance Officers Association**  
203 North LaSalle Street, Suite 2700  
Chicago, Illinois 60601-1210  
312.977.9700 fax: 312.977.4806

April 9, 2016

**PRESS RELEASE**

For Further Information Contact  
Stephen J. Gauthier (312) 977-9700

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Chicago--The Government Finance Officers Association of the United States and Canada (GFOA) is pleased to announce that **Town of Surfside, Florida** has received the GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to **Donald G. Nelson, CPA, Finance Director**

For budgets beginning in 2014, 1,491 participants received the Award. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

The Government Finance Officers Association is a major professional association servicing the needs of 18,300 appointed and elected local, state, and provincial-level government officials and other finance practitioners. It provides top quality publications, training programs, services, and products designed to enhance the skills and performance of those responsible for government finance policy and management. The association is headquartered in Chicago, Illinois, with offices in Washington D.C. The GFOA's Distinguished Budget Presentation Awards Program is the only national awards program in governmental budgeting.





## Proclamation

*WHEREAS, Dafne Cano faithfully and conscientiously served our community by teaching at Ruth K. Broad Bay Harbor K-8 Center for twenty-seven of her thirty-one year career; and*

*WHEREAS, we recognize her caring, compassionate and dedicated service to her students; and*

*WHEREAS, she has expressed her creativity in the classroom and has shared this talent with her students and other teachers; and*

*WHEREAS, we recognize her refusal to give up on any student and her ability to always find a way to assist all of her students; and*

*WHEREAS, her outstanding passion for teaching and her gifts as an educator have been shared with her students; and*

*WHEREAS, we acknowledge Dafne Cano has her students put on wonderful shows; and*

*WHEREAS, Dafne Cano is respected, admired and trustworthy and her devotion to teaching will have a valuable lasting impact on both her students and co-workers; and*

*WHEREAS, she will be missed by the students, staff, administration, parents and friends; and*

*NOW, THEREFORE, The Bobcat Family and The Town of Surfside, do hereby proclaim May 14, 2016 Dafne Cano Day in observance thereof, we call upon her friends and family to join us in the celebration of this day.*

*In witness thereof I have hereunto set my hand this 10<sup>th</sup> day of May 2016.*

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*Daniel Dietch, Mayor  
Town of Surfside, Florida*







# TOWN OF SURFSIDE

## PROCLAMATION, CERTIFICATE, COIN AND KEY TO THE TOWN

### REQUEST FORM

OFFICE OF THE TOWN CLERK

Request for: Proclamation  Certificate  Key  Coin  (check one)

Date of Request: April 26, 2016

Name of Requestor: Daniel Dietch

Organization: Ruth K. Broad K-8 Center

Address: 1155 93rd Street, Bay Harbor Islands, FL 33154

Phone / E-Mail: (305) 865-7912 / mrodriguez19@dadeschools.net

Name of Individual / Organization to be honored:  
Retiring Teachers: Dafne Cana; Laurie Lehman; and Abigail Rubin

Title for Proclamation or Certificate:  
\_\_\_\_\_

Date of Recognition: Friday, May 14, 2016

Reason for Recognition (*Please attach 4 – 6 “whereas clauses” as draft text for a Proclamation*):  
Please see attached

**Document is to be:**

- Presented at a Commission Meeting in May/2016 (month / year)
- Presented at the following event \_\_\_\_\_ (Please attach event information to the request form)
- Picked up by \_\_\_\_\_ on \_\_\_\_\_ (date)

<b><u>Administrative Use Only</u></b>			
Proclamation _____	Certificate _____	Key _____	Coin _____
Approved: Yes _____ No _____ If no, state reason: _____			
Approved Date: _____			
Date Submitted for Mayor's Signature: _____			
Date Issued: _____			
Completed by: _____			

## Proclamation

Whereas, Dafne Cano faithfully and conscientiously served our community by teaching at Ruth K. Broad Bay Harbor K-8 Center for twenty-seven of her thirty-one year career; and

Whereas, we recognize her caring, compassionate and dedicated service to her students;

Whereas, she has expressed her creativity in the classroom and has shared this talent with her students and other teachers;

Whereas, we recognize her refusal to give up on any student and her ability to always find a way to assist all of her students;

Whereas, her outstanding passion for teaching and her gifts as an educator have been shared with her students;

Whereas, we acknowledge Dafne Cano has her students put on wonderful shows;

Whereas, Dafne Cano is respected, admired and trustworthy and her devotion to teaching will have a valuable lasting impact on both her students and co-workers;

Whereas, she will be missed by the students, staff, administration, parents and friends;

Now, Therefore, The Bobcat Family and The Town of Surfside, do hereby proclaim May 14, 2016 Dafne Cano Day in observance thereof, we call upon her friends and family to join us in the celebration of this day.





## Proclamation

*WHEREAS, Laurie Lehman faithfully and conscientiously served our community by teaching at Ruth K. Broad Bay Harbor K-8 Center for thirty-five of her forty year career; and*

*WHEREAS, we recognize her caring, compassionate and dedicated service to her students; and*

*WHEREAS, she has expressed her creativity in the classroom and has shared this talent with her students and other teachers; and*

*WHEREAS, we acknowledge her expertise in teaching Science and challenging students in the Gifted Program; and*

*WHEREAS, we recognize her refusal to give up on any student and her ability to always find a way to assist all of her students; and*

*WHEREAS, her outstanding passion for teaching and her gifts as an educator have been shared with her students; and*

*WHEREAS, Laurie Lehman is respected, admired and trustworthy and her devotion to teaching will have a valuable lasting impact on both her students and coworkers; and*

*WHEREAS, she will be missed by the students, staff, administration, parents and friends; and*

*NOW, THEREFORE, The Bobcat Family and The Town of Surfside, do hereby proclaim May 14, 2016 Laurie Lehman Day in observance thereof, we call upon her friends and family to join us in the celebration of this day.*

*In witness thereof I have hereunto set my hand this 10<sup>th</sup> day of May 2016.*

---

*Daniel Dietch, Mayor  
Town of Surfside, Florida*





# TOWN OF SURFSIDE

## PROCLAMATION, CERTIFICATE, COIN AND KEY TO THE TOWN

### REQUEST FORM

OFFICE OF THE TOWN CLERK

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Date of Request: April 26, 2016

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Organization: Ruth K. Broad K-8 Center

Address: 1155 93rd Street, Bay Harbor Islands, FL 33154

Phone / E-Mail: (305) 865-7912 / mrodriguez19@dadeschools.net

Name of Individual / Organization to be honored:  
Retiring Teachers: Dafne Cana; Laurie Lehman; and Abigail Rubin

Title for Proclamation or Certificate:  
\_\_\_\_\_

Date of Recognition: Friday, May 14, 2016

Reason for Recognition (*Please attach 4 – 6 “whereas clauses” as draft text for a Proclamation*):  
Please see attached

Document is to be:

- Presented at a Commission Meeting in May/2016 (month / year)
- Presented at the following event \_\_\_\_\_ (Please attach event information to the request form)
- Picked up by \_\_\_\_\_ on \_\_\_\_\_ (date)

**Administrative Use Only**

Proclamation \_\_\_\_\_ Certificate \_\_\_\_\_ Key \_\_\_\_\_ Coin \_\_\_\_\_

Approved: Yes \_\_\_\_\_ No \_\_\_\_\_ If no, state reason: \_\_\_\_\_

Approved Date: \_\_\_\_\_

Date Submitted for Mayor's Signature: \_\_\_\_\_

Date Issued: \_\_\_\_\_

Completed by: \_\_\_\_\_



## Proclamation

Whereas, Laurie Lehman faithfully and conscientiously served our community by teaching at Ruth K. Broad Bay Harbor K-8 Center for thirty-five of her forty year career; and

Whereas, we recognize her caring, compassionate and dedicated service to her students;

Whereas, she has expressed her creativity in the classroom and has shared this talent with her students and other teachers;

Whereas, we acknowledge her expertise in teaching Science and challenging students in the Gifted Program;

Whereas, we recognize her refusal to give up on any student and her ability to always find a way to assist all of her students;

Whereas, her outstanding passion for teaching and her gifts as an educator have been shared with her students;

Whereas, Laurie Lehman is respected, admired and trustworthy and her devotion to teaching will have a valuable lasting impact on both her students and co-workers;

Whereas, she will be missed by the students, staff, administration, parents and friends;

Now, Therefore, The Bobcat Family and The Town of Surfside, do hereby proclaim May 14, 2016 Laurie Lehman Day in observance thereof, we call upon her friends and family to join us in the celebration of this day.



## *Proclamation*

*WHEREAS, Abigail Rubin faithfully and conscientiously served our community by teaching full-time at Ruth K. Broad Bay Harbor K-8 Center for fourteen years; and*

*WHEREAS, we recognize her caring, compassionate and dedicated service to her students; and*

*WHEREAS, she has expressed her musical creativity in the classroom and has shared this talent with her students; and*

*WHEREAS, we recognize her refusal to give up on any student and her ability to always find a way to assist all of her students; and*

*WHEREAS, her outstanding passion for teaching and her gifts as an educator have been shared with her students; and*

*WHEREAS, Abigail Rubin is respected, admired and trustworthy and her devotion to teaching will have a valuable lasting impact on both her students and coworkers; and*

*WHEREAS, she will be missed by the students, staff, administration, parents and friends; and*

*NOW, THEREFORE, The Bobcat Family and The Town of Surfside, do hereby proclaim May 14, 2016 Abigail Rubin Day in observance thereof, we call upon her friends and family to join us in the celebration of this day.*

*In witness thereof I have hereunto set my hand this 10<sup>th</sup> day of May 2016.*

---

*Daniel Dietch, Mayor  
Town of Surfside, Florida*







# TOWN OF SURFSIDE

## PROCLAMATION, CERTIFICATE, COIN AND KEY TO THE TOWN

### REQUEST FORM

OFFICE OF THE TOWN CLERK

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Date of Request: April 26, 2016

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Organization: Ruth K. Broad K-8 Center

Address: 1155 93rd Street, Bay Harbor Islands, FL 33154

Phone / E-Mail: (305) 865-7912 / mrodriguez19@dadeschools.net

Name of Individual / Organization to be honored:  
Retiring Teachers: Dafne Cana; Laurie Lehman; and Abigail Rubin

Title for Proclamation or Certificate:  
\_\_\_\_\_

Date of Recognition: Friday, May 14, 2016

Reason for Recognition (*Please attach 4 – 6 “whereas clauses” as draft text for a Proclamation*):  
Please see attached

**Document is to be:**

- Presented at a Commission Meeting in May/2016 (month / year)
- Presented at the following event \_\_\_\_\_ (Please attach event information to the request form)
- Picked up by \_\_\_\_\_ on \_\_\_\_\_ (date)

<b><u>Administrative Use Only</u></b>			
Proclamation _____	Certificate _____	Key _____	Coin _____
Approved: Yes _____ No _____ If no, state reason: _____			
Approved Date: _____			
Date Submitted for Mayor's Signature: _____			
Date Issued: _____			
Completed by: _____			

## Proclamation

Whereas, Abigail Rubin faithfully and conscientiously served our community by teaching full-time at Ruth K. Broad Bay Harbor K-8 Center for fourteen years; and

Whereas, we recognize her caring, compassionate and dedicated service to her students;

Whereas, she has expressed her musical creativity in the classroom and has shared this talent with her students;

Whereas, we recognize her refusal to give up on any student and her ability to always find a way to assist all of her students;

Whereas, her outstanding passion for teaching and her gifts as an educator have been shared with her students;

Whereas, Abigail Rubin is respected, admired and trustworthy and her devotion to teaching will have a valuable lasting impact on both her students and co-workers;

Whereas, she will be missed by the students, staff, administration, parents and friends;

Now, Therefore, The Bobcat Family and The Town of Surfside, do hereby proclaim May 14, 2016 Abigail Rubin Day in observance thereof, we call upon her friends and family to join us in the celebration of this day.





## Proclamation

*WHEREAS, the Judges of the North Dade Justice Center have invited the Town of Surfside, Florida to celebrate LAW DAY 2016; and*

*WHEREAS, LAW DAY is an occasion of public acknowledgement of our Nation's and State's heritage of justice, liberty and equality under the law; and*

*WHEREAS, 2016 marks the 50th anniversary of our nation's best-known United States Supreme Court case, Miranda v. Arizona; and*

*WHEREAS, the 2016 Law Day theme - Miranda: More than Words - will explore the procedural protections afforded to all of us by the United States Constitution, how these rights are safeguarded by the courts, and why the preservation of these principles is essential to our liberty; and*

*NOW, THEREFORE, I hereby proclaim May 13, 2016 as LAW DAY in the Town of Surfside.*

*In witness thereof I have hereunto set my hand this 10<sup>th</sup> day of May 2016.*

---

*Daniel Dietch, Mayor  
Town of Surfside, Florida*





# TOWN OF SURFSIDE

## PROCLAMATION, CERTIFICATE, COIN AND KEY TO THE TOWN

### REQUEST FORM

OFFICE OF THE TOWN CLERK

Request for: Proclamation  Certificate  Key  Coin  (check one)



Date of Request: April 25, 2016

Name of Requestor: Daniel Dietch

Organization: Judges of the North Dade Justice Center, etc.

Address: North Dade Justice Center - 15555 Biscayne Boulevard, North Miami, FL 33160

Phone / E-Mail: \_\_\_\_\_

Name of Individual / Organization to be honored:  
2016 Law Day Celebration / 57th Anniversary of National Law Day

Title for Proclamation or Certificate:  
LAW DAY 2016

Date of Recognition: Friday, May 13, 2016

Reason for Recognition (*Please attach 4 – 6 "whereas clauses" as draft text for a Proclamation*):  
Please see attached

**Document is to be:**

- Presented at a Commission Meeting in \_\_\_\_\_ (month / year)
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Proclamation _____	Certificate _____	Key _____	Coin _____
Approved: Yes _____ No _____ If no, state reason: _____			
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Date Submitted for Mayor's Signature: _____			
Date Issued: _____			
Completed by: _____			

**WHEREAS, the Judges of the North Dade Justice Center have invited the community to celebrate LAW DAY 2016, and**

**WHEREAS, LAW DAY is an occasion of public acknowledgement of our Nation's and State's heritage of justice, liberty and equality under the law, and**

**WHEREAS, 2016 marks the 50th anniversary of our nation's best-known U.S. Supreme Court case, *Miranda v. Arizona*, and**

**WHEREAS, the 2016 Law Day theme — Miranda: More than Words — will explore the procedural protections afforded to all of us by the U.S. Constitution, how these rights are safeguarded by the courts, and why the preservation of these principles is essential to our liberty,**

**NOW THEREFORE, I hereby proclaim May 13, 2016 as LAW DAY in the Town of Surfside**





COUNTY COURT  
ELEVENTH JUDICIAL CIRCUIT OF FLORIDA

LINDA SINGER STEIN  
COUNTY JUDGE

NORTH DADE JUSTICE CENTER  
15555 BISCAYNE BOULEVARD  
MIAMI, FLORIDA 33160

On behalf of all the Judges of the North Dade Justice Center, the Clerk of Courts, Aventura Marketing Council, North Dade Bar Association, Cuban American Bar Association, Dade League of Prosecutors, Gwen S. Cherry Women's Bar Association and other Bar Associations, I would like to invite you to attend

## 2016 Law Day Celebration

### 57<sup>th</sup> Anniversary of National Law Day



Judge Adalberto Jordan, U.S. Court of Appeals, 11th Judicial Circuit

## Miranda—More Than Words

Friday, May 13, 2016~ 10 a.m.

North Dade Justice Center

15555 Biscayne Boulevard ~ Courtroom 2-1, North Miami 33160

We expect a full audience and encourage you to arrive early to access reserved VIP Parking. Attached is your VIP Parking Pass that you may download and place on your windshield to park in the North parking lot. Once that lot is filled, there is additional parking in the South lot, on both sides of 156th Street, as well as the parking lot just east of the Miami-Dade police station on 156th street.

Very truly yours,

A handwritten signature in cursive script that reads "Linda Singer Stein".

Judge Linda Singer Stein



North Dade Justice Center

# Law Day

May 13, 2016

# VIP PARKING

*Limited Parking available  
North and South Side of Building  
156th & Biscayne Boulevard*

## 1. Opening

### A. Call to Order

Mayor Dietch called the meeting to order at 7:09 P.M.

### B. Roll Call of Members

Town Clerk Sandra Novoa called the roll with the following members present: Mayor Daniel Dietch, Vice Mayor Barry Cohen, Commissioner Michael Karukin, Commissioner Tina Paul and Commissioner Daniel Gielchinsky.

### C. Pledge of Allegiance

Police Chief Allen led the Pledge of Allegiance

As a point of privilege the Mayor asked if item 1G Legislative Update could be taken next on the agenda. Town Manager Olmedillo asked if item 1H (MDFR Annual Report) could be taken after item 1G.

Commissioner Karukin made a motion to move items 1G and 1H up next on the agenda. The motion received a second from Commissioner Gielchinsky and all voted in favor.

### D. Mayor and Commission Remarks – Mayor Daniel Dietch

Vice Mayor Cohen thanked the community for allowing the Commission to serve and was very pleased with the large voter turnout. Commissioner Paul thanked all who supported her and said she was happy to serve. Commissioner Gielchinsky said he looked forward to working on the Commission and urged the community to come out and voice their opinions. Mayor Dietch welcomed the new Commission and thanked the community for the confidence they have in him and allowing him to continue as Mayor and said it was a privilege to serve.

### E. Agenda and Order of Business Additions, deletions and linkages

Commissioner Karukin linked items 9A (Coastal Issues Committee Abolishment) and 9F (Planning and Zoning Resolution). Commissioner Gielchinsky withdrew item 9C (Administrative Assistant to Legislative Dept.)

Commissioner Gielchinsky made a motion to approve the changes to the agenda order of business. The motion received a second from Commissioner Karukin and all voted in favor.

Mayor Dietch announced the upcoming community events which can be found in the Gazette and on the Town's website.

**G. Legislative Update** – Town Lobbyist Fausto Gomez

Mr. Gomez gave a report and some funds had been secured for seawall repair as well as other funds available to the town. His report included items which have passed as well as those that have not passed. He also spoke on sea level rise and the bill which was presented in Tallahassee. Mr. Gomez said he is available to answer any questions from the Commission. Vice Mayor Cohen said he was happy to hear that Tallahassee is looking into the sea rise problem.

**H. Miami Dade Fire Rescue (MDFR) Annual Report** – Guillermo Olmedillo, Town Manager

Chief Dave Downy gave a synopsis of the MDFR annual report and noted many awards they have received. He also said they are rated number one in the County. Mayor Dietch thanked Chief Downy for his service.

**Quasi-Judicial Hearings (None)**

**2. Consent Agenda**

Pulled Items:

Commissioner Gielchinsky pulled items 3 and 16. Commissioner Paul pulled items 3C 17 and 18 from the Town Manager's Report.

Commissioner Karukin made a motion to approve the agenda minus the pulled items. The motion received a second from Commissioner Gielchinsky and all voted in favor.

**A. Minutes** – Sandra Novoa, MMC, Town Clerk

**March 8, 2016 Regular Commission Meeting Minutes**

**B. Budget to Actual Summary as of January 31, 2016** – Guillermo Olmedillo, Town Manager

**\*C. Town Manager's Report** – Guillermo Olmedillo, Town Manager

1. See Click Fix
2. Development Applications
3. Commercial Property Maintenance Standards Workshop  
The Mayor spoke about restaurant grease trail on sidewalks and code compliance and fines have to be looked at. There should be an educational campaign and Manager Olmedillo gave an overview of the item.
4. Payments on Code Compliance Cases
5. Parks and Recreation Programs
6. Police Department March Significant Arrests
7. Traffic/Parking Improvement Recommendation Meeting
8. Town of Surfside Loading Zones

9. Surfside Police Enforces Seat Belt Law
10. Commercial Security Assessment of Young Israel Synagogue
11. Traffic Calming
12. 2015 Leo Awards Winners
13. Police Events
14. Parking Lot Restructure
15. Hazardous Waste Day
16. Historic Preservation Task Force

The Mayor asked for a copy of the letter sent to Mr. Jimenez. Commissioner Paul was not in favor of opting out from the County and the Mayor and Commissioner Karukin agreed.

Commissioner Karukin made a motion to extend the meeting for fifteen minutes. The motion received a second from Vice Mayor Cohen and all voted in favor.

17. Parcel 119 at NW 47<sup>th</sup> Avenue

Commissioner Paul thinks we should sell it rather than give it away. DOT wants to expand the road. Commissioner Gielchinsky thinks we could use this as leverage to get a traffic light on 96<sup>th</sup> and Abbott.

Commissioner Gielchinsky made a motion that the Town Manager engage in negotiations with FDOT to set a traffic light on 96<sup>th</sup> Street and Abbott. Commissioner Karukin added with all associated costs to that and Mayor Dietch added a loop detector. Commissioner Gielchinsky accepted the friendly amendments. The motion was changed as a direction to the Town Manager.

18. 9340 Collins Gallery of Surfside History

Manager Olmedillo gave an update. Commissioner Paul gave her ideas on the item and thinks they should keep their museum and space. There was further discussion on the item with a range of opinions. Public Speaker Barbara Cohen on the item.

Vice Mayor Cohen made a motion to extend the meeting another three minutes. The motion received a second from Commissioner Karukin and all voted in favor.

19. Information Technology and TV Broadcasts

Commissioner Karukin made a motion to approve the pulled agenda items. The motion received a second from Commissioner Paul and all voted in favor.

**\*D. Town Attorney's Report** – Linda Miller, Town Attorney

**E. Committee Reports** – Guillermo Olmedillo, Town Manager

- February 1, 2016 Tourist Board Meeting Minutes
- February 17, 2016 CIC Meeting Minutes
- February 25, 2016 Planning and Zoning Board Meeting Minutes

**F. Election Certification** – Sandra Novoa, MMC, Town Clerk

**RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA CERTIFYING AND DECLARING THE RESULTS OF THE TOWN OF SURFSIDE GENERAL MUNICIPAL ELECTION HELD ON MARCH 15, 2016 FOR THE ELECTION OF MAYOR AND FOUR (4) TOWN COMMISSIONERS; AND PROVIDING FOR AN EFFECTIVE DATE.**

Approved on consent.

**G. Mutual Aid Agreement between the Town of Medley Police Department and the Town of Surfside Police Department** – Guillermo Olmedillo, Town Manager

**A RESOLUTION OF THE TOWN OF SURFSIDE, FLORIDA ACKNOWLEDGING THE COMBINED VOLUNTARY COOPERATION AND OPERATIONAL ASSISTANCE MUTUAL AID AGREEMENT BETWEEN THE TOWN OF MEDLEY, FLORIDA AND THE TOWN OF SURFSIDE, FLORIDA; AUTHORIZING THE TOWN MANAGER AND CHIEF OF POLICE TO EXECUTE AND IMPLEMENT THE TERMS AND CONDITIONS OF THE MUTUAL AID AGREEMENT; PROVIDING FOR APPROVAL; AND PROVIDING FOR AN EFFECTIVE DATE.**

Approved on consent.

**3. Ordinances**

**A. Second Reading Ordinances**

**B. First Reading Ordinances**

**4. Resolutions and Proclamations**

**A. 4<sup>th</sup> of July Fireworks** – Guillermo Olmedillo, Town Manager

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, APPROVING THE EXPENDITURE FOR ZAMBELLI FIREWORKS MANUFACTURING CO. FOR EXHIBITION AND DISPLAY OF FIREWORKS; APPROVING THE EXPENDITURE OF \$4,000.00 FROM THE RESORT TAX FUND, ACCOUNT NO. 102-8000-552-48-10 AND \$8,000.00 FROM THE GENERAL FUND, PARKS & RECREATION DEPARTMENT, ACCOUNT NO. 001-6000-572-4810;**

**PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

Town Clerk Sandra Novoa read the title of the resolution. There was some discussion regarding making the display better and the cost. Mayor Dietch suggested pooling together with our neighboring communities.

Commissioner Karukin made a motion to approve. The motion received a second from Vice Mayor Cohen and all voted in favor.

**B. Purchase 2CY and 3CY Poly Commercial Containers for Solid Waste-  
Guillermo Olmedillo, Town Manager**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AUTHORIZING, AFTER THE FACT, THE EXPENDITURE OF FUNDS IN THE AMOUNT OF \$34,182.00 FOR THE PURCHASE OF 2CY AND 3CY POLY COMMERCIAL DUMPSTER CONTAINERS FROM THE FISCAL YEAR 2015/2016 SOLID WASTE FUND, ACCOUNT NO. 403-4000-534-4911; PIGGYBACKING OFF THE PURCHASE PRICE OF THE COMPETITELY BID CONTRACT AWARDED BY THE HOUSTON-GALVESTON AREA COUNCIL OF GOVERNMENTS; PROVIDING FOR APPROVAL AND AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

Town Clerk Sandra Novoa read the title of the resolution.

Commissioner Karukin made a motion to approve. The motion received a second from Commissioner Paul and all voted in favor.

**C. Additional Funding Needed for the 2016 Mack Rear Load Tipppers -  
Guillermo Olmedillo, Town Manager**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AUTHORIZING, AFTER THE FACT, THE EXPENDITURE OF FUNDS IN THE AMOUNT OF \$19,000.00 FROM THE FISCAL YEAR 2015/2016 PUBLIC WORKS FUND ACCOUNT NO. 403-4000-534-6410, WAIVING THE BID PROCESS PURSUANT TO SECTION 3-13(6) OF THE TOWN OF SURFSIDE CODE OF ORDINANCES; AUTHORIZING THE TOWN MANAGER TO PURCHASE A 2016 MACK REAR LOAD TIPPER ATTACHMENT FROM A SOLE SOURCE EXEMPT FROM THE TOWN'S BIDDING PROCEDURES; PROVIDING FOR APPROVAL AND AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

Town Clerk Sandra Novoa read the title of the resolution.



Vice Mayor Cohen made a motion to approve. The motion received a second from Commissioner Gielchinsky and all voted in favor.

**D. Town Parking Lot Wall Maintenance – Guillermo Olmedillo, Town Manager**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AWARDED THE PROPOSAL TO TRENCHLESS EXCAVATION, INC. FOR THE MAINTENANCE OF THE WALLS AT THE TOWN OWNED PARKING LOTS; AUTHORIZING THE EXPENDITURE OF FUNDS IN THE AMOUNT OF \$8,830.36 FROM THE MUNICIPAL PARKING FUND ACCOUNT NO. 402-9500-545-4611; PROVIDING FOR APPROVAL AND AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

Town Clerk Sandra Novoa read the title of the resolution.

Commissioner Paul asked that attention be given to the sidewalks such as repair and painting especially in the downtown district. Director Kroll responded to what has been done regarding sidewalks and how they try to keep up with sidewalk maintenance.

Commissioner Gielchinsky made a motion to approve. The motion received a second from Commissioner Paul and all voted in favor.

**E. Wyland Challenge for Water Conservation – Guillermo Olmedillo, Town Manager**

**A RESOLUTION OF THE TOWN OF SURFSIDE SUPPORTING THE NATIONAL “WYLAND MAYOR’S CHALLENGE FOR WATER CONSERVATION” IN THE TOWN OF SURFSIDE; DIRECTING THE TOWN CLERK TO TRANSMIT A COPY OF THIS RESOLUTION TO THE FLORIDA LEGISLATURE, THE SOUTH FLORIDA WATER MANAGEMENT DISTRICT, THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, AND ALL THE MUNICIPALITIES OF MIAMI-DADE COUNTY; AND PROVIDING FOR AN EFFECTIVE DATE.**

Town Clerk Sandra Novoa read the title of the resolution.

Commissioner Paul made a motion to approve. The motion received a second from Commissioner Karukin and all voted in favor.

**F. Support for Miami-Dade County Parks and Open Space Master Plan – Mayor Daniel Dietch**

**A RESOLUTION OF THE TOWN OF SURFSIDE, FLORIDA SUPPORTING AND ENDORSING THE MIAMI-DADE PARKS AND OPEN SPACE MASTER PLAN; DIRECTING THE TOWN CLERK TO TRANSMIT A COPY OF THIS RESOLUTION TO THE MIAMI-DADE COUNTY BOARD OF COUNTY COMMISSIONERS; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR APPROVAL AND AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

Town Clerk Sandra Novoa read the title of the resolution. Mayor Dietch gave a brief update on the item.

Vice Mayor Cohen made a motion to accept. The motion received a second from Commissioner Paul and all voted in favor.

**G. FY 2015/2016 Mid-Year Budget Amendment Resolution – Guillermo Olmedillo, Town Manager**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AMENDING THE ANNUAL BUDGET RESOLUTION ADOPTED FOR FISCAL YEAR OCTOBER 1, 2015 TO SEPTEMBER 30, 2016; FOR THE PURPOSE OF AMENDING THE ANNUAL BUDGET IN THE GENERAL FUND, CAPITAL PROJECT FUND, MUNICIPAL TRANSPORTATION FUND, MUNICIPAL PARKING FUND, AND SOLID WASTE FUND; AND OTHER ADJUSTMENTS TO THE BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2016; PROVIDING FOR APPROVAL AND AUTHORIZATION; PROVIDING FOR AN EFFECTIVE DATE.**

Town Clerk Sandra Novoa read the title of the resolution.

Manager Guillermo presented the item and Finance Director Donald Nelson gave details on the item. Commissioner Karukin asked about the projected budget for the next fiscal year as well as property taxes and reserves. Director Nelson gave information on both taxes and reserves and anticipates next year will be a conservative year with an explanation. Commissioner Gielchinsky thanked the Director and said he fully supported the purchase of a new vehicle for the Police Dept. as well as other proposals.

Vice Mayor Cohen made a motion to approve. The motion received a second from Commissioner Gielchinsky and all voted in favor.

**6. Good and Welfare**

Mayor Dietch opened the public hearings.

**Public Speakers:**

-Jeff Platt congratulated the Commission on their election. He thanked Director Tim Miliam of Parks and Recreation for getting his staff lifeguards to save a neighbor from drowning. He asked that the two lifeguards be recognized. He also spoke about

maintaining the small town feeling even on Collins Avenue. The issue of lounge chairs on the beach was also addressed.

-Victor May suggested the Commission consider a Budget Committee and gave details as to what they would do.

-Terry Cohen congratulated the Commission. She has an issue with a neighbor who rents his house for entertainment purposes and the loud music all day until the evening hours. Explaining her problem in detail her allotted time was up. Commissioner Paul made a motion to allow Ms. Cohen an additional three minutes to speak. The motion received a second from Commissioner Gielchinsky and the motion carried 4/1 with Commissioner Karukin voting in opposition. She is asking for help from the city as to enforce permits, excessive noise, fines.

-Lou Cohen also congratulated the Commission on the election and spoke of the unique voting of Surfside, staggered terms and future elections.

-Marianne Meischied spoke of a large oil drum that washed up on the shoreline which was leaking oil. She reported it to SeeClickFix. A Police Officer came but he was told not to touch it as it was not clear which jurisdiction was to handle it or what was in the drum.

-George Kousoulas also spoke about the oil drum and with a neighbor pulled the drum ashore. In a situation such as this there should be a better way to handle such issues.

-Deborah Cimadevilla said there have been extensive markings on Abbott Ave and wanted to know what this was about. She was told fiber optic lines were going in to serve the Surf Club and if so why is it being done on residential streets and not on Collins. She also likes the speed bumps being put in and likes Mr. May's idea of a Budget Committee.

No one else wishing to speak the Mayor closed Good and Welfare.

Commissioner Paul responded to Ms. Cohen and her issues and suggested we look at higher fees for commercial use of a home and also felt Ms. Cohen should be invited to the parties. Commissioner Gielchinsky spoke about advertising on the internet for commercial use and Town Manager Olmedillo gave information on the internet service and violations as well as legal aspects. Mayor Dietch asked the Manager to include resolutions in his next report.

Commissioner Karukin spoke about the lounge chairs and also staggered terms for elected officials. He gave brief comments on other issues the speakers spoke of.

Vice Mayor Cohen agreed that we need more lifeguards and when more revenue comes in they should be able to support it. He also warned good Samaritans that retrieving the oil drum could have proved dangerous as one really does not know if it was oil or a hazardous material. Regarding staggered terms, he said it was voted down by the residents two times. He suggested a mural be painted on the wall that one sees approaching the town of Surfside.

Mayor Dietch addressed the issues brought forth by the residents. He thought the idea of a Budget Committee was interesting. He said residents can go online and see the city expenditures. He empathized with Ms. Cohen and encouraged her to become more friendly with her neighbor but also said the town will look into code violations to try to help her.

Chief Allen addressed the oil drum problem and said he urged residents not to go near material they do not know. His officers are required not to go near any unknown objects. The Chief gave a detailed report as to when they knew about the oil drum and how it was handled.

**7. Town Manager and Town Attorney Reports**

Town Manager and Town Attorney Reports have been moved to the Consent Agenda – Item 3.

**8. Unfinished Business and New Business**

**9. Mayor, Commission and Staff Communications**

**A. Coastal Issues Committee Abolishment – Commissioner Michael Karukin  
(linked to 9F)**

Commissioner Karukin said the items are linked because he feels if we approve 9F then there is no need to have two committees reviewing the same topic. His concern is government efficiency and pages of material from both committees with the same information. Commissioner Paul said she believes the Planning and Zoning Committee should concentrate more on buildings and design and keeping the charm of the town although it does tie into sea level rise. Manager Olmedillo clarified the difference between the Planning and Zoning Committee and the Design and Review Board which deals with design. Commissioner Paul believes the Coastal Committee should be focusing on more than one issue and would like to give them another chance. Commissioner Karukin said we asked the Coastal Committee about lounge chair issues and they did not handle that with satisfaction. Mayor Dietch suggested a liaison for both committees and suggested the Town Manager create an alignment between the two committees and working efficiently. Manager Olmedillo said the Commission assigns the responsibilities to Committees and the CIC got stuck on lounge chairs only. Vice Mayor Cohen said the committees should be given more direction as to what they should be focusing on. He suggested adding environmental and sustainability issues to the Planning and Zoning Board.

The Mayor opened the item to public speakers.

-Deborah Cimadevilla spoke against abolishing the CIC and said we have many coastal issues and they should be given another chance.

-George Kousoulas said he feels we need the two committees as it would be too much for P&Z. He also said CIC did work very hard although they were not well organized and feels we need the CIC but give them more guidance.

-Marianne Meischied feels CIC and P&Z are very diverse and we need both committees. She also asked why the town takes so long to resolve this.

-Larisa Alonso believes we need the CIC as there are many coastal issues besides sea level rise.

-Lou Cohen spoke on the obligation of the CIC and the obligation of the Commission and that the Commission did not accept the recommendation of the CIC and feels the Commission fell short on that.

Commissioner Gielchinsky said he had served on the CIC and explained why it did not function well. He spoke about the beach chair issue and the problems in resolving it. He

spoke about sea level rise and the responsibilities of P&Z. He believes a subcommittee of the P&Z could address items such as environmental and sustainability issues. Commissioners further discussed the item.

Commissioner Cohen made a motion to abolish the CIC and enhance P&Z responsibilities and duties and to add environmental and sustainability issues as a subsection to P&Z. Commissioner Cohen withdrew his motion.

Commissioner Gielchinsky made a motion that the CIC become subject to the renaming of a new advisory sub-committee to the P&Z Board with different liaisons from the Town Commission and meetings to be held regularly abolishing the CIC. CIC funding to be transferred to the new committee. The motion received a second from Commissioner Karukin and all voted in favor.

#### **B. Boards and Committees Appointments** (*Verbal*) – Guillermo Olmedillo, Town Manager

Manager Olmedillo presented the item and named the various boards that need appointments. The Mayor explained the duties of a liaison.

The following are the appointed liaisons:

- Planning and Zoning Board – Commissioner Gielchinsky
- Tourist Board -Vice Mayor Cohen
- Parks & Recreation – Commissioner Paul
- Personnel Appeals Board – Commissioner Karukin
- CIC (to be renamed) - Mayor Dietch

Vice Mayor Cohen and Commissioner Karukin both indicated that they received many requests to serve on various committees and urged all to attend the committee meetings even if they were not chosen to serve.

**Tourist Board:** Commissioner Karukin appointed Jessica Weiss, Commissioner Paul appointed Marianne Meisheid, Commissioner Gielchinsky appointed Terry Cohen, Mayor Dietch appointed Barbara Cohen, and Vice Mayor Cohen appointed Jennifer Zawid.

Commissioner Karukin made a motion to ratify the appointments. The motion received a second from Commissioner Gielchinsky and all voted in favor.

**Planning & Zoning Board** (qualifications stated): Commissioner Paul appointed Judith Frankel, Commissioner Karukin appointed Lindsay Lecour, Mayor Dietch appointed Peter Glynn, The Town Attorney needed more time to review the qualifications of Richard Iacobacci and Brian Roller.

**Design and Review Board:** Mayor Dietch nominated Jorge Guterrez. Commissioner Karukin made a motion to reappoint Mr. Guterrez. The motion received a second from Commissioner Gielchinsky and all voted in favor.

Vice Mayor Cohen nominated Chase Berger. Commissioner Paul nominated John Rodriguez.

Vice Mayor Cohen made a motion to accept Chase Berger. The motion died for lack of a second.

Mr. Rodriguez does not meet the Design Review Board requirements.

**Personnel Appeals Board:** Commissioner Paul nominated Norma Parron, Mayor Dietch nominated Victor May, and Commissioner Gielchinsky nominated Dou Schoches.

Commissioner Gielchinsky made a motion to accept the nominees. The motion received a second from Commissioner Paul and all voted in favor.

**Pension Board:** Abraham Issa and Stacey Shanahan were at large appointments. Commissioner Paul made a motion to accept the appointments. The motion received a second from Commissioner Gielchinsky and all voted in favor.

**Police Officers Pension Trust Committee:** (TBA)

**Parks and Recreation Committee:** Commissioner Paul nominated Jeffery Platt, Commissioner Gielchinsky nominated Mitchell Gottlieb, Mayor Dietch nominated Eliana Salzhauer, Commissioner Karukin nominated Retta Logan, and Vice Mayor Cohen nominated Shlomo Danzinger.

Commissioner Karukin made a motion to accept the nominations. The motion received a second from Vice Mayor Cohen and all voted in favor.

**Coastal Issues Committee (to be renamed):** Commissioner Paul appointed Larisa Alonso, Mayor Dietch appointed Lou Cohen, Commissioner Gielchinsky appointed Bertha Goldenberg, and Vice Mayor Cohen appointed Reed Kandalaft.

Commissioner Paul made a motion to accept the appointments. The motion received a second from Vice Mayor Cohen and all voted in favor.

**C. Administrative Assistant for Legislative Department** – Commissioner Daniel Gielchinsky (Commissioner Gielchinsky withdrew the item)

**D. November 2016 Regular Commission Meeting Date Change** – Sandra Novoa, Town Clerk

Commissioner Karukin made a motion to change the next Commission Meeting date to November 9, 2016. The motion received a second from Commissioner Gielchinsky and all voted in favor.

**E. Pelican Harbor Seabird Station 36<sup>th</sup> Anniversary Celebration Fundraising Event** – Guillermo Olmedillo, Town Manager (Mayor Dietch recused himself)  
Manager Olmedillo presented the item.

Commissioner Paul made a motion to accept. The motion received a second from Commissioner Karukin and all voted in favor with Mayor Dietch recused.

**F. Planning and Zoning Board Resolution No. 2016-Z-2360** – Sea Level Rise – Guillermo Olmedillo, Town Manager (Linked to 9A)

Commissioner Karukin made a motion to defer the item. The motion received a second from Vice Mayor Cohen and all voted in favor.

**G.Planning and Zoning Board Resolution No. 2016-Z-01 – Streetscape –**  
Guillermo Olmedillo, Town Manager

Manager Olmedillo presented the item. The Commission discussed the resolution and some items were not viewed favorably. The Mayor reminded that this will be discussed again and suggested a workshop with Planning and Zoning but to start the process and move forward.

The Mayor opened the public hearing. No one wishing to speak the Mayor closed the public hearing.

Commissioner Paul made a motion to accept. The motion received a second from Commissioner Gielchinsky and all voted in favor.

**H. Bal Harbour Shops Status Update –** Guillermo Olmedillo, Town Manager

Manager Olmedillo gave an updated report on the item. Commissioner Karukin did his own traffic study on the issue and asked the Town Manager to forward it to the Commission. Mayor Dietch wanted on the record that Surfside reserve the right to Item 3. Construction impact and traffic was discussed.

Commissioner Paul made a motion to accept Item2. The motion received a second from Commissioner Karukin and all voted in favor.

**10. Adjournment**

The meeting adjourned at 11:13 p.m.

Respectfully submitted,

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Daniel Dietch, Mayor

Attest:

\_\_\_\_\_  
Sandra Novoa, MMC  
Town Clerk



# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Dietch, Daniel, Edward		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Town Commission	
MAILING ADDRESS 9372 Byron Avenue		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Surfside	COUNTY Miami-Dade	<input checked="" type="checkbox"/> CITY	<input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
DATE ON WHICH VOTE OCCURRED April 12, 2016		NAME OF POLITICAL SUBDIVISION: Surfside, FL	
		MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE	

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

\* \* \* \* \*

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

**PRIOR TO THE VOTE BEING TAKEN** by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

**WITHIN 15 DAYS AFTER THE VOTE OCCURS** by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

\* \* \* \* \*

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)



## APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

## DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Daniel Edward Dietch, hereby disclose that on April 12, 20 16 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_ ;
- inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.


(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

The matter before the Town Commission was a vote regarding sponsorship for the Pelican Harbor Seabird Station's 36th Anniversary Celebration Fundraising Event. On the advise of our Town Attorney, I recused myself from any discussions and the vote due to my position on the Event's Host Committee.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

April 21, 2016

Date Filed

Signature 

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

## 1. Opening

### A. Call to Order

Mayor Dietch called the meeting to order at 6:02 P.M.

### B. Roll Call of Members

Town Clerk Sandra Novoa called the roll with the following members present: Mayor Daniel Dietch, Vice Mayor Barry Cohen, Commissioner Michael Karukin, Commissioner Tina Paul and Commissioner Daniel Gielchinsky.

### C. Pledge of Allegiance

Police Chief Allen led the Pledge of Allegiance

## 2. Quasi-Judicial Hearings

### A. Ness Practical Difficulty Variance – 9464 Byron Avenue – Guillermo Olmedillo, Town Manager

**A RESOLUTION OF THE TOWN OF SURFSIDE, FLORIDA TOWN COMMISSION CONSIDERING THE APPLICATION OF 9464 BYRON AVENUE TO PERMIT A PRACTICAL DIFFICULTY VARIANCE FROM THE REQUIREMENTS OF SECTION 90-49 OF THE TOWN OF SURFSIDE CODE OF ORDINANCES PURSUANT TO SECTION 90-36.1 OF THE TOWN OF SURFSIDE CODE OF ORDINANCES; TO PERMIT 7% ADDITIONAL LOT COVERAGE FOR AN ADDITION AND RENOVATION TO THE FIRST FLOOR OF THE EXISTING SINGLE FAMILY HOME; PROVIDING FOR APPROVAL; PROVIDING FOR AN EFFECTIVE DATE.**

Town Clerk Sandra Novoa read the title of the resolution.

Mayor Dietch explained the quasi-judicial process and the duties of the Commission.

Town Attorney Miller asked Town Clerk Novoa if she had confirmed compliance with advertising notice requirements. Town Clerk Novoa said the applicant was looking for the last piece now and she could not state confirmation. Manager Olmedillo said the town had posted it and they are waiting for the applicant to show his part of it as to the mailing of notices.

Vice Mayor Cohen made a motion to reconvene at 6:30 p.m. The motion received a second from Commissioner Karukin and all voted in favor.

The meeting convened at 6:39 p.m.

Town Clerk Sandra Novoa confirmed that compliance with advertising notice requirements have been met.

Attorney Miller asked the Town Commission if anyone had ex-parte communications with the Applicant or any objector.

Commissioner Gielchinsky said he sent a congratulatory text message to the applicant after he had seen that the Planning and Zoning Board had approved his application and received a reply of thank you.

Vice Mayor Cohen said over a year ago he had conversations with Mr. Ness regarding his proposal but once the Vice Mayor saw it was going to something legislative he ceased communications with the applicant but was informed when meetings were coming up.

Mayor Dietch also had conversations with the applicant, much like the Vice Mayor prior to any legislative hearings.

Town Clerk Sandra Novoa swore in everyone wishing to speak in favor or against the item.

Mayor Dietch spoke on the process and rulings of a quasi-judicial hearing.

Town Manager Olmedillo gave a brief introduction on the item.

Town Planner Sarah Sinatra presented the item and said staff as well as the Planning and Zoning Board are recommending approval.

Mayor Dietch opened the public hearing.

The architect for the applicant Mr. Ness, spoke on the design of the proposed house and had a visual presentation.

No one else wishing to speak the Mayor closed the public hearing.

Vice Mayor Cohen made a motion to approve. The motion received a second from Commissioner Gielchinsky.

Commissioner Paul had some questions regarding the percentage of demolition which will be taken on the house. The architect addressed the question.

Commissioner Gielchinsky made a motion to defer the regular Commission Meeting to 7:15 p.m. The motion received a second from Commissioner Paul and all voted in favor.

Because this was the first time the Commission was addressing this variance, Commissioner Karukin asked the Town Planner regarding future development on that property. Planner Sinatra read into the record the ordinance regarding future development after a practical difficulty variance is granted. Commissioner Karukin asked if the variance only applies to lot coverage and Town Planner read into the record the ordinance regarding that. Commissioner Karukin asked about parking spaces and Planner Sinatra said the requirements are that two parking spaces are to be provided. Vice Mayor Cohen was in favor of the requirements that two parking spaces are to be provided as it takes cars off the street.

Town Clerk Novoa called the roll and all voted in favor.

Mayor Dietch said he appreciated the sensitivity and thoughtfulness that the applicant gave in finding a solution and working through the system.

### **3. Adjournment**

The meeting adjourned at 7:05 p.m.

Respectfully submitted,

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Daniel Dietch, Mayor

Attest:

\_\_\_\_\_  
Sandra Novoa, MMC  
Town Clerk

**TOWN OF SURFSIDE, FLORIDA**  
**MONTHLY BUDGET TO ACTUAL SUMMARY**  
**FISCAL YEAR 2015/2016**

AS OF

February 29, 2016

42% OF YEAR EXPIRED (BENCHMARK)

Agenda Item #

Page

1 of 3

Agenda Date: May 10, 2016

GOVERNMENTAL FUNDS	ACTUAL	ANNUAL BUDGETED	% BUDGET
<b>GENERAL FUND</b>			
REVENUE	\$8,374,823	\$12,429,832	67%
EXPENDITURES	5,059,933	\$12,429,832	41%
Net Change in Fund Balance	3,314,890		
Fund Balance-September 30, 2015 (Unaudited)	5,362,611 <sup>A</sup>		
Fund Balance-February 29, 2016 (Reserves)	<u>\$ 8,677,501</u>		
<b>RESORT TAX (TEDAC SHARE)</b>			
REVENUE	\$ 210,247 <sup>B</sup>	\$661,870	32%
EXPENDITURES	192,439	\$661,870	29%
Net Change in Fund Balance	17,808		
Fund Balance-September 30, 2015 (Unaudited)	345,969		
Fund Balance-February 29, 2016 (Reserves)	<u>\$ 363,777</u>		
<b>POLICE FORFEITURE/CONFISCATION</b>			
REVENUE	\$ 37,689	\$80,000	47%
EXPENDITURES	26,580	\$80,000	33%
Net Change in Fund Balance	\$ 11,109		
Fund Balance-September 30, 2015 (Unaudited)	112,666		
Fund Balance-February 29, 2016 (Reserves)	<u>\$ 123,775</u>		
<b>TRANSPORTATION SURTAX</b>			
REVENUE	\$ 82,966	\$260,350	32%
EXPENDITURES	77,396	\$260,350	30%
Net Change in Fund Balance	5,570		
Fund Balance-September 30, 2015 (Unaudited)	435,359		
Fund Balance-February 29, 2016 (Reserves)	<u>\$ 440,929</u>		
<b>CAPITAL PROJECTS</b>			
REVENUE	\$ 38,516	\$152,700	25%
EXPENDITURES	68,794	\$152,700	45%
Net Change in Fund Balance	(30,278)		
Fund Balance-September 30, 2015 (Unaudited)	647,342		
Fund Balance-February 29, 2016 (Reserves)	<u>\$ 617,064</u>		

**NOTES:**

\* Many revenues for February 2016 are received in subsequent months (timing difference) and are recorded on a cash basis in the month received.

A. Includes \$2,000,000 available for hurricane/emergencies. The balance of \$3,362,611 is unassigned fund balance (reserves).

B. Resort Tax Revenues total collected through January 2016 is \$611,984, (\$210,247 is the TEDAC and \$401,737 is the General Fund).



**ENTERPRISE FUNDS**

**ACTUAL**

<b>ANNUAL BUDGETED</b>	<b>% BUDGET</b>
------------------------	-----------------

**WATER & SEWER**

REVENUE	\$ 1,214,126	\$3,098,177	39%
EXPENDITURES	876,138	\$3,098,177	28%
Change in Net Position	337,988		
Unrestricted Net Position-September 30, 2015 (Unaudited)	(1,846,415)		
Restricted Net Position	1,260,776 C1		
Unrestricted Net Position-February 29, 2016 (Reserves)	<u>\$ (247,651) C2</u>		

**MUNICIPAL PARKING**

REVENUE	\$ 459,188	\$1,042,000	44%
EXPENDITURES	372,038	\$1,042,000	36%
Change in Net Position	87,150		
Unrestricted Net Position-September 30, 2015 (Unaudited)	1,096,280		
Unrestricted Net Position-February 29, 2016 (Reserves)	<u>\$ 1,183,430</u>		

**SOLID WASTE**

REVENUE	\$ 735,076	\$1,576,387	47%
EXPENDITURES	848,434	\$1,576,387	54%
Change in Net Position	(113,358)		
Unrestricted Net Position-September 30, 2015 (Unaudited)	425,634		
Unrestricted Net Position-February 29, 2016 (Reserves)	<u>\$ 312,276</u>		

**STORMWATER**

REVENUE	\$ 248,548	\$678,848	37%
EXPENDITURES	169,253	\$678,848	25%
Change in Net Position	79,295		
Unrestricted Net Position-September 30, 2015 (Unaudited)	4,029,729		
Restricted Net Position	347,140 C3		
Unrestricted Net Position-February 29, 2016 (Reserves)	<u>\$ 4,456,164</u>		

**NOTES:(con't)**

C1. The Restricted Net Position of \$1,260,776 includes \$1,017,776 for renewal and replacement, and \$243,000 for State Revolving Loan reserves.

C2. The reserves balance of (\$247,651) is the result of a change in current net position as of February 2016 of \$337,988 net position as of September 30, 2015 of (\$1,846,415) includes \$651,144 for rate stabilization, plus Restricted Net Position of \$1,260,776.

C3. The Restricted Net Position of \$347,140 includes \$266,140 for renewal and replacement, \$81,000 for State Revolving Loan reserves.

  
 Donald G. Nelson, Finance Director  
**\*\*ATTACHMENT**

Guillermo Olmedillo, Town Manager

**Town of Surfside**  
**Fund Balance (Reserves)**

**2/29/2016**

FUND	9/30/2013	9/30/2014	9/30/2015	2/29/2016
General	\$ 5,304,042	\$ 6,366,391	\$ 5,362,611	\$ 8,677,501
Resort Tax	94,497	180,297	345,969	363,777
Police Forfeiture	138,143	159,626	112,666	123,775
Transportation Surtax	131,475	396,740	435,359	440,929
Capital	255,263	849,445	647,342	617,064
Water & Sewer	(5,261,333)	(3,501,884)	(1,846,415)	(247,651)
Parking	1,066,574	1,000,355	1,096,280	1,183,430
Solid Waste	227,274	116,662	425,634	312,276
Stormwater	2,520,512	3,838,412	4,029,729	4,456,164
<b>Total</b>	<b>\$ 4,476,447</b>	<b>\$ 9,406,044</b>	<b>\$ 10,609,175</b>	<b>\$ 15,927,265</b>





## TOWN MANAGER'S REPORT MAY 2016

### COMMUNITY PROGRAMS / INITIATIVES / ENHANCEMENTS

1. See Click Fix -- Report attached.

### PLANNING, ZONING AND DEVELOPMENT

#### 2. Development Applications

A. 9133-9149 Collins Avenue – A site plan application for the Surf Club II has been received and a Development Review meeting was held on September 4, 2015. The plans include restoring a 16 dwelling unit historic building (the Seaway Villas) and adding a 34 unit, 12 story building immediately north of the Surf Club I. The plans were resubmitted on March 18. The second Development Review meeting was held on April 18, 2016. A DIC meeting will be scheduled after the plans are resubmitted and all comments are addressed.

B. 9011 Collins Avenue – A site plan amendment application for the northwest building at the Surf Club has been received. A Development Review meeting has not been scheduled at this time.

C. 9011 Collins Avenue – A site plan amendment application to add one pool and modify the landscaping at the rear of the Surf Club site has been received. A Development Impact Committee meeting was held on February 11, 2016. The Planning and Zoning Board is expected to hear this application in May.

D. 9300 Collins Avenue – A site plan application for 68 townhouse units, replacing 101 multifamily units, has been submitted. A Development Review meeting was held on March 10, 2016. A second Development Review meeting was held on April 27, 2016. A DIC meeting will be scheduled after the plans are resubmitted and all comments are addressed.

E. 8851 Harding Avenue – A site plan application for 23 units was submitted in 2014. A Development Review meeting was held in January 2015. No resubmittal has been received to date.

### TOWN DEPARTMENTS

#### Code Compliance

#### 3. Commercial Property Maintenance

The Town of Surfside held a Commercial Property Maintenance Standards Workshop on January 28, 2016. Commercial property owners, their lessees and Town staff members were in attendance.

Following the Workshop, the Code Compliance Director mailed out an informational letter to each Harding Avenue property owner to advise them that the Town will begin strict enforcement activities in the business district beginning the week of March 15, 2016.

On March 22, 2016, the Code Compliance Unit and a Surfside Police Department Neighborhood Resource Officer conducted a Harding Avenue Alleyways commercial property inspection. The Officers noted and photographed many code violations, and issued thirty (30) code violation notices to the property owners and to their tenants.

As of April 21, 2016, 24 cases remain open. The original violation notices gave property owners 30 days to comply. Some property owners have requested extensions, and some cases are scheduled for a hearing before the Town's Special Master.

#### **4. Payments on Code Compliance Cases**

Unresolved Code Compliance cases accrue fines until the code violation is resolved. After the violation is abated, then the property owners are notified to remit the fine amount due. In many cases, the fine amount is either paid, settled via a settlement agreement, or referred to the Town's Special Master for a hearing and ruling on the fine amount due.

The following is a summary by Fiscal Year:

FY 15/16: 81 cases have submitted payments totaling \$103,500 (thru April 21, 2016)  
FY 14/15: 26 cases paid/settled for a total of \$86,869  
FY 13/14: 6 cases paid/settled for a total of \$67,293  
FY 12/13: 9 cases paid/settled for a total of \$15,750  
FY 11/12: 8 cases paid/settled for a total of \$16,875

### **Parks and Recreation**

#### **5. Programs**

- The Town of Surfside hosted the annual Baynanza Shoreline Clean-Up on April 16, 2016. The event had 140 volunteers on the beach.
- The Town of Surfside Parks and Recreation Department was presented a first place award in the Great Park Summit "The Power of Parks" Photo Contest for 2016. The award was in the category for Place Making (Parks/Facilities), an aerial photo of the Community Center was submitted along with a description of the Community Center and its amenities. The award was presented to the Parks and Recreation Department at the Miami Dade County Great Parks Summit on April 15, 2016.
- Town of Surfside Parks and Recreation Teen Scene members created the Town's second Sea Level Awareness Project (S.L.A.P) Pole as a community service project to help bring awareness of the effects of climate change on rising sea levels. The S.L.A.P Pole was unveiled during the Earth Day event on April 17 and has found a permanent home on the green space behind the Community Center.

## **Police Department**

### **6. April Significant Arrests**

Grand Theft Arrests- April 4, 2016: The Grand Beach Hotel management reported to detectives that they suspected four employees who were stealing cash payments made by the guests upon their check-out at the hotel. Detectives gathered evidence provided by the hotel, interviewed four employees, and obtained confessions from all four. They were arrested and each was charged with Grand Theft and Making False Entry on Books of Corporation.

Loitering and Prowling Arrest - April 5, 2016: Officers responded to a call of a suspicious male in a backyard in the 600 block of 94<sup>th</sup> Street. Officers located the male on the property, who stated he was homeless and looking for a place to sleep. The subject was arrested.

Loitering and Prowling Arrest- April 17, 2016: While on patrol an officer observed a bicycle laying on the roadway in the middle of the 9200 block of Abbott Avenue. The officer began checking houses in the area. The subject attempted to conceal himself as he was crouched down between the tree and a wall. The subject failed to dispel the alarm of the officer and was subsequently arrested for loitering and prowling.

### **7. Traffic/Parking Improvement Recommendation Meeting**

The Town of Surfside hosted a Traffic/Parking Improvement Recommendation meeting for residents on April 19, 2016 in the Commission Chambers.

The meeting included a presentation on the current traffic mitigation systems, traffic calming devices and enhanced loading zones. Recommendations were also discussed about modified traffic patterns between Collins Avenue and Harding Avenue and expanding the use of on-street parking. The goal of the meeting was to present considerations for these topics and allow for needed feedback from the public.

Approximately seventy (70) residents attended the meeting. Florida Department of Transportation representatives were also in attendance. Staff made a presentation of the traffic and parking mitigation actions that have been implemented. Those actions include the following:

The 9500 block of Byron Avenue was improved by reducing the traffic circle and adding four curb extensions (two at the beginning of the block and two midblock). A speed bump was installed between the two midblock curb extensions.

Additional Speed Bumps have been ordered and others have been installed at the following locations:

- 9300 block of Byron Avenue
- 9400 block of Byron Avenue
- 9100 block of Bay Drive
- 9200 block of Bay Drive
- 9000 block of Byron Avenue
- 9000 block of Abbott Avenue

Stop Bar Reflectors were installed at the following locations:

- 95 Street & Byron Avenue
- 94 Street & Byron Avenue
- 93 Street & Byron Avenue
- 91 Street & Byron Avenue
- 91 Street & Dickens Avenue
- 91 Street & Froude Avenue
- 88 Street & Carlyle Avenue
- 88 Street & Froude Avenue

New stops signs were installed for east / west traffic at 93rd Street & Byron Avenue, making it a four way stop intersection.

#### Loading Zones

To reduce double parking occurrences on Harding Avenue in the Business District and reduce the associated noise in the residential areas additional Loading Zones were created and became effective on 03-04-2016. The Loading Zones are active Monday-Friday, 6am-10am, at the following locations:

- 9500 Block of Harding Avenue (West-side)
- 9400 Block of Harding Avenue (West-side)
- 95th Street between Harding Ave. and Abbott Ave. (South-side)

#### Taxi Stand Relocation

The Taxi Stand in the 300 Block of 95th Street (between Harding Ave, and Abbott Ave.) was turned into a Loading Zone.

A new Taxi Stand area was created in the 9400 block of Collins Avenue on the West-side of the street by the Grand Beach Hotel West.

In addition to presenting the actions taken to date, Staff presented some recommendations and potential projects planned regarding further traffic and parking mitigation efforts. Included in the proposed projects are Loop Detectors for intersections at 93<sup>rd</sup>, 94<sup>th</sup>, and 95<sup>th</sup>, Street on Harding Avenue. Triangular Islands that can be installed on the west side of Harding Avenue in order to prevent drivers from entering the residential neighborhoods from east of Harding Avenue. Those islands would allow for vehicles traveling south on Harding Avenue to turn right into the residential neighborhoods. Vehicles exiting the residential neighborhood traveling east on 92<sup>nd</sup> Street for example would be directed to turn right and go south on Harding Avenue. Modified traffic patterns of one-way roads on the corridor streets between Collins and Harding Avenues were discussed. Crosswalks with Rapid Rectangular Flashing Beacons (RRFB's) were discussed for the Business District and several other locations on Collins Avenue and Harding Avenue. Ideas such as making every intersection in the residential area a four way stop intersection and even creating a Special Taxing District / Gated Community were mentioned and debated. Moving the traffic signal from Byron Avenue & 96 Street to Abbott Avenue & 96 Street was also discussed. FDOT representatives made a brief presentation that included a traffic flow model animation with the light at 96 Street & Abbott Avenue. The model presented displayed the 9500 block of Abbott Avenue with a single traffic

lane for northbound travel and a single traffic lane for vehicles traveling southbound. The FDOT representatives explained moving this traffic signal to Abbott Avenue would not work due to the proximity of that traffic signal with the Harding Avenue signal and the potential for backups generating block the box issues at the Abbott intersection.

Parking mitigation ideas included a proposal of adding a total of 44 new parking spaces. There would be 17 parking spaces added in the 100 blocks along the Collins Avenue corridor (beach street ends). 20 parking spaces would be created on the west side of Collins Avenue in the 8800 and 8900 blocks and 7 spaces would be generated on the two streets proposed to be one-way traffic at 89<sup>th</sup> and 90<sup>th</sup> between Collins and Harding Avenues.

At the conclusion of the staff's presentation the meeting was opened to the public. The vast majority of those in attendance spoke. The following is a synopsis of residents' complaints, recommendations and comments:

#### Complaints:

- Several expressed disapproval for placing a red light at 96 Street and Abbott Avenue
- Lack of parking spaces in business district
- Congestion on Collins Avenue
- Too much vehicles traveling in the 9500 block of Byron Avenue
- Prohibit construction workers to park in Town parking lots
- Congestion at Publix
- 90th Street and Harding Avenue – dangerous for anyone crossing by foot or vehicle / against new or additional parking spaces in the area
- Several opposed to making the west side of 8800 and 8900 block of Collins Avenue parking spaces
- Against having extra loading zone spaces on 95th Street
- Against closing / blocking streets due to it is temporary and drivers will figure out an alternate route – offered no solution
- Against the recommendation of making Surfside a “maze”

#### Recommendations:

- Instead of parallel parking in the business district, make it angled parking
- Synchronizing of the traffic lights
- Construction workers should park in Haulover
- Several in favor of a gated community / others against it – recommended a study
- Due to the future construction of Bal Harbour shops, everyone needs to be cognizant before making changes
- Allow left turns from 96 Street and Bay Drive during certain hours (in the morning and afternoon due to school hours)
- Designate 2 lanes an egress and 2 lanes an ingress
- Need a parking structure and a mass transit system because of the lack of parking spaces
- Change the traffic flow going in and out of Publix
- Install stop signs at every intersection
- Reduce the lanes on Collins and Harding Avenue from 3 lanes to 2 lanes

- Create a system of a maze to deter people from coming into the neighborhood – such as one ways and installing sidewalks
- Several in favor of needing a comprehensive plan with the help of traffic engineers and putting more thought into it before making changes – everything is temporary, one has to see the long-term effects
- Installation of sidewalks
- Creating a traffic committee
- Install more flashing lights at the stop sign
- Increase the height of the cement barrier on 88 Street because of all the violators who cross it to make the illegal turn to go west on 88 Street
- Installing a left turning lane at 95 Street and Harding Avenue – the captain addressed this indicating it was in the plan of the Shul expansion

Comments:

- In favor of 92 Street and Harding Avenue recommendation
- Opposed to recommendation of having the 9500 block of Bryon Avenue with Southbound traffic flow
- Byron Avenue has the burden of traffic
- Several in favor of the already existing traffic calming devices
- A couple of people opposed to Indian Creek residents using “their” road (91st Street). Constant high vehicular and commercial traffic, speeders – Town manager addressed that it is a Public Roadway
- Police should start using “quotas” in writing tickets to those who constantly run stops signs and speed in her neighborhood. This will prove a point and will generate a lot of money for the department.
- One resident wants an officer to be parked on her street to enforce the stop sign because of constant violators
- One expressed that she would like a loading zone in front of her condominium building on Collins Avenue
- Every Street has a problem – everyone needs to work together to find a solution
- Several praised the police department for the constant traffic enforcement at 95 Street / Byron Avenue and 88 Street / Byron Avenue

In conclusion, the residents were not in agreement on any of the proposals except installing additional stop bar reflectors and speed calming tables.

### **8. New Parking Enforcement Officer in the Police Department**

Hans Smith is the new Parking Enforcement Officer in the Police Department effective April 26, 2016. Hans worked for the Town of Surfside in the Parks and Recreation Department since June 2015 as a Recreation Leader 1. Hans will be an asset to the Police Department.

### **9. National Police Appreciation Month**

May is the month where the Nation celebrates Memorial Day and National Police Appreciation Month.

In 1962, President John F. Kennedy signed a proclamation which designated May 15th as Peace Officers Memorial Day and the week in which that date falls as Police Week. Currently, tens of

thousands of law enforcement officers from around the world converge on Washington, DC to participate in a number of planned events which honor those that have paid the ultimate sacrifice. The Memorial Service began in 1982 as a gathering in Senate Park of approximately 120 survivors and supporters of law enforcement. Decades later, the event, more commonly known as National Police Week, has grown to a series of events which attracts thousands of survivors and law enforcement officers to our Nation's Capital each year.

Locally there are several events to honor the men and women of law enforcement.

The Law Enforcement Officers Memorial was established in 1980 to honor fallen officers from every police department and law enforcement agency within Miami- Dade County. In 2001, four black granite walls were erected; etched with the names of the gallant men and women who died serving the citizens of their community. Today, 138 names grace these hallowed walls.

The service was held May 5 at Tropical Park in Miami.

## **10. Police Events**

- Community Service Aide Daniel Sanchez and the Intracoastal Police Explorers assisted with a community event at Greynolds Park on May 1, 2016.
- The Police Officer Assistance Trust and the Law Enforcement Officers Under Authority Ministry hosted a Law Enforcement Officers Memorial Prayer Breakfast on May 3, 2016. Diana Hernandez attended.
- The Monthly Crime Stoppers' Board of Directors meeting met May 4, 2016 in Doral. NRO Dianna Hernandez attended.
- The Miami-Dade Law Enforcement Officers Memorial Ceremony was May 5. David Allen, Captain Julio Yero, Lieutenant John Bambis and Officer Lesmes Ruiz represented the Surfside Police Department Honor Guard.
- The Southeast Florida Crime Prevention Association will meet May 18, 2016 at 10:30 a.m. The location is to be determined. NRO Dianna Hernandez will attend.
- The Dade County Police Benevolent Association will honor Dade County's finest law enforcement officers at their twenty-third annual Law Enforcement Awards Gala on May 21. Officer Alejandro Lorente will participate as a member of the honor guard in a special tribute to fallen officers.
- The monthly Bike with the Chief will be May 25, 2016 at Town Hall at 5:00 p.m.; Coffee with the Cops will be May 27, 2016 at Starbucks at 10:00 a.m.
- The 31<sup>st</sup> National Conference on Preventing Crime in the Black Community will be from May 25, 2016 - May 27, 2016 in Miami. NRO Dianna Hernandez will represent the Surfside Police Department and assist on May 25.
- The Parks and Recreation Department has their annual Memorial Day Ceremony on May 30, 2016 at 10:00 a.m. at Veterans Park. Officers Bryant Luke and Alejandro Lorente will participate as members of the Surfside Police Department Honor Guard.



## **Public Works**

### **11. Traffic Calming**

Traffic calming speed bumps were installed in two more areas on Byron Avenue between 90th and 91st and on Abbott Avenue between 90th and 91st. These calming devices are designed to slow cars down creating a safer experience for those residents who walk or bike.

### **12. Parking Lot Restructure**

Public Works finished the restructure of the south parking lot. When the pavement is cured, Public Works will strip the new parking stalls. Quotes are being sought for fencing to enclose the entire parking area for a secure Town employees parking area.

### **13. Hazardous Waste Day**

The annual Public Works Hazardous Waste pickup day is May 14, 2016 at Town Hall. Residents can bring their hazardous waste to Town Hall between the hours of 9 am – 12 pm for proper disposal of their waste. Public Works holds this annual event in an effort to allow for a safe way for residents to dispose of their unwanted, sometimes unsafe chemical products. In addition, it has an environmental effect by not having these products going to the landfill if thrown into the daily collection, which is not allowed. Information is posted in the May Gazette, Channel 77 and Town website.

### **14. New Recycling Program**

Public Works will begin its new recycle program on June 1, 2016 with once a week (Thursday) curb side recycle pick-up for residential single family homes. The commercial and multi-family properties will be on a multi-schedule recycle pick-up. This is a great opportunity for the Town to better promote the importance of recycling by encouraging residents and businesses to recycle more - putting less trash into the landfill. Recycling helps extend landfill life and lowers trash collection and disposal costs. The Town has entered into an agreement with Southern Waste Systems to dispose/sell their recycle material.

### **15. Storm Drain Maintenance**

Public Works has begun to clean out the storm drain lift stations as well as many of the curb inlets. This is very important to ensure the drain system is free from debris before the upcoming rainy season. This will also ensure that the system works properly when needed.

### **16. Dumpster Exchange**

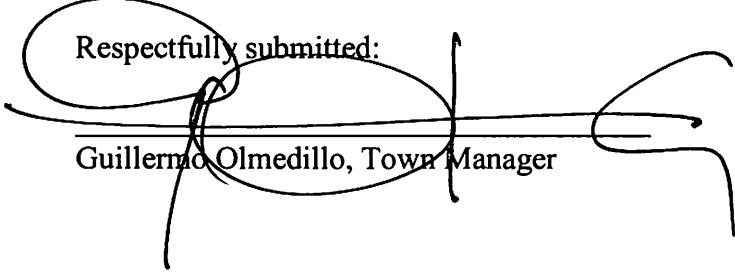
Solid Waste has been exchanging old and rusted commercial dumpsters in the business district and in the condos with new poly-dumpsters. These new dumpsters will resist food acid and corrosion much better than the metal ones, expanding their life span from 3 to 5 years of service. The Town supplies the new poly-dumpster containers, whereas in the past all commercial businesses and condos were responsible for purchasing the containers.

**PROJECTS PROGRESS UPDATES**

**17. Information Technology and TV Broadcasts**

IT has replaced all of the cameras at the Community Center with HD cameras to allow for a better image and playback. IT is currently obtaining quotes for portable printers to provide to the Commissioners. IT staff are in the process of renewing an upgraded license for the MailArchiva software system as well as the Microsoft Exchange 2013 licenses. IT is working with the administrative staff to relocate the multifunction machines to a new location on the first floor. Finally, IT staff is working with the administrative staff to complete written policies for internet usage and voicemail greeting procedures.

Respectfully submitted:

  
Guillermo Olmedillo, Town Manager

# Town of Surfside, FL

Between Apr 01, 2016 and Apr 30, 2016

23 issues were opened

19 issues were closed

The average time to close was 1.4 days.

Issues by Source



SERVICE REQUEST TYPE	OPENED	CLOSED	DAYS TO CLOSE
Beach Issue	7	6	0.6
Street lights (PW)	3	4	3.3
Other	5	1	1.5
Construction Issues	2	2	0.1
Parking Issue	2	2	3.5
Code Compliance (Violation)	1	1	0.7
Barking Dog	1	1	0.1
Police (Safety Concern)	1	1	0.1
Surfside Dog Park (P & R)	1	1	0.2
96 Street Park (P & R)	0	0	0.0
Beach Patrol	0	0	0.0
Code Compliance (Safety Concern)	0	0	0.0
Community Center (P & R)	0	0	0.0
Dead Animal	0	0	0.0
Dog Stations (P & R)	0	0	0.0
Drainage/Flooding (PW)	0	0	0.0
Graffiti (in park) (P & R)	0	0	0.0
Graffiti (PW)	0	0	0.0
Hawthorne Tot-Lot (P & R)	0	0	0.0
Pothole (PW)	0	0	0.0
Solid Waste	0	0	0.0

(Commercial) (PW)			
Solid Waste (Residential) (PW)	0	0	0.0
Utilities (Water/Sewer) (PW)	0	0	0.0
Veterans Park (P & R)	0	0	0.0



# Town of Surfside, FL

Between Jan 01, 2008 and May 02, 2016

324 issues were opened

316 issues were closed

The average time to close was 39.4 days.

Issues by Source




SERVICE REQUEST TYPE	OPENED	CLOSED	DAYS TO CLOSE
Other	89	85	19.7
Police (Safety Concern)	55	55	9.5
Beach Issue	38	38	17.2
Code Compliance (Violation)	27	25	67.1
Street lights (PW)	22	21	268.6
Parking Issue	14	14	1.2
Code Compliance (Safety Concern)	12	12	138.3
Surfside Dog Park (P & R)	7	7	1.2
Barking Dog	9	8	15.4
96 Street Park (P & R)	7	7	4.5
Drainage/Flooding (PW)	7	7	37.7
Utilities (Water/Sewer) (PW)	8	8	0.8
Construction Issues	6	6	5.6
Hawthorne Tot-Lot (P & R)	4	4	5.2
Pothole (PW)	4	4	5.6
Dog Stations (P & R)	4	4	0.2
Community Center (P & R)	3	3	0.1
Graffiti (PW)	3	3	25.2
Solid Waste (Residential) (PW)	3	3	4.3

Solid Waste (Commercial) (PW)	2	2	0.1
Beach Patrol	0	0	0.0
Dead Animal	0	0	0.0
Graffiti (in park) (P & R)	0	0	0.0
Veterans Park (P & R)	0	0	0.0



**TOWN OF SURFSIDE**  
**Office of the Town Attorney**  
 MUNICIPAL BUILDING  
 9293 HARDING AVENUE  
 SURFSIDE, FLORIDA 33154-3009  
 Telephone (305) 993-1065

**TO:** Town Commission

**FROM:** Linda Miller, Town Attorney 

**CC:** Guillermo Olmedillo, Town Manager  
 Jane Graham, Assistant Town Attorney

**DATE:** May 10, 2016

**SUBJECT:** Office of the Town Attorney Report for May 10, 2016

**This Office attended/prepared and/or rendered advice for the following Public Meetings:**

April 18, 2016 – Parks and Recreation Meeting  
 April 19, 2016 – Traffic/Parking Improvement Workshop  
 April 20, 2016 – Special Master Hearing  
 April 28, 2016 – Planning and Zoning and Design Review Board Meeting  
 May 2, 2016 – Tourist Board Meeting  
 May 10, 2016 – FOP Executive Session  
 May 10, 2016 – Town Commission Meeting

**Ordinances for First Reading:**

- Planning and Zoning and Design Review Board Membership requirements

**Resolutions prepared and reviewed:**

- Scrivener's Error Correction of Resolution No. 12-Z-2078
- Authorizing the Town Manager to expend \$63,538.00 for the purchase of two 2016 Ford Police Interceptor 4-door sedans
- Authorizing the Town Manager to expend funds not to exceed \$20,000.00 for the purchase of a 2016 Ford Escape
- Authorizing the Town Manager to expend funds in the amount of \$23,000.00 for the purchase of a 2016 Ford F-150 Pickup Truck
- 2016 Law Day Proclamation
- May 14, 2016 Dafne Cano Day Proclamation
- May 14, 2016 Abigail Rubin Day Proclamation
- May 14, 2016 Laurie Lehman Day Proclamation

**Town Commission/Town Manager:**

- Review code for demolition permitting process in the H30A and H30B district
- Research requirements for Environmental Resource Sustainability Subcommittee
- Preparation for 9300 Collins Development Review Group meeting
- Guidance on Committee and Board term limits
- Attended Good Government Initiative "Revising Florida's Constitution in 2017: What Every Citizen Should Know"
- Briefed new members of the Committees and Boards on Sunshine Law, Public Records, and Ethics and Conflict of Interest

**Town Clerk:**

- Analysis and review of Charter sections relating to petitions for legal sufficiency
- Review Board and Committee requirements
- Review Municode for consistency with code amendments

**April 28, 2016 Planning and Zoning and Design Review Board:**

***Design Review Board Applications:***



- A. 701 94th Street - new two story single-family residence
- B. 320 88 Street - garage conversion.
- C. 9388 Abbott Avenue - addition to the first floor and add a roof to an existing terrace in an existing single family residence
- D. 9454 Harding Avenue - wall sign for a retail establishment
- E. 1000 88th Street - new two story single-family residence
- F. 8850 Emerson Avenue - after the fact permit for a carport conversion
- G. 9057 Carlyle Avenue - Garage Conversion

***Planning and Zoning Board:***

- Ordinance on PZDRB Membership

***Discussion Items:***

1. Presentation on Pedestrian & Health
2. Sheds

**Building Department/Code Enforcement:**

- Special Events Permitting and policy
- Review of Sidewalk café hold harmless and indemnification
- Short-term rentals
- Research auction of real and personal property
- Follow up with Code Enforcement for on-going settlement of cases
- Review of Code Procedures and preparation for Special Master proceedings
- Review and research other municipalities' demolition permits and contractors' bill of rights ordinances
- Review Miami-Dade County Code, Florida Statutes and Section 10-27 of the Town of Surfside Code on penalties on dog violations
- CRS Consultant Services Contract
- Reviewed Miami-Dade County Code and Surfside Code regarding forty year building recertification process
- Reviewed noise ordinance and construction hours
- Preparation and review of documents related to easement on hardpack from Carlyle

**Parks and Recreation:**

- Review Community Center rental policies and procedures

**Tourist Bureau/Downtown Vision Advisory Board/Tourist Board:**

- Prepared Orientation for newly appointed Tourist Board Members
- Review use of Resort Tax

**Public Works:**

- Follow up on undergrounding FPL and easements

**Police Department:**

- Review Red light camera litigation and related proceedings

**Florida Municipal Insurance Trust (“FMIT”)** investigates claims and provides legal representation for the Town on the following claims/lawsuits:

1. On June 28, 2014, Claimant alleges while walking in the east alley behind 9577 Harding Avenue she fell through a broken storm grate and sustained severe lacerations to her right leg. FMIT is investigating this claim.
2. Julien Deleon - Equal Employment Opportunity Commission (EEOC) Charge #510-2014-05171. Mr. Deleon has filed a Notice of Charge of Discrimination against the Town and the Town has filed a response.
3. Claimant alleges a false arrest on June 1, 2014. FMIT is investigating this claim.
4. Pieter Bakker v. Town of Surfside, a municipal corporation of the State of Florida and Young Israel of Bal Harbour, Inc. On May 30, 2012, Pieter Bakker filed a complaint in State Court against the Town which alleges counts against the Town including contract zoning, Charter violations, and a request for a writ of certiorari to quash Resolution 12-Z-2078 approving a Site Plan Application to permit Young Israel to build a synagogue on 9580 Abbott Avenue. On September 30, 2013, the Court ordered this matter to be transferred to the Appellate Division. Petitioner, Mr. Bakker filed a Third Amended Petition for Writ of Certiorari. The Town and Young Israel have filed a response to the Third Amended Petition for Writ of Certiorari and a request for Oral Argument. Mr.

Bakker has filed a reply. The Town and Young Israel have filed a request for Oral Argument.

5. Parker, et. al. v. American Traffic Solutions, et. al.: United States District Court for the Southern District of Florida Civil Action No. 1:14-CV-24010. This is a class action case brought by plaintiffs who have received red light traffic violations against vendors who contract with municipalities and counties for red-light camera services (American Traffic Solutions “ATS”, “Xerox State and Local Solutions “Xerox”, and Gatso) along with 69 municipalities and counties. The complaint alleges that the local government defendants have improperly outsourced to the vendors their legislatively granted authority to issue traffic citations and unlawfully delegated to the vendor defendants the authority to determine whether a traffic violation has occurred. The Town and other Defendants filed a Motion to Dismiss. The Court dismissed the federal claims, however, did not dismiss the claims for unjust enrichment, declaratory and injunctive relief. The Court has stayed the case during the pendency of an appeal. Oral Argument is scheduled for June 14, 2016.
6. Henderson v. Police Officer Carrasquillo and Police Officer Fernandez. On May 12, 2015 a complaint was served stating that on December 11, 2010, Mr. Henderson was arrested for Battery on a Law Enforcement Officer, Disorderly Conduct and Resisting Arrest Without Violence. The complaint alleges malicious prosecution against the Officers. Discovery is ongoing.

Special Matters: Continued monitoring of new case law and legislation from Federal, State and County.



**Town of Surfside  
Tourist Board  
Meeting Minutes  
March 7, 2016  
6:30 p.m.**

Town Hall Commission Chambers - 9293 Harding Ave, 2<sup>nd</sup> Floor  
Surfside, FL 33154

**Opening**

**A. Call to Order**

Chair Sean McKeen called the meeting to order at 6:34pm.

**B. Roll Call of Tourist Board Members**

Chair Sean McKeen, Vice Chair Barbara Cohen, Board Member Jessica Levison, Board Member Sarah Liss\*, Tourist Board Liaison Vice Mayor Eli Tourgeman, Town Attorney Linda Miller, Duncan Tavares, TEDACS Director, and Melissa Richards, Mktg & Special Projects Coordinator, were present. A quorum was established. Board Member Joel Baum was absent.

\*Arrived after Roll Call and Items 1-3

**1. Approval of February 1, 2016 Meeting Minutes**

Vice Chair Barbara Cohen made a motion to approve the February 1, 2016 Meeting Minutes. Board Member Jessica Levison seconded the motion. The motion passed unanimously.

**2. A/R**

Duncan Tavares, TEDACS Director, provided the Tourist Board with the A/R Spreadsheet. Vice Chair Barbara Cohen inquired if there has been any feedback from the Resort Tax letter that was sent. Duncan Tavares, TEDACS Director, said he had not received any responses.

**3. A/P**

Duncan Tavares, TEDACS Director, provided the Tourist Board with the A/P Spreadsheet and estimated there is roughly \$200,000 to \$250,000 in the budget not allocated to any line items or approved projects. Vice Chair Barbara Cohen inquired if any portion of the budget was allocated to reserves. Duncan Tavares, TEDACS Director, responded that 10% to 15% is allocated to reserves. Additionally, any money not used by the end of the fiscal year will automatically go to reserves.

**4. Turkel Brands Update**

Duncan Tavares, TEDACS Director, updated the Board on the branding process and goals with Bruce Turkel, of Turkel Brands, and the next steps in creating a brand identity. Bruce Turkel, of Turkel Brands, presented a Strategic Overview/Solution, Creative

Implementation, as well as Media and Production Steps for branding Surfside as a tourism destination. He presented the concept of “Florida’s Uptown Beachtown.” Duncan Tavares, TEDACS Director, commented that at the last Third Thursday, the TEDACS department tested the VW concept with a photo booth, which produced positive results. Bruce Turkel, of Turkel Brands, then presented a variety of Creative Implementations using the “Florida’s Uptown Beachtown” and the VW bus. He continued to present examples of Media and Production options using this branding.

Chair Sean McKeen expressed support of moving forward on a location specific concept. Surfside Resident David Wilson inquired if Surfside is technically on Miami Beach. Bruce Turkel, of Turkel Brands, responded through his research, using the word “Miami” increases awareness. Vice Chair Barbara Cohen supports using “Florida” versus “Miami” because of the other locations throughout the country named Surfside. Board Member Jessica Levison asked what the tagline associated with the Snow-Globe concept was. Bruce Turkel, of Turkel Brands, responded “Beach within a Beach.” Board Member Sarah Liss inquired into the target market behind his concept. Duncan Tavares, TEDACS Director, responded that in conjunction with Harald Bindeus of Grand Beach Hotel Surfside the research has shown the target market to be couples and families. Board Member Sarah Liss also asked if there were any other locations using a VW bus as an icon. Duncan Tavares, TEDACS Director, responded that there is not. Surfside Resident David Wilson commented on his support of “Florida’s Uptown Beachtown” and suggested to take the emphasis off of Florida in the design. Surfside Resident Sandy Cooper gave her support of the “Florida’s Uptown Beachtown” concept and the design mock ups. She inquired if there was concern with tying the town’s brand to the VW, consumer brand. Duncan Tavares, TEDACS Director, responded that specific usage of the imaging would need to be further researched but it is likely per Turkel’s initial investigation. Bruce Turkel, of Turkel Brands, also responded that it would be the juxtaposition of the VW brand with expensive clothing or icons that would be used. Surfside Resident David Wilson inquired if there was any research provided by the hotels to support the target market. Bruce Turkel, of Turkel Brands, responded that Grand Beach Hotel Surfside provided him with research, however, it is not a public record and was only used for large scope analysis. Surfside Resident Sandy Cooper commented that the strength of the visuals used within the campaign will help with organic marketing and social media. Duncan Tavares, TEDACS Director, commented on the focus for Surfside tourism; hotels and the downtown. He stated that the department continues to work with business partners, hotels and GMCVB to help focus and drive the marketing outreach. Natalie Orr of Grand Beach Hotel Surfside expressed support for the “Florida’s Uptown Beachtown” concept and imaging. She continued to inform the Board that their feeder markets are Brazil, Argentina, Germany, Russia, etc. and suggested that the tagline needs to translate accordingly. She also suggested using “Miami” instead of “Florida” and moving forward with the brand. Tony Rodriguez, of Four Seasons, commented that from a branding perspective, he supported the location defining concept and likes the opportunity to change “Florida” to “Miami” or “Miami Beach.” He also believes that the VW bus imaging is playful and positive.

Vice Chair Barbara Cohen made a motion to approve moving forward with the branding concept and logo. Board Member Jessica Levison seconded the motion. The motion passed unanimously.



Duncan Tavares, TEDACS Director, informed the Board that the next step with Turkel Brands, pending Board approval, includes selecting, approving and creating a new contract consisting of Media and Production components as they have fulfilled their current obligations. Bruce Turkel, of Turkel Brands, presented Media Strategies and Tactics options for FY 15/16 and FY 16/17. Vice Chair Barbara Cohen inquired into the cost of the New York Times ad. Duncan Tavares, TEDACS Director, responded that the ad was paid for by the GMCVB. Board Member Sarah Liss asked about the likelihood of Surfside having the ability to participate in GMCVB marketing initiatives. Duncan Tavares, TEDACS Director, responded that the GMCVB is willing to use Surfside in their marketing efforts however it usually comes at a cost. Surfside Resident David Wilson said he thought "Uptown Beachtown" would be a positive hashtag and social media marketing tool. He added that, with the frequency of celebrities in town, using this hashtag would help to spread the popularity. Board Member Jessica Levison commented on the use of Instagram and bloggers to also spread the popularity of a destination. Surfside Resident David Wilson commented that the use of celebrities or bloggers is an implied endorsement and has more influence than ads. Duncan Tavares, TEDACS Director, reminded the Board of the visitor social media policy and its suspension until further notice. Board Member Sarah Liss inquired about how to begin visitor social media again. Duncan Tavares, TEDACS Director, suggested that the Board review the visitor social media policy before the reinstatement. Chair Sean McKeen asked for the Board to digest the comprehensive Media Strategies and Tactics plan and discuss in April. Board Member Sarah Liss asked about sending the plan or portions of the plan to RFP. Town Attorney Linda Miller advised that at the April meeting, the Tourist Board has the authority to make decisions and allocate the budget to items or projects such as this. Vice Chair Barbara Cohen inquired if the hotels can use this plan. Duncan Tavares, TEDACS Director, responded that the hotels have their specific marketing plans, but this would be incorporated into and supplement their marketing. Board Member Jessica Levison asked what would happen to the decisions made in April and the objectives of the new Board. Duncan Tavares, TEDACS Director, responded that the new Board could continue the initiative. However any use of the reserves must be approved by the Town Commission. He also stated that the new Board would need to review and approve anything going forward once they are appointed including anything for FY16/17. Chair Sean McKeen asked for the total amount to accept the Turkel Marketing plan for FY 15/16. Bruce Turkel, of Turkel Brands, responded it would be a total of \$60,000. Board Member Sarah Liss inquired what is covered under Resort Tax provisions. Town Attorney Linda Miller responded that specific initiatives would have to be researched but that this initiative is covered. Board Member Sarah Liss asked if it would be possible to build on green space behind the community center. Duncan Tavares, TEDACS Director, responded that it may be possible but would have to get other departments, and the Parks & Recreation Committee, involved. Vice Mayor Eli Tourgeman commented that he had pursued a similar idea six months ago but was told that nothing could be housed between the fences. Surfside Resident Sandy Cooper commented on her support of having Turkel Brands continue with the marketing for the next six months.

##### **5. Tourism Sales Discussion**

Duncan Tavares, TEDACS Director, spoke about the history of Tourism Sales initiatives currently in place, but the consensus in his conversations with other hotels is to develop

the brand first. He suggested hiring an independent contractor to focus on the development of FAM tours. Chair Sean McKeen discussed his support of Tourism Sales to help develop the Surfside brand.

Board Member Sarah Liss made a motion to move forward with developing a Sales Tourism independent contractor role. Vice Chair Barbara Cohen seconded the motion. The motion passed unanimously.

**6. Third Thursday Update**

Duncan Tavares, TEDACS Director, updated the board that the next Third Thursday would be Thursday, March 17, 2016 and would have a 70's theme. Board Member Sarah Liss inquired as to the amount of the people who have downloaded the Visit Surfside app. Duncan Tavares, TEDACS Director, responded that 400 people are in the Surfside Circle.

**7. Town Commission Recognition of Tourist Board Members**

Duncan Tavares, TEDACS Director, updated the board that the Town Commission has invited them to the Town Commission meeting at 5:30pm to be publicly thanked for their service.

**8. Other Business**

Vice Chair Barbara Cohen commented on the increased stability of the Holiday Lights in Downtown and thanked to whomever is responsible for it. Chair Sean McKeen presented the opportunity of bringing the Miami Swim Week satellite event "Function" to Surfside. He continued that he would ask the event organizers to make a presentation at the April board meeting.

**9. Public Comment**

**10. Next Tourist Board Meeting: Monday, April 4, 2016 at 6:30pm**

**11. Adjournment**

Board Member Jessica Levison made a motion to adjourn the meeting at 8:28pm. Board Member Sarah Liss seconded the motion. The motion passed unanimously.

Accepted this 7<sup>th</sup> day of April, 2016

BARBARA COHEN

Member (print)

Barbara Cohen  
Signature

Attest:

\_\_\_\_\_



**TOWN OF SURFSIDE  
PLANNING AND ZONING BOARD  
AND  
DESIGN REVIEW BOARD MEETING**

Town Hall Commission Chambers  
9293 Harding Ave., 2<sup>nd</sup> Floor  
Surfside, Florida 33154

**MARCH 31, 2016  
7:00 PM**

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**MINUTES**

**DESIGN REVIEW BOARD**

**1. CALL TO ORDER**

Chair Lindsay Lecour called the meeting to order at 7:04 pm.

**2. ROLL CALL**

Recording Clerk Nissa Benjamin called the roll with the following members present: Chair Lindsay Lecour, Board Member Jorge Gutierrez, Board Member Armando Castellanos, Board Member Peter Glynn, and Board Member Moshe Rubenstein. Vice Chair Jacob Kligman and Board Member James Mackenzie were absent. Commissioner Cohen attended as liaison.

**3. APPROVAL OF MINUTES: FEBRUARY 25, 2016**

Board Member Rubenstein made a motion to approve. The motion received a second from Board Member Gutierrez and all voted in favor with Vice Chair Kligman and Board Member Mackenzie absent.

**4. DESIGN REVIEW BOARD APPLICATIONS:**

**A. Request of the Owner of Property located at 8819 Byron Avenue.**

The applicant is proposing to add a patio roof to the rear of an existing single family residence. Town Planner Sarah Sinatra presented the item.

Board Member Glynn made a motion to approve. The motion received a second from Board Member Castellanos and all voted in favor with Vice Chair Kligman and Board Member Mackenzie absent.

**B. Request of the Owner of Property located at 9458 Harding Avenue.**

The tenant is requesting to install a channel lettering sign and a window sign for a new retail clothing store.

Town Planner Sarah Sinatra presented the item.

Board Member Glynn made a motion to approve. The motion received a second from Board Member Castellanos and all voted in favor with Vice Chair Kligman and Board Member Mackenzie absent.

**C. Request of the Owner of Property located at 9473 Harding Avenue.**

The tenant is requesting to install a reverse channel lettering sign.

Town Planner Sarah Sinatra presented the item.

Board Member Glynn made a motion to approve. The motion received a second from Board Member Castellanos and all voted in favor with Vice Chair Kligman and Board Member Mackenzie absent.

**D. Request of the Owner of Property located at 9013 Dickens Avenue.**

The applicant is requesting to install a four-foot-high picket style fence along the north and south property lines, in the front of the property. This applicant was heard by the Design Review Board in December 2015 to permit a fence with two rolling gates at the front of the property. Staff recommended denial of that application and the board also denied the application. The applicant has revised the application to remove the gates.

Town Planner Sarah Sinatra presented the item.

Board Member Glynn made a motion to approve with the following condition:

1. the fence is four feet or under.

The motion received a second from Board Member Castellanos and all voted in favor with Vice Chair Kligman and Board Member Mackenzie absent.

**E. Request of the Owner of Property located at 8727 Carlyle Avenue.**

The applicant is requesting to replace their existing asphalt shingle roof with new asphalt shingles.

Town Planner Sarah Sinatra presented the item. There was some discussion regarding a shingle roof as the Board feels the town is trying to move away from shingle type roofing. Therefore, Board Member Glynn felt it should be denied. Chair Lecour said there were extenuating circumstances and the current owner bought the home with a shingle roof and the home is pretty much landscaped and the roof is not that visible. Concerns of the Board was to not set a precedent by approving a shingle roof. Chair Lecour said they would have to look at each case individually as there may be extenuating circumstances.

Board Member Rubenstein made a motion to approve. The motion received a second from Board Member Castellanos. The motion failed with Board Member Rubenstein, Board Member Castellanos and Board Member Glynn voting in opposition. Vice Chair Kligman and Board Member Mackenzie absent.

**F. Request of the Owner of Property located at 8859 Carlyle Avenue.**

The applicant is proposing a shingle roof for the home. This home was originally constructed in 1936. It was a subdivided lot, resulting in a 25-foot-wide parcel. The applicant requested a variance from the Town Commission in 2013 to allow him to construct a second story on the home. The applicant is now requesting to provide a shingle roof for the home under construction.

Town Planner Sarah Sinatra presented the item. Applicant James Watson and architect William Arthur spoke in favor of the project and presented visuals of the proposed project with two different types of roofing, asphalt and cedar. For the record, Planner Sinatra said she checked with FL building code and the type cedar shingle roofing they are planning meets the FL building code. The Board gave their comments regarding asphalt shingles vs. cedar shingles.

Board Member Glynn made a motion to approve with the following condition:

1. Cedar shingles only not asphalt shingles.

The motion received a second from Board Member Gutierrez and all voted in favor with Vice Chair Kligman and Board Member Mackenzie absent.

**G. Request of the Owner of Property located at 725 93<sup>rd</sup> Street.**

The applicant is proposing to convert a screen patio to a garage, construct a driveway, convert the existing storage room/façade and add a second story addition above the proposed garage in an existing single family residence.

Town Planner Sarah Sinatra presented the item. Applicant Felip Lara gave further details on the project. Chair Lecour suggested that a little more visual articulation would look nice.

Board Member Castellanos made a motion to approve with the following condition:

1. Landscaping be provided at the base of the converted garage.

The motion received a second from Board Member Gutierrez and all voted in favor with Vice Chair Kligman and Board Member Mackenzie absent.

**H. Request of the Owner of Property located at 701 94<sup>th</sup> Street #1.**

The applicant is proposing the construction of a new two story single-family residence.

Town Planner Sarah Sinatra presented the item. The architect Michael Quintara gave more details on the project. Chair Lecour had a concern over the two homes being proposed next to each other as being too massive and they have maxed out every square foot allowable. She also said she did not think there was enough variation in style between the two homes. The Board said it was hard to visualize as they do not a rendition of the two houses side by side. Board Member Glynn and Board Member Castellanos agreed with Chair Lecour and also felt it was better to approve only one of the homes. Applicant Iris Herssein spoke on the item and said she has worked with the architect to try to make the two houses look different and explained the differences between the two houses. Rejven Herssein, owner of the properties



in question wanted it clear that these are two separate properties. He also spoke of the differences in the two houses being proposed. Board Member Gutierrez and Rubenstein felt there was enough of a difference between the two houses. Board Member Glynn said he does not have a real image of the two houses together and also commented that the presentation of the proposal was not up to scale and does not show how the houses look next to neighboring homes. Liaison, Commissioner Cohen felt there was enough variation in the houses and it should go forward.

Board Member Guterrez made a motion to approve with the following conditions:

1. Rooftop equipment shall be completely concealed with a parapet or screening material.
2. Finished floor shall be 9 feet.

The motion received a second from Board Member Rubenstein and all voted in favor with Vice Chair Kligman and Board Member Mackenzie absent.

**I. Request of the Owner of Property located at 701 94<sup>th</sup> Street # 2.**

The applicant is proposing the construction of a new two story single-family residence. Town Planner Sarah Sinatra presented the item. The architect Michael Quintara tried to explain the differences between the two houses.

Board Member Guterrez made a motion to approve. The motion received a second from Board Member Rubenstein. The motion failed with Chair Lecour, Board Member Glynn, Board Member Castellanos voting in opposition. Vice Chair Kligman and Board Member Mackenzie absent.

**J. Request of the Owner of Property located at 9169 Dickens Avenue.**

The applicant is proposing to add a 425 square foot addition to the existing single family house. The home was built in 1941. The existing home has a six-foot side setback. The current code requires a seven-foot six-inch side setback. The applicant is requesting to construct the addition to be flush with the existing home.

Town Planner Sarah Sinatra presented the item and said staff is recommending denial as there is a setback issue. She explained this is for design only as this item will appear on the agenda for the Planning and Zoning Meeting. The architect Carlos Campiglia spoke about the item. The applicant Jose Malter-Terrada explained why he needed this change to the home.

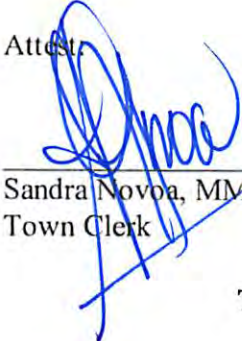
Board Member Glynn made a motion to deny. The motion received a second from Board Member Castellanos. The motion carried to deny 4/1 with Board Member Gutierrez voting in opposition. Vice Chair Kligman and Board Member Mackenzie absent.


**ADJOURNMENT**

There being no further business to come before the Design Review Board the meeting adjourned at 8:33 p.m.

Accepted this \_\_\_\_ day of \_\_\_\_\_, 2016

Attest:

  
Sandra Novoa, MMC  
Town Clerk

  
Chair Lindsay Lecour

TRANSMISSION OF UNOFFICIAL MINUTES: MARCH 31, 2016

AT APRIL 28, 2016 P&Z MEETING

PLANNING AND ZONING BOARD  
MINUTES  
MARCH 31, 2016  
7:00 PM

1. CALL TO ORDER

Chair Lindsay Lecour called the meeting to order at 8:33 pm.

2. ROLL CALL

Recording Clerk Nissa Benjamin called the roll with the following members present: Chair Lindsay Lecour, Board Member Armando Castellanos, Board Member Peter Glynn, and Board Member Moshe Rubenstein. Vice Chair Jacob Kligman was absent. Commissioner Cohen attended as liaison.

3. APPROVAL OF MINUTES: **FEBRUARY 25, 2016**

Board Member Castellanos made a motion to approve. The motion received a second from Board Member Rubenstein and all voted in favor with Vice Chair Kligman absent.

4. QUASI-JUDICIAL APPLICATIONS:

A. 9169 DICKENS AVENUE

A RESOLUTION OF THE TOWN OF SURFSIDE, FLORIDA PLANNING AND ZONING BOARD CONSIDERING THE APPLICATION OF 9169 DICKENS AVENUE TO PERMIT AN UNNECESSARY AND UNDUE HARDSHIP VARIANCE FROM THE REQUIREMENTS OF SECTION 90-45 "SETBACKS" OF THE TOWN OF SURFSIDE CODE OF ORDINANCES;

**REQUESTING AN 18 INCH SIDE SETBACK VARIANCE FOR THE NORTH PROPERTY LINE TO ADD A 425 SQUARE FOOT ADDITION TO THE EXISTING SINGLE FAMILY HOUSE; PROVIDING FOR AN EFFECTIVE DATE.**

Recording Clerk Nissa Benjamin read the title of the application,

Chair Lecour read the process and rulings of a quasi-judicial hearing. Recording Clerk Benjamin confirmed that compliance with advertising notice requirements have been met.

Attorney Miller asked the Board if anyone had ex-parte communications with the Applicant or any objector. All answered no.

Recording Clerk Benjamin swore in the people who wished to speak on the item.

Town Planner Sinatra presented the item and explained why staff is recommending denial. Criteria for a hardship was also discussed. Board Member Rubenstein said he did believe they could make an addition but it must be within code. The applicant had letters of support from neighbors.

Chair Lecour opened the public hearing. No one wishing to speak the Chair closed the public hearing.

Board Member Glynn made a motion to deny. The motion received a second from Board Member Castellanos and all voted in favor with Vice Chair Kligman absent.

**5. RESOLUTIONS**

**A. Sea Level Rise**

**A RESOLUTION OF THE TOWN OF SURFSIDE, FLORIDA PLANNING AND ZONING BOARD; RECOMMENDING TO THE TOWN OF SURFSIDE COMMISSION PURSUANT TO SECTION 90-15(8) OF THE TOWN OF SURFSIDE CODE OF ORDINANCES TO APPROPRIATE RESOURCES FROM THE GENERAL FUND TO THE PLANNING AND ZONING BOARD AS REQUESTED TO PROVIDE FOR THE CONSULTATION, IMPLEMENTATION AND STUDY RELATED TO SEA LEVEL RISE SOLUTIONS IN THE TOWN OF SURFSIDE; DIRECTING THE TOWN CLERK TO INCLUDE A COPY OF THIS RESOLUTION IN THE APRIL 12, 2016 TOWN COMMISSION AGENDA; PROVIDING FOR RECOMMENDATION OF APPROVAL; PROVIDING FOR AN EFFECTIVE DATE.**

Recording Clerk Nissa Benjamin read the title of the resolution. Town Manager Guillermo Olmedillo presented the item.

Board Member Glynn made a motion to approve. The motion received a second from Board Member Castellanos and all voted in favor with Board Member Rubenstein absent for the vote (exited at 8:46 p.m.) and Vice Chair Kligman absent.

**B. Pedestrian Friendly Streetscape**

**A RESOLUTION OF THE TOWN OF SURFSIDE, FLORIDA PLANNING AND ZONING BOARD; RECOMMENDING TO THE TOWN OF SURFSIDE COMMISSION PURSUANT TO SECTION 90-15(8) OF THE TOWN OF SURFSIDE CODE OF ORDINANCES TO APPROPRIATE RESOURCES FROM THE GENERAL FUND TO THE PLANNING AND ZONING BOARD AS REQUESTED TO PROVIDE FOR THE CONSULTATION AND STUDY RELATED TO A PEDESTRIAN FRIENDLY STREETScape; DIRECTING THE TOWN CLERK TO INCLUDE A COPY OF THIS RESOLUTION IN THE APRIL 12, 2016 TOWN COMMISSION AGENDA; PROVIDING FOR RECOMMENDATION OF APPROVAL; PROVIDING FOR AN EFFECTIVE DATE.**

Recording Clerk Nissa Benjamin read the title of the resolution.  
Town Manager Guillermo Olmedillo presented the item.

Board Member Glynn made a motion to approve. The motion received a second from Board Member Castellanos and all voted in favor with Board Member Rubenstein absent for the vote (exited at 8:46 p.m.) and Vice Chair Kligman absent.

**6. DISCUSSION ITEMS:**

**A. Commercial Sign Code Definition**

Town Planner Sinatra presented the item and said she is adding a small modification to the definition. Chair Lecour asked for a visual when presented as a resolution.

**B. Future Agenda Items**

Architect requirements

Commissioner Cohen exited at 9:23 p.m.

**7. ADJOURNMENT.** There being no further business to come before the Planning and Zoning Board the meeting adjourned at 9:29 p.m.

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2016

*N/A*

\_\_\_\_\_  
Chair Lindsay Lecour

Attest:

*[Handwritten Signature]*

\_\_\_\_\_  
Sandra Novoa, MMC  
Town Clerk

TRANSMISSION OF UNOFFICIAL MINUTES: MARCH 31, 2016

AT APRIL 28, 2016 P&Z MEETING





**Town of Surfside  
Tourist Board  
Meeting Minutes  
April 4, 2016  
6:30 p.m.**

Town Hall Commission Chambers - 9293 Harding Ave, 2<sup>nd</sup> Floor  
Surfside, FL 33154

**Opening**

**A. Call to Order**

Chair Sean McKeen called the meeting to order at 6:44pm.

**B. Roll Call of Tourist Board Members**

Chair Sean McKeen, Vice Chair Barbara Cohen, Board Member Sarah Liss, Assistant Town Attorney Jane Graham, and Duncan Tavares, TEDACS Director, were present. A quorum was established.

**1. Acknowledgement of Joel Baum Resignation**

Chair Sean McKeen thanked Joel Baum for his service on the Tourist Board.

**2. Approval of March 7, 2016 Meeting Minutes**

Vice Chair Barbara Cohen made a motion to approve the March 7, 2016 Meeting Minutes. Board Member Sarah Liss seconded the motion. The motion passed unanimously.

**3. A/R**

Duncan Tavares, TEDACS Director, provided the Tourist Board with the A/R Spreadsheet.

**4. A/P**

Duncan Tavares, TEDACS Director, provided the Tourist Board with the A/P Spreadsheet.

**5. Marketing Program**

Duncan Tavares, TEDACS Director, requested to defer this item as the Marketing Program from Turkel Brands is not ready.

**6. Visitor Social Media Policy Review**

Duncan Tavares, TEDACS Director, spoke about the history and the Town of Surfside's position of social media regarding social media. Board Member Sarah Liss inquired about the following steps if this policy was approved. Duncan Tavares, TEDACS Director, responded that the implementation would not be immediately as he would bring this item up again to the new board. Chair Sean McKeen asked how the term "Visitor Site Social Media" was defined. Duncan Tavares, TEDACS Director, responded that it was a combination of previous board members and staff. Board Member Sarah Liss asked

if this plan included hiring an employee to manage social media. Duncan Tavares, TEDACS Director, responded that it had been done in-house on a trial basis. Vice Chair Barbara Cohen asked if the reason to not use social media in the past has been rectified and addressed. Duncan Tavares, TEDACS Director, responded that the issues are addressed in the policy including the ability to remove posts that are deemed inappropriate.

Board Member Sarah Liss made a motion to approve the Visitor Social Media Policy. Vice Chair Barbara Cohen seconded the motion. The motion passed unanimously.

**7. Tourism Sales (FAM / Press Tours)**

Duncan Tavares, TEDACS Director, reminded the board on the goals of this item and updated the board on the lack of diverse quotes received to achieve these goals. Duncan Tavares, TEDACS Director, asked to broaden the goals of Tourism Sales to expand the program and interest.

**8. Third Thursday Update**

Duncan Tavares, TEDACS Director, updated the board that the next Third Thursday would be Thursday, April 21, 2016 and would have an 80's theme. Vice Chair Barbara Cohen commented on the success of the previous Third Thursday. Duncan Tavares, TEDACS Director, informed the board that the event is reaching capacity for the location and producing the event will need to be revisited soon. He continued to give a history of Third Thursdays and the initial purpose of the event. Vice Chair Barbara Cohen inquired if more businesses Downtown are leaving their lights on. Duncan Tavares, TEDACS Director, responded that it is not a requirement, it is a recommendation to the businesses. Vice Chair Barbara Cohen inquired if the Tourist Board would be able to invest in lamp posts. Duncan Tavares, TEDACS Director, responded that this would not be feasible this fiscal year but the TEDACS department would investigate with on whether resort tax could be used. Chair Sean McKeen stated his disappointment in the lack of participation by downtown businesses. Board Member Sarah Liss asked if providing infrastructure would help participation. Duncan Tavares, TEDACS Director, responded that in the past they were even given staff, however participation was still low. He continued to inform the board on the history of a Business Improvement District and the barriers that add to the low-participation in town sponsored events. Board Member Sarah Liss asked the cost of one Third Thursday event. Duncan Tavares, TEDACS Director, responded roughly \$15,000. Vice Chair Barbara Cohen inquired into feedback from the hotels in town. Duncan Tavares, TEDACS Director, responded that the department has only received positive feedback from the individual visitors attending the events.

**9. Other Business**

Duncan Tavares, TEDACS Director, informed the board on the process of the Town Commission's new appointments to the Tourist Board and thanked the members for their service. Vice Chair Barbara Cohen additionally thank the board members for their service.

**10. Next Tourist Board Meeting: Monday, May 2, 2016 at 6:30pm**

**11. Public Comment**

**12. Adjournment**

Board Member Sarah Liss made a motion to adjourn the meeting at 7:12pm. Vice Chair Barbara Cohen seconded the motion. The motion passed unanimously.

**TRANSMISSION OF UNOFFICIAL MINUTES: April 4, 2016**

**At May 2, 2016 Tourist Board Meeting**

  
Sandra Novoa  
Town Clerk



**TOWN OF SURFSIDE  
Commission Communication**

**Agenda Item #** 4B1

**Agenda Date:** May 10, 2016

**From:** Guillermo Olmedilla, Town Manager

**Subject:** Planning and Zoning Design Review Board Membership Ordinance

**Background:** The attached ordinance amends the license and professional experience requirements for specified members serving on the Planning and Zoning Board and Design Review Board.

**Analysis:** At the April 12, 2016 Town Commission meeting, the Town Commission discussed the idea of amending Planning and Zoning and Design Review Board membership requirements to allow Surfside residents with qualifications and professional experience to benefit from their expertise. The attached ordinance presents an option to amend the membership requirements. On April 28, 2016, the Planning and Zoning Board heard the attached ordinance and recommended approval.

**Staff Recommendation:** To approve the attached ordinance.

**ORDINANCE NO. 16 - \_\_\_\_\_**

**AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING CHAPTER 90 "ZONING" AND SPECIFICALLY AMENDING SECTION 90-15 "MEMBERSHIP/QUORUM, MINIMUM QUALIFICATIONS, OFFICERS, TERMS OF OFFICERS, VACANCIES, GENERAL REGULATIONS, RECOMMENDATIONS, EXPENDITURES, INDEBTEDNESS" CHANGING THE LICENSE AND PROFESSIONAL EXPERIENCE REQUIREMENTS FOR MEMBERS SERVING ON THE PLANNING AND ZONING BOARD; SPECIFICALLY AMENDING SECTION 90-18 "DESIGN REVIEW BOARD" CHANGING THE LICENSE AND PROFESSIONAL EXPERIENCE REQUIREMENTS FOR MEMBERS SERVING ON THE DESIGN REVIEW BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, there are experienced professionals residing within the Town of Surfside in the areas of construction, engineering and planning; and

**WHEREAS**, changing the license and professional experience requirements for specified members serving on the Planning and Zoning Board and Design Review Board will allow the Town to benefit from the expertise of members of the community; and

**WHEREAS**, it is necessary to amend Chapter 90 of Town Code of Ordinances to allow license requirements to be substituted by consideration of years of professional experience and educational qualifications; and

**WHEREAS**, the Planning and Zoning Board, as the local planning agency for the Town, has held a public hearing on April 28, 2016 and recommended approval of the proposed amendments to the Code of Ordinances and also found the proposed Code amendments to be consistent with the Comprehensive Plan; and

**WHEREAS**, the Town Commission has conducted a first reading on May 10, 2016; and

**WHEREAS**, The Town Commission has conducted a second duly noticed public hearing on these regulations as required by law on June 14, 2016 and further finds the proposed change to the Code necessary and in the best interest of the community.



**NOW THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AS FOLLOWS:**

**Section 1. Recitals.** The foregoing “WHEREAS” clauses are ratified and confirmed as being true and correct and are made a specific part of this ordinance.

**Section 2. Code Amendment.** The Code of Ordinances of the Town of Surfside, Florida Section 90-15 “Membership/quorum, minimum qualifications, officers, terms of officers, vacancies, general regulations, recommendations, expenditures, indebtedness” is amended to read as follows:

**Sec. 90-15. - Membership/quorum, minimum qualifications, officers, terms of officers, vacancies, general regulations, recommendations, expenditures, indebtedness.**

(1) *Membership/quorum:* The planning and zoning board membership and quorum requirements for zoning matters and design review matters are as follows:

(a) *Zoning matters:* The planning and zoning board, when performing its zoning functions, shall consist of five members; ~~two members must be one of the following: a Florida-licensed general contractor or certified planner (AICP) or a Florida-licensed landscape architect, or a registered interior designer, or a Florida-licensed attorney.~~

1. Florida-licensed general contractor or a construction management professional with at least six years of professional experience as a construction project manager, construction superintendent or construction estimator,
2. Florida licensed PE or a civil, mechanical, electrical or environmental engineer with a baccalaureate degree in engineering and four years of professional experience,
3. Certified planner (AICP) or a planning professional with a graduate degree in Planning from a program accredited by the Planning Accreditation Board with at least two years of professional planning experience or a bachelor’s degree in Planning from a program, accredited by the Planning Accreditation Board (PAB) with at least three years of professional planning experience,
4. Florida-licensed landscape architect,
5. Registered interior designer,
6. Florida-licensed attorney, or
7. Real estate developer with six years of professional experience, either as the principal or who works for a principal.

\*\*\*

**Section 3. Code Amendment.** The Code of Ordinances of the Town of Surfside,

Florida Section 90-18 "Design Review Board" is amended to read as follows:

**Sec. 90-18. - Design review board.**

The planning and zoning board, when performing its design review and FEMA variance and appeals board functions shall be constituted as the design review board and shall have seven members. The seven members shall include the five members appointed by the town commission for the planning and zoning board and two additional members, at least one of the design review board members shall be a Florida-licensed architect or Florida-licensed landscape architect. The second design review board member shall be a Florida-licensed architect or a ~~Florida-licensed general contractor or a certified planner (AICP) or a Florida-licensed landscape architect, or a registered interior designer, or a Florida-licensed attorney.~~

1. Florida-licensed general contractor or a construction management professional with at least six years of professional experience as a construction project manager, construction superintendent or construction estimator,
2. Florida licensed PE or a civil, mechanical, electrical or environmental engineer with a baccalaureate degree in engineering and four years of professional experience,
3. Certified planner (AICP) or a planning professional with a graduate degree in Planning from a program accredited by the Planning Accreditation Board with at least two years of professional planning experience or a bachelor's degree in Planning from a program, accredited by the Planning Accreditation Board (PAB) with at least three years of professional planning experience,
4. Florida-licensed landscape architect,
5. Registered interior designer,
6. Florida-licensed attorney, or
7. Real estate developer with six years of professional experience, either as the principal or who works for a principal.

\* \* \*

**Section 4. Severability.** If any section, sentence, clause or phrase of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this ordinance.

**Section 5. Inclusion in the Code.** It is the intention of the Town Commission of the Town of Surfside, and it is hereby ordained, that the provisions of this ordinance shall become and be made a part of the Code of the Town of Surfside, Florida. The sections of this ordinance

may be renumbered or re-lettered to accomplish such intention, and the word "ordinance" may be changed to "section", "article", or other appropriate word.

**Section 6. Conflicts.** Any and all Ordinances and Resolutions or parts of Ordinances or Resolutions in conflict herewith are hereby repealed.

**Section 7. Effective Date.** This ordinance shall become effective upon adoption.

PASSED and ADOPTED on First Reading the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

PASSED and ADOPTED on Second Reading this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Motion by \_\_\_\_\_,

Second by \_\_\_\_\_.

**FINAL VOTE ON ADOPTION**


Commissioner Daniel Gielchinsky	_____
Commissioner Michael Karukin	_____
Commissioner Tina Paul	_____
Vice Mayor Barry Cohen	_____
Mayor Daniel Dietch	_____

\_\_\_\_\_  
Daniel Dietch, Mayor

**ATTEST:**

\_\_\_\_\_  
Sandra Novoa, MMC, Town Clerk

**APPROVED AS TO FORM AND LEGALITY FOR THE USE AND BENEFIT OF THE TOWN OF SURFSIDE ONLY:**

  
\_\_\_\_\_  
Linda Miller, Town Attorney



**TOWN OF SURFSIDE**  
**Office of the Town Attorney**  
MUNICIPAL BUILDING  
9293 HARDING AVENUE  
SURFSIDE, FLORIDA 33154-3009  
Telephone (305) 993-1066

### COMMISSION COMMUNICATION

**Agenda Item: # 5A**

**Date: May 10, 2016**  
**From: Linda Miller, Town Attorney**  
**Subject: Resolution No. 12-Z-2078 -Scrivener Error Correction - 9564 Abbott Avenue**

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**Background:** On April 10, 2012, the Town Commission approved Resolution No. 12-Z-2078 which approved a site plan application at a quasi-judicial hearing to permit Young Israel Congregation to build a synagogue.

Resolution No. 12-Z-2078 provides at Condition B. 3. that Young Israel Congregation:

“...shall provide a mitigation to six homes (9580 Byron Avenue, 9573 Byron Avenue, 9572 Abbott Avenue, 9564 Byron Avenue, 9565 Byron Avenue, and 9572 Byron Avenue).”

During the quasi-judicial hearing held on April 10, 2012 former Town Manager, Roger Carlton stated on the record that of the six homes listed, one of the properties, who would receive the mitigation payment is incorrectly listed.

The current Town Building Official, Rosendo Prieto reviewed Resolution No. 12-Z-2078, the transcript of the quasi-judicial hearing held on April 10, 2012 and performed an on-site inspection of all the properties identified in Resolution No. 12-Z-2078. Mr. Prieto concluded that 9564 Abbott Avenue should replace 9564 Byron Avenue in the final recorded Resolution No. 12-Z-2078.

I contacted Stanley B. Price, Esq., counsel for Young Israel Congregation regarding the correction of the scrivener’s error. Counsel stated that Young Israel Congregation agrees to the correction of the scrivener’s error in Resolution No. 12-Z-2078, Condition B.3.

**Recommendation:** The Town Commission to adopt the attached Resolution approving the correction of the scrivener’s error in Resolution No. 12-Z-2078, Condition B.3.

**RESOLUTION NO. 16 - \_\_\_\_\_**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA TO CORRECT A SCRIVENER'S ERROR IN RESOLUTION NO. 12-Z-2078 WHICH APPROVED A SITE PLAN APPLICATION AT A QUASI-JUDICIAL HEARING HELD ON APRIL 10, 2012 TO PERMIT YOUNG ISRAEL CONGREGATION TO BUILD A SYNAGOGUE; REPLACING PROPERTY ADDRESS 9564 BYRON AVENUE WITH PROPERTY ADDRESS 9564 ABBOTT AVENUE IN CONDITION B.3.; PROVIDING APPROVAL AND AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town Commission approved Resolution No. 12-Z-2078 (Attachment "A") which approved a site plan application at a quasi-judicial hearing held on April 10, 2012 to permit Young Israel Congregation to build a synagogue; and

**WHEREAS**, Resolution No. 12-Z-2078 provides at Condition B.3. that Young Israel Congregation:

"...shall provide a mitigation to six homes (9580 Byron Avenue, 9573 Byron Avenue, 9572 Abbott Avenue, 9564 Byron Avenue, 9565 Byron Avenue, and 9572 Byron Avenue) in an amount not to exceed \$3000 per home to be used to buffer and otherwise mitigate the impacts which will individually depending on the property include but not be limited to additional landscaping, sound deadening and security. This amount shall be put into escrow prior to the issuance of the building permit. The property owners of the homes shall make the expenditures in accordance with their own needs based on the location of the property provided however they shall comply with design review regulations to the extent applicable."

**WHEREAS**, it has come to the Town's attention that during the quasi-judicial hearing held on April 10, 2012 former Town Manager, Roger Carlton stated on the record that of the six homes listed, one of the properties, who would receive the mitigation payment is incorrectly listed (Attachment "B" at pgs. 88-89); and

**WHEREAS**, the transcript of the quasi-judicial hearing dated April 10, 2012 (Attachment "B" at pgs. 88-89) states:

\*\*\*

Mayor Dietch: Under section B, conditions to be completed before grade or building permits are issued. I just need – it's a point of clarification.

Item 3, it says applicant shall provide a mitigation to six homes.

Mr. Carlton: One of them is incorrectly listed. It should say Abbott instead of Byron. I don't have the map with me, but we will correct that to be sure it's the right home.

Mayor Dietch: Okay. My clarification question goes a little bit further.

How many homes south of the applicant's site does it go on Abbott and then Byron? More to the point, on Byron.

Mr. Carlton: It's six altogether. It's two south on Abbott and two south on each side of Byron.

Mayor Dietch: That is what I don't see.

Mr. Carlton: The six you see there, five of them are correct. One says Byron. It should say Abbott. We will correct that.

\*\*\*

Mayor Dietch: For the record, it is two homes south of the lot on Abbott, on Bryon and from 96<sup>th</sup> Street two homes south on the west idea [sic] of Byron.

**WHEREAS**, the current Town Building Official, Rosendo Prieto reviewed Resolution No. 12-Z-2078, the transcript of the quasi-judicial hearing held on April 10, 2012 and performed an on-site inspection of all the properties identified in Resolution No. 12-Z-2078; and

**WHEREAS**, Mr. Prieto concluded that 9564 Abbott Avenue should replace 9564 Byron Avenue in the final recorded Resolution No. 12-Z-2078; and

**WHEREAS**, the undersigned Town Attorney contacted Stanley B. Price, Esq., counsel for Young Israel Congregation regarding the scrivener's error and counsel stated that Young Israel Congregation agrees to the correction of the scrivener's error in Resolution No. 12-Z-2078, Condition B.3.; and



WHEREAS, it is in the best interest of the Town to approve and authorize the scrivener's error correction in Resolution No. 12-Z-2078, Condition B.3.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AS FOLLOWS:**

**Section 1. Recitals.** The above and foregoing recitals are true and correct and are incorporated herein by reference.

**Section 2. Approval and Authorization to Correct Scrivener's Error in Resolution No. 12-Z-2078, Condition B.3.** The Town Commission hereby approves and authorizes the following scrivener's error correction in Resolution No. 12-Z-2078, Condition B.3.:

**B.3.**The Applicant shall provide a mitigation to six homes (9580 Byron Avenue, 9573 Byron Avenue, 9572 Abbott Avenue, 9564 Abbott Avenue, ~~9564 Byron Avenue~~, 9565 Byron Avenue, and 9572 Byron Avenue) in an amount not to exceed \$3000 per home to be used to buffer and otherwise mitigate the impacts which will individually depending on the property include but not be limited to additional landscaping, sound deadening and security. This amount shall be put into escrow prior to the issuance of the building permit. The property owners of the homes shall make the expenditures in accordance with their own needs based on the location of the property provided however they shall comply with design review regulations to the extent applicable.

**Section 3. Implementation.** The Town Manager and Town Attorney are hereby authorized to take any and all action necessary to implement this Resolution.

**Section 4. Effective Date.** This Resolution shall become effective immediately upon adoption.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of May 2016.

Motion by \_\_\_\_\_,

Second by \_\_\_\_\_.

**FINAL VOTE ON ADOPTION**

- Commissioner Daniel Gielchinsky \_\_\_\_\_
- Commissioner Michael Karukin \_\_\_\_\_
- Commissioner Tina Paul \_\_\_\_\_
- Vice Mayor Barry Cohen \_\_\_\_\_
- Mayor Daniel Dietch \_\_\_\_\_

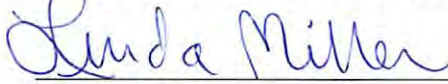
\_\_\_\_\_  
Daniel Dietch, Mayor

**ATTEST:**

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Sandra Novoa, MMC

**APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY FOR THE TOWN OF SURFSIDE ONLY:**



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Linda Miller, Town Attorney

RESOLUTION NO. 12-7-2012

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, ("TOWN") APPROVING A SITE PLAN APPLICATION, PURSUANT TO SECTION 90-41 ET SEQ. OF THE ZONING CODE TO PERMIT A SYNAGOGUE ON THE SITE, AND SUBMITTED BY YOUNG ISRAEL CONGREGATION., (THE "APPLICANT"), ALL ON THE PROPERTY LOCATED AT 9580 ABBOTT AVENUE DESCRIBED HEREIN; AND PROVIDING FOR AN EFFECTIVE DATE.

1. RECITALS.

WHEREAS, on February 23, 2012 the Applicant submitted an application to the Town of Surfside, Florida ("the Application") requesting the following:

- A. Pursuant to Section 90-41 et seq. of the Town Zoning Code, site plan approval a Synagogue on one parcel; the proposed Synagogue is a 23,784 square feet Public Assembly Facility comprised of a sanctuary, social hall, accessory office/classrooms and an underground parking garage consisting of thirty-one (31) parking spaces ("Project"). Signage to be applied for under separate permit to be reviewed by the Design Review Board; vehicular entrance to the parking garage from Abbott Avenue.

Plans are on file and may be examined in the Building Department entitled "Young Israel Congregation", prepared by Shapiro Associates, submitted February 23, 2012 consisting of 19 sheets total including "Cover Sheet".

Architecture Sheets: A-0 "Cover Sheet", A-1 "Site Plan/Location Plan", A-2 "Parking Level", A-3 "Ground Floor Plan", A-4 "Second Floor Plan", A-5 "Roof Plan", A-6 "North Elevation/Details", A-7 "West, East, and South Elevations", A-8 "Lighting Plan".

Civil: Prepared by AB Engineers, Inc. and Marvin Abarea signed and sealed February 21, 2012: PD-1 "Paving and Drainage Plan", PD-2 "Paving and Drainage Details", PD-3 "Grading and Drainage at Basement", PM "Paving Marking and Signage Plan", WS-1 "Water Sewer Plan".

Landscape: Prepared by Rhett Roy Landscape Architecture - Planning, P.A., Section L. Landscape Architecture, signed and sealed January 18, 2012: L-1 "Tree Survey and Disposition Plan", L-1.1 "Tree Survey & Disposition Notes and Details", L-2 "Landscape Plan", IR-1 "Irrigation Plan".

Legal Description: Lots 11 thru 14, Block 7 of Altos Del Mar No. 6 as recorded in Plat Book 8, Page 106 of the Public Records of Miami-Dade County Florida, less the following described land heretofore conveyed to the Town of Surfside for highway purposes:

The north 31 feet of lots 12 and 13 in Block 7 of Altos Del Mar No. 6 according to the plat thereof as recorded in Plat Book 8, Page 106, of the public records of Miami-Dade County, Florida; and the external area formed by a 25 foot radius arc concave to the southwest tangent to

the south line of the north 31 feet of said Block 7 and tangent to the east line of said Block 7; and the external area formed by a 25 foot radius are concave to the southeast tangent to the south line of the north 31 feet of said Block 7 and tangent to the west line of said Block 7.

**ADDRESS:** 9580 Abbott Avenue

**WHEREAS**, on January 23, 2012, the Town Commission voted on Resolution 2012-2068, approving a Stipulation of Settlement in the case of Young Israel of Bal Harbour, Inc. v. Town of Surfside, Civil Action No. 1:10-CV-24392 ("hereinafter referred to as the Settlement Agreement"). As part of the settlement agreement under the Town RLUIPA Relief Procedures Ordinance 2009-1510 to grant reasonable relief to Young Israel from those requirements they allege would create a substantial burden on their religious practice, the Town, without making a specific finding of a substantial burden but in furtherance and as part of the settlement, granted relief on the items contained in the Settlement Agreement.

**WHEREAS**, on March 1, 2012, the Development Impact Committee heard and reviewed this Application and referred this Application for recommendation by the Design Review Board and Planning & Zoning Board with the recommendations of the Development Impact Committee incorporated in conditions of approval; and

**WHEREAS**, on March 29, 2012, the Design Review Board and the Planning & Zoning Board heard and reviewed this Application and referred this Application for approval by the Town Commission with additional conditions of approval included herein in accordance with Resolution ~~12-207~~ and

**WHEREAS**, the public hearing of the Town Commission was posted, advertised, and held as required by law, all interested parties concerned in the matter were heard, and due and proper consideration was given to the matter and to the positive recommendation contained in the joint memorandum from the Town Planner; and

**WHEREAS**, the Town Commission reviewed the Application, the written and oral recommendations of the Town Planners and other consultants who render reports with respect to the Application, including the recommended conditions, and found substantial competent evidence to support a showing by the Applicant that the requests for the approval of the site plan approval are in compliance with the zoning code and the Comprehensive Plan of the Town and maintain the basic intent and purpose of the zoning, charter, or other land use regulations, which are to protect the general welfare of the public, particularly as it affects the stability and appearance of the community; and, further, found that said requests should be granted, subject to all of the conditions set forth in this Resolution, the execution of any attendant agreements or covenants, and requirements of the Code of the Town of Surfside.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, APPLICABLE TO APPLICANT, ITS SUCCESSORS OR ASSIGNS, AS FOLLOWS:**

## II. INCORPORATION OF RECITALS AND FINDINGS OF FACT.

- A. All recitals are incorporated into the body of this Resolution as if same were fully set forth herein.
- B. The Commission finds that the site plan is in compliance with the requirements and criteria set forth in sections 90.20 "Development Review Requirements for Submittals other than single-family and two-family" and 90.41 "Regulated Uses" of the zoning code of the Town of Surfside and in accordance with the Settlement Agreement.

## III. APPROVALS.

The approvals set forth in this Section III are subject to all of the conditions set forth in this Resolution and the execution of all attendant agreements, covenants, Settlement Agreement, and the Code required for the Project.

- A. The Applicant's request for approval of the site plan submitted for the Project located at 9580 Abbott Avenue be, and the same is, hereby granted, subject to all of the conditions provided in this Resolution.
- B. The failure of performance of any of these conditions shall be deemed a denial of this Application.

## IV. CONDITIONS.

### A. Agreed Upon Conditions

- 1. The Applicant will purchase twenty-two (22) parking spaces from the Town at a cost of \$22,500, per parking space, for a total contribution to the Parking Trust Fund of \$495,000.
  - a. Offsite Parking Contract: At the time of Applicant's application for a building permit, it shall have obtained a written and recordable license agreement or lease agreement that gives use on demand of the required offsite parking spaces. Said agreement shall have an initial term of no less than 5 years.
  - b. Parking Trust Fund: In the event that Applicant is unable to obtain or renew an offsite-parking contract, it shall make a contribution to the Town's Downtown Parking Trust Fund.
  - c. Parking Trust Fund Cost: twenty-two (22) spaces x cost of \$22,500
  - d. Required Contribution: \$495,000 contribution
  - e. Parking Trust Fund Terms: Applicant shall pay the required contribution by making 30 equal annual payments, each in the amount of 1/30<sup>th</sup> of the total amount.
  - f. Payment Due: The first payment of the required contribution will be due on the last day of the term of the then-existing offsite parking contract, and each subsequent payment will be due promptly on the same month and day of each following year. If there is no offsite parking contract at the time of building permit application, the first payment will be due when the Applicant requests

a Certificate of Use from the Town, and shall be due on the same month and day of each following year.

2. The Applicant shall coordinate with the Town's Public Works Department to move underground utilities, where possible, to provide the maximum amount of landscaping.
3. The Applicant shall provide landscaping in the abandoned bus bay, relocate the sidewalk, and provide additional landscaping in front of the building acceptable to the Town.
4. The Applicant will absorb the cost of curb, gutter, and landscaping for the abandoned bus bay.
5. The Applicant agrees that when the existing bus stop is eliminated, the existing four Medjool palms shall be relocated and incorporated in a curvilinear along with two new Medjool palms inclusive of a six-foot wide walkway. The six total Medjool palms are to be located in the green areas of the curvilinear design. The green areas shall also include a low-lying groundcover such as Green Island ficus. The walkway shall be inlaid with Jerusalem stone from the same quarry as the building stone.
6. The Applicant shall provide greater aesthetic detail for the loading, trash, and mechanical doors. These details will be reviewed by the Design Review Board.
7. The Applicant shall provide the number of fixtures in the bathrooms on the site plan to confirm consistency with the Florida Building Code.
8. The Applicant agrees to mitigate sound from the mechanical equipment and will work with the Town's Building Official to meet this requirement.
9. The Applicant agrees that the Design Review Board shall review all signage separately from the site plan application.
10. The Applicant agrees that the Design Review Board shall review the stained glass separately.
11. The Applicant agrees that the Design Review Board shall review the front entrance doors separately.
12. The Applicant shall demolish the existing wall on the south side of the property. The Applicant will install a temporary construction fence per the code requirement on the Applicant's southern property line during the entire construction period. The Applicant shall begin construction on a new wall/fence thirty (30) days prior to the Applicant applying for a Temporary Certificate of Occupancy (TCO), the construction shall be completed prior to issuance of the



TCO. The Applicant agrees that said wall/fence shall be located two feet north of the property line and landscaping of both sides of said wall/fence shall be installed at Applicants expense. Applicant shall design the fence and landscaping in consultation with the immediately adjacent neighbors. Said fence and landscaping shall be reviewed by the Design Review Board which shall have the final decision in this matter.

13. Applicant shall, subject to approval by FDOT, utilize the bus bay as a construction staging area and shall complete the required installation of the new curb, gutter and landscaping prior to issuance of the TCO.
  14. The Applicant agrees to change the location of the proposed separate irrigation meter located on the irrigation plans to match the civil plans.
  15. The Applicant shall install a hedge to the top of the FPL box and the Applicant also agrees that if the proposed deep injection well or sediment box are installed above ground they will need to ensure that they be hedged to the top of the element.
  16. The Applicant acknowledges that there will be no spillover of lighting to the adjacent southern property line.
  17. The Applicant shall obtain permitting and approval from Miami Dade County Department of Permitting, Environmental Regulatory Affairs (PERA) for the proposed removal of the existing landscaping.
  18. The Applicant agrees that they shall ensure all utilities including telephone, cable, and electrical systems shall be installed underground and shall reemerge at the existing southern utility pole. The final details shall be subject to approval of the Town's Public Works Department and the utility companies' requirements.
- B. Conditions to be completed before grade or building permits are issued.**
1. The Applicant shall address all handicapped access and restroom issues during the building permit process.
  2. All signage, stained glass, front entry doors, final landscaping and the wall/fence shall be submitted, reviewed and approved under a separate application for design review only by the Design Review Board *prior* to the issuance of a building permit.
  3. The Applicant shall provide a mitigation to six homes (9580 Byron Avenue, 9573 Byron Avenue, 9572 Abbott Avenue, 9564 Byron Avenue, 9565 Byron Avenue, and 9572 Byron Avenue) in an amount not to exceed \$3000 per home to be used to buffer and otherwise mitigate the impacts which will individually depending on the property include but not be limited to additional landscaping, sound deadening

and security. This amount shall be put into escrow prior to the issuance of the building permit. The property owners of the homes shall make the expenditures in accordance with their own needs based on the location of the property provided however they shall comply with design review regulations to the extent applicable.

4. The Applicant shall provide a photometric plan as part of the building permit application.
5. That upon the submittal of an application for a building permit, the plans submitted shall meet with the approval of the Planning Consultants and shall be consistent with the modified Site Plan approved by the Town Commission. Plans shall include all the required elements of the Site Plan pursuant to the Town's Zoning Code and recommendations and these conditions.
6. That the Property be developed substantially in accordance with the public hearing and the Plans as they may be modified in that hearing.
7. That the Applicant has submitted all documents required under this Resolution and all impact fees, and professional fees (cost recovery as set forth in Section 90-11 as billed or as agreed) incurred in the review and processing of this Application and permitting as more fully described herein.
8. No building permits shall be issued (except for demolition, temporary power, and construction trailers) unless the Applicant has submitted all documents required under this approval and shall have paid all professional and other fees required by the Code of the Town of Surfside (including but not limited to, the connection and development fees in accordance with Section 78-83 of the Code of the Town of Surfside) are paid.
9. Applicant shall present evidence of parking plan for the provision of off-street parking for construction workers during the period of construction of the approved project.

**C. Conditions to be completed before any Certificate of Occupancy is issued:**

1. That the Applicant demonstrates that it is in compliance with all terms and conditions under this approval including the Settlement Agreement.
2. The Applicant agrees additional landscaping can be required by the Town as necessary to protect the aesthetics and minimize the impacts of the surrounding area.
3. The Town Manager and/or his designee, in review of any application prior to the issuance a building permit or thereafter, if there are any material amendments to the site plan approval, may refer any such application presented to such

engineering, planning, legal, technical, or environmental consultant or professional(s) employed by the Town as the Manager shall deem reasonably necessary to enable him/her to review such application as required by law. Charges made by such consultants or professionals shall be in accord with the charges customarily made for such services in Miami Dade County or pursuant to an existing contractual agreement by and between the Town and such consultant. Charges made by the Town shall be in accord with the hourly rates charges by such consultants or hourly rates of employed professionals and shall be paid within thirty (30) days on submission of Town voucher.

4. Applicant shall provide a recorded covenant that runs with the land in accordance with the terms of Paragraph 2.G. (v.) of the Settlement Stipulation. Said covenant shall have been reviewed and approved for legal sufficiency by the Town Attorney.
5. The Applicant shall furnish payment and performance bond, cash, or letter of credit issued in a form and by a bank reasonably acceptable to the Town to ensure Applicant's performance of the public improvements required pursuant to site plan approval (including, but not limited to, those improvements described in Paragraphs IV.A. 7. And 9. hereinabove) provided however, if the Town has completed these improvements prior to the issuance of the C.O., the Town shall be paid the sums due in cash immediately upon demand but no earlier than C.O. Any such bond shall be issued by a surety having a minimum rating of A-1 in the Best's Key Rating Guide, Property/Casualty Edition, shall be subject to the approval of the Town, and shall provide that "this bond may not be cancelled or allowed to lapse until 30 days after receipt by the Town, by certified mail, return receipt requested, of written notice from the issuer of the bond of intent to cancel or not to renew". As improvements are made the Town, within its discretion, may reduce or eliminate the bond amount. These rights reserved by the Town with respect to any construction bond established pursuant to this section are in addition to all other rights and remedies the Town may have under this Resolution, in law or in equity.

**D. Other Conditions:**

1. That the Applicant shall obtain a Certificate of Occupancy and a Certificate of Use from the Town upon compliance with all terms and conditions. The Certificate of Occupancy and Certificate of Use shall be subject to cancellation upon violation of any of the conditions or other violations of the Town Code.
2. That the approved site plan shall remain valid for a period of 24-months from the date of approval. If no building permit is issued within the 24-month time period, the site plan shall be considered null and void and of no force and effect.
3. That the Applicant shall comply with all Town Ordinances applicable to development and permit approvals at the time of application of the site plan and in

the event the Applicant does not commence construction within six (6) months from the date the a permit issued, it shall be required to comply with Section 14.55 of the Surfside Code in effect at the time of the passage of this Resolution, as may be amended from time to time, including the posting of a bond to defray the cost of the Town having to perform these tasks, if necessary, and as may be required by the Building Official.


PASSED and ADOPTED on this 10<sup>th</sup> day of April, 2012.

Motion by Karukin, second by Olchyk


**FINAL VOTE ON ADOPTION**

- Commissioner Sheldon Lisbon
- Commissioner Marta Olchyk
- Vice Mayor Michael Karukin
- Mayor Daniel Dietch

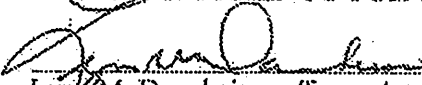
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 Daniel Dietch, Mayor

**ATTEST:**

  
 Sandra Novoa, Town Clerk


**APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE TOWN OF SURFSIDE ONLY:**

  
 Lynn M. Dannheisser, Town Attorney

**CERTIFICATION OF ISSUANCE:**

I, Sandra Novoa, Town Clerk of the Town of Surfside, Florida, do hereby certify that the above and foregoing is a true and correct copy of Resolution No. 12-Z-<sup>2012</sup> adopted by the Town Commission at its meeting held on the 10<sup>th</sup> day of April, 2012.

Issued: 4/10/2012

  
 Sandra Novoa, Town Clerk

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TOWN OF SURFSIDE

TOWN COMMISSION MEETING

9293 HARDING AVENUE, 2nd FLOOR  
SURFSIDE, FLORIDA 33154  
TUESDAY, APRIL 10, 2012  
7:00 p.m.

Taken before Mary G. Stephenson, FPR, Notary  
Public for the State of Florida

TAYLOR REESE AND ASSOCIATES, INC.  
(305) 444-7331

1 APPEARANCES:

2 COUNCILMEMBERS:

3 DANIEL DIETCH, MAYOR  
4 MICHAEL KARUKIN, VICE MAYOR  
5 MARTA OLCHYK, COMMISSIONER  
6 SHELDON LISBON, COMMISSIONER

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6

7 TOWN MANAGER:

8 ROGER M. CARLTON

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10 TOWN ATTORNEY:

11 LYNN DANNHEISSER, ESQ.

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13 TOWN CLERK:

14 SANDRA NOVOA

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TAYLOR REESE AND ASSOCIATES, INC.  
(305) 444-7331



1 when the Grand Beach came up, it was all about 75  
2 decibels. That is the town code. They cannot  
3 exceed it. Mr. Joya would be glad to answer the  
4 question, but the southern wall is the issue that  
5 came up at the planning and zoning board and it  
6 will have to be built with whatever sound  
7 attenuation is required under the code. I think  
8 the way you phrased it is very difficult to  
9 measure.

10 MAYOR DIETCH: As long as it's enforceable  
11 in the town.

12 MS. DANNHEISSER: It's addressed in item  
13 eight, which talks about mitigating the sound and  
14 to work with the building official to do so.

15 MAYOR DIETCH: Under section B, conditions  
16 to be completed before grade or building permits  
17 are issued. I just need -- it's a point of  
18 clarification.

19 Item 3, it says applicant shall provide a  
20 mitigation to six homes and then it lists the  
21 homes.

22 MR. CARLTON: One of them is incorrectly  
23 listed. It should say Abbott instead of Byron. I  
24 don't have the map with me, but we will correct  
25 that to be sure it's the right home.

TAYLOR REESE AND ASSOCIATES, INC.  
(305) 444-7331

1                   MAYOR DIETCH: Okay. My clarification  
2 question goes a little bit further.

3                   How many homes south of the applicant's  
4 site does it go on Abbott and then Byron? More to  
5 the point, on Byron.

6                   MR. CARLTON: It's six altogether. It's  
7 two south on Abbott and two south on each side of  
8 Byron.

9                   MAYOR DIETCH: That is what I don't see.

10                  MR. CARLTON: The six that you see there,  
11 five of them are correct. One says Byron. It  
12 should say Abbott. We will correct that.

13                  MAYOR DIETCH: Right now, six say Byron.  
14 If one becomes Abbott, I want to make sure it  
15 really does --

16                  MR. CARLTON: It should be two that say  
17 Abbott because it's the Bakker's home immediately  
18 to the south.

19                  VICE MAYOR KARUKIN: They all say Byron.

20                  MR. CARLTON: Well, then it's a typo. I  
21 apologize. This thing is only 190 pages long.

22                  MAYOR DIETCH: For the record, it is two  
23 homes south of the lot on Abbott, on Byron and  
24 from 96 Street two homes south on the west idea of  
25 Byron.

TAYLOR REESE AND ASSOCIATES, INC.  
(305) 444-7331



## Town of Surfside Commission Communication

**Agenda Item #:** 5B

**Agenda Date:** May 10, 2016

**Subject:** Purchase a 2016 Ford F-150 P/U

**Objective:** Approval to purchase a 2016 Ford F-150 pickup for the Code Compliance Department.

**Background:** The Code Compliance Department has the responsibility to monitor the Residential, Multi-family and Business District making sure that they comply. To do this vehicles are required and currently there is only one vehicle for two people. To have a more efficient and effective approach to Code Compliance a second vehicle is needed.

**Analysis:** At the April 12, 2016 Commission meeting a Mid-Year budget adjustment was approved which included monies for code compliance for a new vehicle. Having a second vehicle for code will allow for both compliance officers to be able to address different problems or situations at the same time making their operation very effective.


**Staff Impact:** N/A

**Budget Impact:** The budget impact for the Ford F-150 is \$23,000. The vehicle was approved in the mid-year budget adjustment for the 2015/2016 Fiscal Year from Executive Department Account # 001-2000-524-6410.

**Recommendation:** Staff recommends the approval to purchase an F-150 pick-up from the approved Florida Sheriff Bid not to exceed \$23,000.

  
\_\_\_\_\_  
Joseph S. Kroll, Public Works Director

  
\_\_\_\_\_  
Guillermo Olmedillo, Town Manager

  
\_\_\_\_\_  
Alan Graham, Code Compliance Director

**RESOLUTION NO. 16 - \_\_\_\_\_**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AUTHORIZING AND APPROVING THE EXPENDITURE OF FUNDS IN THE AMOUNT OF \$23,000.00 FROM THE EXECUTIVE DEPARTMENT ACCOUNT NO. 001-2000-524-6410 FOR THE PURCHASE OF A 2016 FORD F-150 PICKUP TRUCK; PIGGYBACKING OFF THE FLORIDA SHERIFFS ASSOCIATION AND FLORIDA ASSOCIATION OF COUNTIES BID NO. 15-23-0904; PROVIDING FOR APPROVAL AND AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Code Compliance Division has the responsibility to monitor the residential, multi-family and Business District; and

**WHEREAS**, currently there is only one vehicle for the Code Compliance Director and the Code Enforcement Officer; and

**WHEREAS**, to have a more efficient and effective approach to Code compliance a second vehicle is needed; and

**WHEREAS**, in accordance with the Surfside procurement process and pursuant to Section 3-13(3) of the Town of Surfside Code of Ordinances, purchases made under state general service administration contracts, federal, county or other governmental contracts are exempt from the Town's competitive bidding procedures; and

**WHEREAS**, it is in the best interest of the Town to approve and authorize the purchase of a 2016 Ford F-150 pickup truck pursuant to the Florida Sheriffs Association and Florida Association of Counties Bid No. 15-23-0904 (See Attachment "A") for a total cost of \$23,000.00.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AS FOLLOWS:**

**Section 1. Recitals.** That the above-stated recitals are hereby adopted and confirmed.

**Section 2. Approval and Authorization.** The Town Commission hereby approves and authorizes the Town Manager and/or designee to purchase a 2016 Ford F-150 pickup truck for a cost of \$23,000.00 from the Executive Department Account No. 001-2000-524-6410.

**Section 3. Implementation.** The Town Manager and/or designee are hereby authorized to take any and all action necessary to implement this Resolution.

**Section 4. Effective Date.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of May 2016.

Motion by \_\_\_\_\_,

Second by \_\_\_\_\_.

**FINAL VOTE ON ADOPTION**

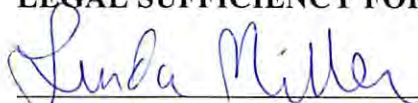
Commissioner Daniel Gielchinsky	_____
Commissioner Michael Karukin	_____
Commissioner Tina Paul	_____
Vice Mayor Barry Cohen	_____
Mayor Daniel Dietch	_____

\_\_\_\_\_  
Daniel Dietch, Mayor

**ATTEST:**

\_\_\_\_\_  
Sandra Novoa, MMC, Town Clerk

**APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY FOR THE TOWN OF SURFSIDE ONLY:**

  
\_\_\_\_\_  
Linda Miller, Town Attorney





## FLORIDA SHERIFFS ASSOCIATION & FLORIDA ASSOCIATION OF COUNTIES

### 1/2 TON PICKUP TRUCK - 4X4 SPECIFICATION #46

### 2016 Ford F-150 (F1E)

The Ford F-150 (F1E) purchased through this contract comes with all the standard equipment as specified by the manufacturer for this model and FSA's base vehicle specification(s) requirements which are included and made a part of this contract's vehicle base price as awarded by specification by zone.

ZONE:	★ Western	★ Northern	★ Central	★ Southern
BASE PRICE:	\$20,958.00	\$20,793.00	\$20,899.00	\$20,998.00

While the Florida Sheriffs Association and Florida Association of Counties have attempted to identify and include those equipment items most often requested by participating agencies for full size vehicles, we realize equipment needs and preferences are going to vary from agency to agency. In an effort to incorporate flexibility into our program, we have created specific add/delete options which allow the purchaser to tailor the vehicle to their particular wants or needs.

The following equipment delete and add options and their related cost are provided here to assist you in approximating the total cost of the type vehicle(s) you wish to order through this program. Simply deduct the cost of any of the following equipment items you wish deleted from the base unit cost and/or add the cost of any equipment items you wish added to the base unit cost to determine the approximate cost of the type vehicle(s) you wish to order.

NOTE: An official listing of all add/delete options and their prices should be obtained from the appropriate dealer in your zone when preparing your order. Additional add/delete options other than those listed here may be available through the dealers, however, those listed here must be honored by the dealers in your zone at the stated prices.



VEHICLE:	F-150 (F1E)			
DEALER:	Hub City Ford	Alan Jay Ford	Don Reid Ford	Don Reid Ford
ZONE:	★ Western	★ Northern	★ Central	★ Southern
BASE PRICE:	\$20,958.00	\$20,793.00	\$20,899.00	\$20,998.00

Order Code	Delete Options	Western	Northern	Central & Southern
	AM/FM stereo radio	NA	NA	NA
	Air conditioning	NA	NA	NA
	Full size spare tire and rim	NA	NA	NA
XL6 <sup>1</sup> D-XL6 <sup>2</sup>	Limited slip differential on 4-wheel drive <i>NON-Limited Slip Differential</i> <sup>2</sup>	\$270.00 <sup>1</sup>	\$150.00 <sup>2</sup>	\$200.00

Order Code	Add Options	Western	Northern	Central & Southern
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Please refer to the Emergency Vehicle Lighting Specifications for lightbar descriptions and the awarded dealer pricing.

99P <sup>1</sup> 99P XL9 <sup>2</sup> 99P <sup>3</sup>	Engine upgrade - specify 2.7L ECOBOOST V6 with 3:55 E-locking Rear Differential in lieu of 3:73 (ADD \$100 FOR XL6 3:73 E-locking rear differential) (99G XL3 3.5L ECOBOOST V6 with 3:31 E-locking rear differential \$1844 (requires long bed.)) <sup>2</sup> 2.7 ECO BOOST <sup>3</sup>	\$794.00 <sup>1</sup>	\$794.00 <sup>2</sup>	\$794.00 <sup>3</sup>
99F <sup>1</sup> 99F XL3 <sup>2</sup> 99F <sup>3</sup>	Engine upgrade - specify 5.0L FlexFuel V8 with 3:31 E-Locking Rear Differential in lieu of 3:73 <sup>2</sup> 5.0L V-8 <sup>3</sup>	\$1,595.00 <sup>1</sup>	\$1,594.00 <sup>2</sup>	\$1,594.00 <sup>3</sup>
68G <sup>1</sup> 998 XL6 <sup>2</sup> 99G <sup>3</sup>	Bi-fuel model - specify REQ 5.0L V-8 ENG <sup>1</sup> 3.7L V6 with 3:73 Limited Slip Diff <sup>2</sup> 3.5 ECO BOOST <sup>3</sup>	\$314.00 <sup>1</sup>	Std <sup>2</sup>	\$1,994.00 <sup>3</sup>
68G <sup>1</sup> 68G <sup>2</sup>	CNG model - specify REQ 5.0L V-8 ENG <sup>1</sup> CNG/PROPANE GASEOUS ENGINE PREP PACKAGE (REQUIRES 99F 5.0L V8 ENGINE UPGRADE) ***LATE AVAILABILITY*** <sup>2</sup>	\$314.00 <sup>1</sup>	\$314.00 <sup>2</sup>	\$1,295.00
CNG <sup>1</sup> 24GGE <sup>2</sup>	CNG conversion (discuss with dealer) REQ 5.0L V-8 ENG <sup>1</sup> 24 Gas Gallon Equivalent 1 Tank CNG System, specify Bi-Fuel or Dedicated (Requires 68G) <sup>2</sup>	\$12,996.00 <sup>1</sup>	\$13,000.00 <sup>2</sup>	\$1,295.00
LPG <sup>1</sup>	LPG conversion (discuss with dealer) REQ 5.0L V-8 ENG <sup>1</sup>	\$12,996.00 <sup>1</sup>	NA	NA
DRYCELL <sup>2</sup>	Battery, 650 cca or greater Replaces factory lead acid 750cca battery with min. HD 800cca dry cell battery. <sup>2</sup>  Dual batteries	NA	\$329.00 <sup>2</sup>	NA
		NA	NA	NA

VEHICLE:	F-150 (F1E)			
DEALER:	Hub City Ford	Alan Jay Ford	Don Reid Ford	Don Reid Ford
ZONE:	★ Western	★ Northern	★ Central	★ Southern
BASE PRICE:	\$20,958.00	\$20,793.00	\$20,899.00	\$20,998.00
627-99F-XL6-53A <sup>1</sup> 99F 627 53A 141WB <sup>2</sup> 627 <sup>3</sup>	7,700 lbs. GVWR REQ 99F-5.0L V8 ENG & XL6 LIMITES SLIP & 53A TRAILER TOW PKG <sup>1</sup> 7,600LB GVWR Includes: 5.0L V8, 3.73 E-locking rear differential, trailer tow package, and HD payload package (ADD \$600 for 99G 3.5L ECCOBOOST & trailer brake controller). -or- [99P 622 53A 141WB - 6,800LB GVWR Includes: Long bed, 2.7L ECOBOOST V6, 3.73 E-locking rear differential, trailer tow package, and 2.7L payload group \$1769. ] <sup>2</sup> REQUIRES 8 FOOT BED <sup>3</sup>	\$3,889.00 <sup>1</sup>	\$4,319.00 <sup>2</sup>	\$3,589.00 <sup>3</sup>
67T <sup>1</sup> 67T <sup>2</sup> 67T <sup>3</sup>	Electric brake controller Requires Trailer tow package. Included with max trailer tow package. <sup>2</sup>	\$274.00 <sup>1</sup>	\$274.00 <sup>2</sup>	\$274.00 <sup>3</sup>
	Traction control	Std	Std	Std
101A-300A <sup>1</sup> 101A <sup>2</sup>	Manufacturer's model upgrade package (specify pkg. bid) 101A XL OR UPGRADE PKG 300A XLT PKG (\$5,299.00) <sup>1</sup> Equipment Group Mid 101A includes: Power Windows (front on Regular Cab, front and rear on SuperCab and SuperCrew®), Power Door Locks with Flip Key and Integrated Key Transmitter keyless-entry (includes Autolock), Power Tailgate Lock, Perimeter Alarm, Illuminated Entry, Manual-folding, Dual Power Glass Sideview Mirrors with Black Skull Caps, Autolamp - Auto On/Off Headlamps with Rainlamp Windshield Wipers, Daytime Running Lamps (DRL) (On/Off Cluster Controllable), MyKey® Owner Controls Feature 1 AM/FM with single-CD (speakers; four (4) with Regular Cab, six (6) with SuperCab and SuperCrew®) 1 4.2" Productivity Screen with compass in instrument cluster 1 SYNC® Enhanced Voice Recognition Communications and Entertainment System, 911 Assist®, 4.2" Multi-Function Display, Applink™, one (1) Smart Charging USB Port and auxiliary audio input jack, 1 Cruise Control 1 BoxLink™ (includes four (4) premium locking cleats). <sup>2</sup>	\$1,304.00 <sup>1</sup>	\$2,054.00 <sup>2</sup>	\$4,079.00
CG <sup>1</sup> CG <sup>2</sup>	Seat trim upgrade - specify Gray cloth seat trim w/ 40/20/40 split bench <sup>2</sup> CLOTH <sup>3</sup>	NC <sup>1</sup>	NC <sup>2</sup>	NC <sup>3</sup>
85A <sup>1</sup> 85A <sup>2</sup> 85A <sup>3</sup>	Power windows/door locks Autolamp - Auto On/Off Headlamps with Rainlamp Windshield Wipers, Daytime Running Lamps (DRL) (On/Off Cluster Controllable) (when the non-controllable 942 Daytime Running Lamps (DRL) option is selected, it will replace the controllable DRL), Manual-folding, Dual Power Glass Sideview Mirrors with Black Skull Caps, Illuminated Entry, MyKey® Owner Controls Feature, Perimeter Alarm, Power Locks with Flip Key and Integrated Key Transmitter keyless-entry (includes Autolock), Power Tailgate Lock, Power Windows (front on Regular Cab, front and rear on SuperCab and SuperCrew®). <sup>2</sup>	\$969.00 <sup>1</sup>	\$969.00 <sup>2</sup>	\$969.00 <sup>3</sup>
50S <sup>1</sup> 50S <sup>2</sup> 50S <sup>3</sup>	Speed control <sup>1</sup>	\$224.00 <sup>1</sup>	\$224.00 <sup>2</sup>	\$224.00 <sup>3</sup>
	Tilt steering wheel	Std	Std	Std
DOME <sup>2</sup>	Passenger dome lamp 5" REPORT LIGHT DLR INSTALLED <sup>2</sup>	Std	\$229.00 <sup>2</sup>	NA
D BUCK <sup>2</sup>	Bucket seats in lieu of bench seat Dealer remove center "20" section from 40/20/40 split bench, leaves bare floor surface. <sup>2</sup>	NA	\$178.00 <sup>2</sup>	\$294.00
168 <sup>1</sup> 168 <sup>2</sup>	Carpet in lieu of rubber floor covering Includes floor mats <sup>2</sup>	\$144.00 <sup>1</sup>	\$144.00 <sup>2</sup>	\$94.00
47R <sup>1</sup> 47R <sup>2</sup>	Floor mats HD all weather rubber floor mats (requires 168). <sup>2</sup>	\$94.00 <sup>1</sup>	\$94.00 <sup>2</sup>	\$74.00



VEHICLE:	F-150 (F1E)				
DEALER:	Hub City Ford	Alan Jay Ford	Don Reid Ford	Don Reid Ford	
ZONE:	★Western	★Northern	★Central	★Southern	
BASE PRICE:	\$20,958.00	\$20,793.00	\$20,899.00	\$20,998.00	
924 <sup>1</sup> 924 57Q <sup>2</sup>	Deep tinted glass <i>Factory rear window privacy glass and defogger. (DT2 - Dealer installed deep tint film on front two door glass \$149. ADD \$49 for windshield strip).</i> <sup>2</sup>		\$99.00 <sup>1</sup>	\$318.00 <sup>2</sup>	\$395.00
DLR <sup>3</sup>	Sliding rear window		NA	NA	\$449.00 <sup>3</sup>
58B <sup>1</sup> 58B <sup>2</sup> 58B <sup>3</sup>	AM/FM radio with single CD <i>AM/FM Single CD</i> <sup>2</sup>		\$289.00 <sup>1</sup>	\$289.00 <sup>2</sup>	\$289.00 <sup>3</sup>
52B 50S <sup>2</sup>	On-Star <i>Ford SYNC Includes: Enhanced Voice Recognition Communications and Entertainment System, 911 Assist®, 4.2" Multi-Function Display, Applink™, one (1) Smart Charging USB Port and auxiliary audio input jack. Compass display in instrument cluster. (included in manufacturers upgrade package)</i> <sup>2</sup>		NA	\$643.00 <sup>2</sup>	NA
58C <sup>1</sup> 58C <sup>2</sup>	Satellite radio <i>AM/FM/CD/SAT</i> <sup>2</sup>		\$484.00 <sup>1</sup>	\$484.00 <sup>2</sup>	NA
AK=KF <sup>1</sup> 3K <sup>2</sup> DLR <sup>3</sup>	Additional Key(s) or Key Fob(s) when applicable <i>Dealer provided third key. (3KR - Dealer provided third key and remote when ordering with power equipment group \$373)</i> <sup>2</sup>		\$296.00 <sup>1</sup>	\$140.00 <sup>2</sup>	\$250.00 <sup>3</sup>
	Side air bags		Std	Std	Std
WB-141 <sup>1</sup> F1E 141 <sup>2</sup>	Long bed in lieu of short bed <i>(655 - Upgrade to 33gal fuel tank \$394)</i> <sup>2</sup>		\$299.00 <sup>1</sup>	\$899.00 <sup>2</sup>	\$299.00
LHP-6" <sup>1</sup> L-SPOT <sup>2</sup>	Left-hand pillar mounted 6" spotlight with clear halogen bulb, dealer installed <i>(ADD \$175 for LED light)</i> <sup>2</sup>		\$696.00 <sup>1</sup>	\$480.00 <sup>2</sup>	\$495.00
L & RHP-6" <sup>1</sup> LR-SPOT <sup>2</sup>	Left & right-hand pillar mounted 6" spotlight with clear halogen bulb, dealer installed <i>(ADD \$350.00 for LED lights)</i> <sup>2</sup>		\$696.00 <sup>1</sup>	\$900.00 <sup>2</sup>	\$895.00
VVST <sup>1</sup> RS <sup>2</sup>	Vent visors - stick-on style		\$144.00 <sup>1</sup>	\$145.00 <sup>2</sup>	\$200.00
FSFS <sup>1</sup> RSF <sup>2</sup>	Rainshields - flange style <i>(not available with 1-touch up windows)</i> <sup>2</sup>		\$144.00 <sup>1</sup>	\$145.00 <sup>2</sup>	\$200.00
BUG <sup>1</sup> BS <sup>2</sup>	Bug shield <i>Dealer installed Bug Shield hood protector</i> <sup>2</sup>		\$396.00 <sup>1</sup>	\$197.00 <sup>2</sup>	\$395.00
54M-54Y <sup>1</sup> 54M <sup>2</sup> DLR <sup>3</sup>	Trailer tow mirrors <i>Manual trailer tow mirrors. -or- (54Y 59S - Black Power glass, manual telescoping trailer tow mirrors w/ signal indicator when ordering with 85A \$ 568) (both options require engine upgrade, 53A or 53C trailer tow package, and long bed).</i> <sup>2</sup>		\$394.00 <sup>1</sup>	\$89.00 <sup>2</sup>	\$394.00 <sup>3</sup>
WGG <sup>1</sup> WGG <sup>2</sup> WGG <sup>3</sup>	Wrap-around grille guard <i>add \$300 for Winch Mount Plate</i> <sup>2</sup>		\$1,696.00 <sup>1</sup>	\$995.00 <sup>2</sup>	\$1,295.00 <sup>3</sup>
ATB <sup>1</sup> ATB <sup>2</sup> DLR <sup>3</sup>	Aluminum tool box <i>Dealer Provided HD Aluminum Diamond Plate Tool Box 14" Depth. (18" Depth \$469) AND (ADD \$50 to 14" or 18" for low profile tool box.)</i> <sup>2</sup> <i>WEATHER GUARD TOOL BOX 795.00</i> <sup>3</sup>		\$474.00 <sup>1</sup>	\$429.00 <sup>2</sup>	\$550.00 <sup>3</sup>

VEHICLE:	F-150 (F1E)				
DEALER:	Hub City Ford	Alan Jay Ford	Don Reid Ford	Don Reid Ford	
ZONE:	★Western	★Northern	★Central	★Southern	
BASE PRICE:	\$20,958.00	\$20,793.00	\$20,899.00	\$20,998.00	
96P <sup>1</sup>	Bedliner		\$279.00 <sup>1</sup>	\$349.00 <sup>2</sup>	\$349.00 <sup>3</sup>
96P <sup>2</sup>	Plastic drop in liner (Dealer installed OEM bedliner \$325).	2			
96P <sup>3</sup>					
96W <sup>1</sup>	Spray-on bedliner (Rhino, Line-X or approved equivalent)		\$474.00 <sup>1</sup>	\$494.00 <sup>2</sup>	\$474.00 <sup>3</sup>
96W <sup>2</sup>	Factory standard spray in bed liner with plastic liner on tailgate (Dealer installed HD				
96W <sup>3</sup>	Spray-on-Bed Liner \$579).	2			
	Tow hooks		Std	Incl.	NA
53B <sup>1</sup>	Class IV hitch and ball		\$192.00 <sup>1</sup>	\$194.00 <sup>2</sup>	\$894.00 <sup>3</sup>
53B DB2 <sup>2</sup>	INC 2" BALL PIN & CLIP <sup>1</sup>				
53A <sup>3</sup>	Factory Class IV Receiver, 4-pin / 7-pin wire harness, Draw Bar, 2" ball, pin, and clip.	2			
8LB-W <sup>1</sup>	8,000 lb. winch with remote		\$1,696.00 <sup>1</sup>	\$1,195.00 <sup>2</sup>	\$1,695.00
8KW <sup>2</sup>	Requires WGG & Winch Mount Plate	2			
53A <sup>1</sup>	Heavy duty towing package up to 5,000 lbs. with appropriate hitch		\$596.00 <sup>1</sup>	\$594.00 <sup>2</sup>	\$925.00
53A DB2 <sup>2</sup>	INC 2" BALL PIN & CLIP <sup>1</sup>				
	Trailer Tow Package (incl. Smart Trailer Tow Connector, 4-pin/7-pin wiring, Class IV trailer hitch receiver, upgraded front stabilizer bar, auxiliary transmission oil cooler; 998 3.5L V6 Ti-VCT incl. Engine Oil Cooler), Draw Bar, 2" ball, pin, and clip.	2			
53C-99G <sup>1</sup>	Heavy duty towing package up to 7,200 lbs. with appropriate hitch		\$3,089.00 <sup>1</sup>	\$3,509.00 <sup>2</sup>	\$2,519.00 <sup>3</sup>
99G 53C 141WB	INC 2" BALL PIN & CLIP REQ UOGRADE ENG (3.5L ECOBOOSTY ENG ) <sup>1</sup>				
DB2 <sup>2</sup>	Includes: 3.5L ECOBOOST V6, Max trailer tow package, long bed, trailer brake controller, draw bar, 2" ball, pin, and clip.	2			
53A/99F <sup>3</sup>					
413 <sup>1</sup>	Skid plates		\$159.00 <sup>1</sup>	\$159.00 <sup>2</sup>	\$159.00 <sup>3</sup>
413 <sup>2</sup>					
413 <sup>3</sup>					
FTC <sup>1</sup>	Fiberglass tonneau cover (painted to match)		\$1,696.00 <sup>1</sup>	\$1,495.00 <sup>2</sup>	\$1,495.00
FTC <sup>2</sup>	(Add \$1338 for Bed Slider with Rubber Mat and 4" Sides) -or- ( Roll-N-Lock cover				
	ADD \$297 in lieu of fiberglass tonneau)	2			
FCHT <sup>1</sup>	Fiberglass cab high topper with front, side and rear windows (painted		\$1,896.00 <sup>1</sup>	\$1,695.00 <sup>2</sup>	\$1,895.00
FCH <sup>2</sup>	to match)				
	Add \$375 for side access windows in lieu of fixed	2			
942 <sup>1</sup>	Daytime running lights		\$44.00 <sup>1</sup>	\$44.00 <sup>2</sup>	\$44.00 <sup>3</sup>
942 <sup>2</sup>					
942 <sup>3</sup>					
	Immobilize daytime running lights		NA	NC <sup>2</sup>	NA
	Don't order option 942	2			
T7C <sup>2</sup>	All terrain tires in lieu of all season tires		Std	NC <sup>2</sup>	NA
	LT245/75R17E A/T BSW	2			
NFT <sup>1</sup>	Nitrogen filled tires including spare tire		\$199.00 <sup>1</sup>	\$169.00 <sup>2</sup>	\$200.00
N2 <sup>2</sup>					
	Full size spare tire and rim		Std	Std	Std
	Midbox body option		NA	NA	NA



VEHICLE:	F-150 (F1E)			
DEALER:	Hub City Ford	Alan Jay Ford	Don Reid Ford	Don Reid Ford
ZONE:	★ Western	★ Northern	★ Central	★ Southern
BASE PRICE:	\$20,958.00	\$20,793.00	\$20,899.00	\$20,998.00
STC <sup>1</sup> LEER DCC <sup>2</sup>	Steel truck cap <i>Leer Deluxe Aluminum Commercial Topper (WHITE), 23" High, Front Picture Window, Full Length Side Doors with Driver and Passenger Side Tool Boxes including 1 Vertical and 1 Horizontal Divider, Rear lift Up Door with Picture Window, Ladder Rack, 20" 12v LED Interior Light Bar, LED Brake Light (Upgrade to Fiberglass 100RCC Commercial Topper Painted to Match \$387) (Upgrade to Double Swing Barn Doors w/ vertical glass on Rear in lieu of std lift up door \$379 **aluminum tops only**) 2</i>	\$7,996.00 <sup>1</sup>	\$3,279.00 <sup>2</sup>	\$3,995.00
CSHR <sup>1</sup> HAR <sup>2</sup>	Cab shield headache rack (protects back of cab)	\$696.00 <sup>1</sup>	\$497.00 <sup>2</sup>	\$1,295.00
PR-EMB <sup>1</sup> PRT <sup>2</sup>	Pipe rack w/expanded metal basket over cab (for pickup bed) <i>(1200ATR - Weather Guard aluminum material rack with cross members \$1479 **does not include expanded metal basket over cab**) 2</i>	\$1,896.00 <sup>1</sup>	\$1,790.00 <sup>2</sup>	\$1,695.00
	Pipe rack w/expanded metal basket over cab (for utility body)	NA	NA	NA
SLRS <sup>1</sup> SSMLR <sup>2</sup>	Single ladder rack side mounted (specify street or curbside) <i>Single Side Mtd Ladder Rack 2</i>	\$1,396.00 <sup>1</sup>	\$738.00 <sup>2</sup>	\$1,495.00
153 <sup>1</sup> 153 <sup>2</sup> 153 <sup>3</sup>	Front license bracket	NC <sup>1</sup>	NC <sup>2</sup>	NC <sup>3</sup>
85H <sup>1</sup> 85H <sup>2</sup> 85H <sup>3</sup>	Backup alarm, factory installed	\$99.00 <sup>1</sup>	\$124.00 <sup>2</sup>	\$124.00 <sup>3</sup>
BAD <sup>1</sup> BUA <sup>2</sup>	Backup alarm, dealer installed <i>Dealer installed 90 db back up alarm. 2</i>	\$179.00 <sup>1</sup>	\$179.00 <sup>2</sup>	\$100.00
76C <sup>1</sup> 76C <sup>2</sup> 76C <sup>3</sup>	Backup camera with 3.5" LCD (rear mounted camera to provide wide angle field of vision at rear of vehicle) - factory installed <i>Requires 85A (Not available with orders that require removal of tailgate) 2</i>	\$249.00 <sup>1</sup>	\$249.00 <sup>2</sup>	\$1,219.00 <sup>3</sup>
BUC <sup>1</sup> BUC <sup>2</sup> BUC <sup>3</sup>	Backup camera with 3.5" LCD (rear mounted camera to provide wide angle field of vision at rear of vehicle) - dealer installed	NA <sup>1</sup>	\$679.00 <sup>2</sup>	\$795.00 <sup>3</sup>
FUEL TOOL <sup>2</sup> DLR <sup>3</sup>	Optional equipment - specify <i>Fuel &amp; Tool Box Combo includes: L Shape Fuel Tank, Tool Box, Electric transfer pump, Hose, Nozzle, and flow meter - (ADD SAFE-T - Fire Extinguisher, First Aid Kit, Road Triangles \$299) 2</i> <i>AMBER LIGHT BAR 3</i>	NA	\$1,887.00 <sup>2</sup>	\$1,795.00 <sup>3</sup>
RSL <sup>2</sup> DLR <sup>3</sup>	Optional equipment - specify <i>Roadside lighting package Includes: Four corner hide away LED kit, 8 LED traffic advisor mounted in rear window glass, (AMBER/CLEAR) Grille lights, wired to factory up filter switches or six switch controller. 2</i> <i>BEACON 3</i>	NA	\$1,729.00 <sup>2</sup>	\$495.00 <sup>3</sup>
JOTTO <sup>2</sup> DLR <sup>3</sup>	Optional equipment - specify <i>Jotto Computer Mount Stand ( 806-1206 - 600w pure sine wave inverter installed in between driver/passenger front seats \$429.) 2</i> <i>RAM LAP TOP STAND 3</i>	NA	\$485.00 <sup>2</sup>	\$695.00 <sup>3</sup>
ALB-TA <sup>2</sup> DLR <sup>3</sup>	Optional equipment - specify <i>Amber LED Light Bar with Front Takedowns, Side Alley lights, and Rear Arrow Stick Traffic Advisor. (Add Go Light with Dash Mounted Remote for \$628) 2</i> <i>SIDE TOOL BOX 3</i>	NA	\$1,995.00 <sup>2</sup>	\$495.00 <sup>3</sup>

<b>VEHICLE:</b>	F-150 (F1E)			
<b>DEALER:</b>	Hub City Ford	Alan Jay Ford	Don Reid Ford	Don Reid Ford
<b>ZONE:</b>	★Western	★Northern	★Central	★Southern
<b>BASE PRICE:</b>	\$20,958.00	\$20,793.00	\$20,899.00	\$20,998.00

3BLS <sup>2</sup>	Optional equipment - specify <i>3rd Brake Light Safety Pulse (Pulses 3rd Brake Light (4) times upon application of brake pedal to increase driver awareness behind you when stopping)</i> <sup>2</sup>	NA	\$229.00 <sup>2</sup>	
LRPH <sup>1</sup> LABOR <sup>2</sup> DLR <sup>3</sup>	Labor rate per hour <i>(Labor Rates Based on Single Vehicle Build)</i> <sup>2</sup>	\$89.00 <sup>1</sup>	\$105.00 <sup>2</sup>	\$85.00 <sup>3</sup>
TEMP-TAG <sup>1</sup> TEMP <sup>2</sup> DLR <sup>3</sup>	New state tag (specify state, county, city, sheriff, etc.)	\$36.00 <sup>1</sup>	\$45.25 <sup>2</sup>	\$250.00 <sup>3</sup>
TER <sup>1</sup> TRANS <sup>2</sup> DLR <sup>3</sup>	Transfer existing registration (must provide tag number) <i>Includes temp tag &amp; two way overnight shipping for signature.</i> <sup>2</sup>	\$100.00 <sup>1</sup>	\$168.85 <sup>2</sup>	\$150.00 <sup>3</sup>
NST <sup>1</sup> TAG <sup>2</sup> DLR <sup>3</sup>	Temporary tag <i>Includes temp tag &amp; two way overnight shipping for signature.</i> <sup>2</sup>	\$165.00 <sup>1</sup>	\$220.95 <sup>2</sup>	\$35.00 <sup>3</sup>
BMP345 <sup>2</sup>	Maintenance Plan - specify <i>3 yr 45,000 mile(5000 mile interval, includes a total of (9) visits) gas engine Maintenance Plan.</i> <sup>2</sup>	NA	\$580.00 <sup>2</sup>	
BMP575 <sup>2</sup>	Maintenance Plan - specify <i>5 yr 75,000 mile(5000 mile interval, includes a total of (15) visits) gas engine Maintenance Plan.</i> <sup>2</sup>	NA	\$910.00 <sup>2</sup>	
BMP6100 <sup>2</sup>	Maintenance Plan - specify <i>6 yr 100,000 mile(5000 mile interval, includes a total of (20) visits) gas engine Maintenance Plan.</i> <sup>2</sup>	NA	\$1,140.00 <sup>2</sup>	
6/100 <sup>1</sup> EC575 <sup>2</sup> ESP <sup>3</sup>	Warranty - specify <i>POWERTRAIN CARE WITH (0) DEDUCTIBLES</i> <sup>1</sup> <i>Extra Care 5 yr 75k mile (\$0 Ded) Extended Warranty</i> <sup>2</sup> <i>POWERTRAIN CARE 6/100 0 DED</i> <sup>3</sup>	\$1,910.00 <sup>1</sup>	\$1,860.00 <sup>2</sup>	\$1,910.00 <sup>3</sup>
6/100 <sup>1</sup> PC575 <sup>2</sup> ESP <sup>3</sup>	Warranty - specify <i>BASE CARE WITH (0) DEDUCTIBLES</i> <sup>1</sup> <i>Premium Care 5 yr 75k mile (\$0 Ded) Extended Warranty</i> <sup>2</sup> <i>BASE CARE 6/100 0 DED</i> <sup>3</sup>	\$2,355.00 <sup>1</sup>	\$2,615.00 <sup>2</sup>	\$2,355.00 <sup>3</sup>
6/100 <sup>1</sup> PC6100 <sup>2</sup> ESP <sup>3</sup>	Warranty - specify <i>EXTRA CARE WITH (0) DEDUCTIBLES</i> <sup>1</sup> <i>Premium Care 6 yr 100k mile (\$0 Ded) Extended Warranty</i> <sup>2</sup> <i>EXTRA CARE 6/100 0 DED</i> <sup>3</sup>	\$2,850.00 <sup>1</sup>	\$3,570.00 <sup>2</sup>	\$2,850.00 <sup>3</sup>





## Town of Surfside Commission Communication

**Agenda Item #:** 5C

**Agenda Date:** May 10, 2016

**Subject:** Purchase a 2016 Ford Escape SUV

**Objective:** Approval to purchase a 2016 Ford Escape SUV for the Code Compliance Department.

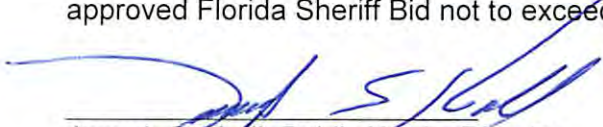
**Background:** The Code Compliance Department has the responsibility to monitor the Residential, Multi-family and Business District making sure that they comply. To do this dependable vehicles are required. Currently the one vehicle in operation is a 2009 Saturn SUV with 94,600 miles. This vehicle has exceeded its usage life span by both years and miles. To have a more efficient and effective approach to Code Compliance a replacement vehicle is needed.

**Analysis:** The current Code Compliance vehicle has exceeded its usage life span. Over the past 10 weeks it has only been in service for two of those weeks. Repairs are exceeding the normal repair and maintenance structure set up for our vehicles. This Fiscal Year expenditures for that vehicle have been over \$3500.00. We are planning to sell this vehicle and will use the assets toward the purchase of the new vehicle. By utilizing the Florida Sherriff Association bid we are getting the best possible price to purchase this vehicle.


**Staff Impact:** N/A

**Budget Impact:** Funding for this purchase will come from machinery and Equipment 001-2000-524.6410

**Recommendation:** Staff recommends the approval to purchase a Ford Escape SUV from the approved Florida Sheriff Bid not to exceed \$20,000.

  
Joseph S. Kroll, Public Works Director

  
Guillermo Olmedillo, Town Manager

  
Allan Graham, Code Compliance Director



## PROPOSAL

DATE: MAY 2, 2016

NAME: TOWN OF SURFSIDE EMAIL: JKROLL@TOWNOFSURFSIDEFL.GOV ATTN: JOSEPH KROLL
--

2016/2017 FORD ESCAPE S 4X2 (U0F)	\$17,899.00
2.5L I-4 ENGINE	
6 SPEED AUTOMATIC TRANSMISSION	
KEYLESS ENTRY	STD
REARVIEW CAMERA	STD
(50C) ALL WEATHER FLOOR MATS	\$74.00
(924) PRIVACY GLASS	\$274.00
EXTERIOR – OXFORD WHITE	
INTERIOR – CHARCOAL BLACK CLOTH	
*** IN STOCK – SUBJECT TO PRIOR SALE ***	
TOTAL	\$18,247.00
PER FSA CONTRACT 15-23-0904	
SPEC # 24	

PURCHASER ACKNOWLEDGES:  
 DON REID FORD IS UNABLE TO GUARANTEE DELIVERY DATES DUE TO MANY FACTORS, NOT LIMITED TO BUT INCLUDING: FORD MOTOR COMPANY PRODUCTION SCHEDULES, WEATHER, AVAILABILITY OF RAIL CARS, ETC.

ALL PAYMENTS ARE DUE ON A NET 30 DAY BASIS UPON RECEIPT OF EACH VEHICLE AS INVOICED REGARDLESS OF THE NUMBER OF VEHICLES ON THE PURCHASE ORDER.

We thank you for the opportunity to make this proposal and will appreciate your acceptance. Acceptance of this proposal will not be binding upon us until this proposal is approved hereonin writing by an official of Don Reid Ford, Inc. Return of one copy of this proposal and your purchase order number constitutes your official acceptance.

Respectfully submitted,  
 ERIC JORE  
 FLEET MANAGER  
 DON REID FORD, INC.

Please return this form via Fax: (407) 647-4779 or email - <a href="mailto:EJore@aol.com">EJore@aol.com</a>  ACCEPTED: _____  PO# _____
--

RESOLUTION NO. 16 - \_\_\_\_\_

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AUTHORIZING AND APPROVING THE EXPENDITURE OF FUNDS NOT TO EXCEED \$20,000.00 FROM MACHINERY AND EQUIPMENT ACCOUNT NO. 001-2000-524-6410 FOR THE PURCHASE OF A 2016 FORD ESCAPE; PIGGYBACKING OFF THE FLORIDA SHERIFFS ASSOCIATION AND FLORIDA ASSOCIATION OF COUNTIES BID NO. 15-23-0904; PROVIDING FOR APPROVAL AND AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Code Compliance Division has the responsibility to monitor the residential, multi-family and Business District; and

**WHEREAS**, currently the Code Compliance Division has only the 2009 Saturn SUV vehicle in operation; and

**WHEREAS**, the existing Code Compliance vehicle has exceeded its usage span and over the past two months it has only been in service for two weeks; and

**WHEREAS**, to have a more efficient and effective approach to Code compliance a new vehicle is needed; and

**WHEREAS**, in accordance with the Surfside procurement process and pursuant to Section 3-13(3) of the Town of Surfside Code of Ordinances, purchases made under state general service administration contracts, federal, county or other governmental contracts are exempt from the Town's competitive bidding procedures; and

**WHEREAS**, it is in the best interest of the Town to approve and authorize the purchase of a 2016 Ford Escape pursuant to the Florida Sheriffs Association and Florida Association of Counties Bid No. 15-23-0904 (See Attachment "A") not to exceed 20,000.00.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AS FOLLOWS:**

**Section 1. Recitals.** That the above-stated recitals are hereby adopted and confirmed.

**Section 2. Approval and Authorization.** The Town Commission hereby approves and authorizes the Town Manager and/or designee to expend funds not to

exceed \$20,000.00 from the Machinery and Equipment Account No. 001-2000-524-6410 to purchase 2016 Ford Escape.

**Section 3. Implementation.** The Town Manager and/or designee are hereby authorized to take any and all action necessary to implement this Resolution.

**Section 4. Effective Date.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of May 2016.

Motion by \_\_\_\_\_,

Second by \_\_\_\_\_.

**FINAL VOTE ON ADOPTION**

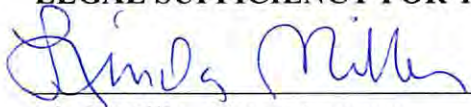
Commissioner Daniel Gielchinsky	_____
Commissioner Michael Karukin	_____
Commissioner Tina Paul	_____
Vice Mayor Barry Cohen	_____
Mayor Daniel Dietch	_____

\_\_\_\_\_  
Daniel Dietch, Mayor

**ATTEST:**

\_\_\_\_\_  
Sandra Novoa, MMC, Town Clerk

**APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY FOR THE TOWN OF SURFSIDE ONLY:**

  
\_\_\_\_\_  
Linda Miller, Town Attorney





**FLORIDA SHERIFFS ASSOCIATION  
& FLORIDA ASSOCIATION OF COUNTIES  
SMALL SIZE 4-DOOR UTILITY VEHICLES - 4X2  
SPECIFICATION #24**

**2016 Ford Escape (U0F)**

The Ford Escape (U0F) purchased through this contract comes with all the standard equipment as specified by the manufacturer for this model and FSA's base vehicle specification(s) requirements which are included and made a part of this contract's vehicle base price as awarded by specification by zone.

ZONE:	Western	Northern	Central	Southern
BASE PRICE:	\$17,811.00	\$17,811.00	\$17,799.00	\$17,899.00

While the Florida Sheriffs Association and Florida Association of Counties have attempted to identify and include those equipment items most often requested by participating agencies for full size vehicles, we realize equipment needs and preferences are going to vary from agency to agency. In an effort to incorporate flexibility into our program, we have created specific add/delete options which allow the purchaser to tailor the vehicle to their particular wants or needs.

The following equipment delete and add options and their related cost are provided here to assist you in approximating the total cost of the type vehicle(s) you wish to order through this program. Simply deduct the cost of any of the following equipment items you wish deleted from the base unit cost and/or add the cost of any equipment items you wish added to the base unit cost to determine the approximate cost of the type vehicle(s) you wish to order.

NOTE: An official listing of all add/delete options and their prices should be obtained from the appropriate dealer in your zone when preparing your order. Additional add/delete options other than those listed here may be available through the dealers, however, those listed here must be honored by the dealers in your zone at the stated prices.



VEHICLE:	Escape (U0F)			
DEALER:	Duval Ford	Duval Ford	Don Reid Ford	Don Reid Ford
ZONE:	Western	Northern	Central	Southern
BASE PRICE:	\$17,811.00	\$17,811.00	\$17,799.00	\$17,899.00

Order Code Delete Options	Western & Northern	Central & Southern
Cruise control	NA	NA
Tilt steering wheel	NA	NA
Power windows	NA	NA
Power door locks	NA	NA
On-Star	NA	NA
Satellite radio	NA	NA

Order Code Add Options	Western & Northern	Central & Southern
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Please refer to Part E - Emergency Vehicle Lighting Specifications for lightbar descriptions and the awarded dealer pricing.

999 <sup>1</sup> 2.0 ECO BOOST <sup>2</sup>	Engine upgrade - specify <i>*2.0L EcoBoost® Engine w/ Select Shift (Optional SE, Titanium) <sup>1</sup></i>	\$1,194.00 <sup>1</sup>	\$1,194.00 <sup>2</sup>
	CNG model - specify	NA	NA
	Bi-fuel model - specify	NA	NA
	CNG conversion (discuss with dealer)	NA	NA
	LPG conversion (discuss with dealer)	NA	NA
	Factory external engine oil cooler	NA	NA
	Battery, 650-cca or greater	NA	NA
	Limited slip differential <i>AdvanceTrac® with RSC® (Roll Stability Control™) STANDARD <sup>1</sup></i>	NA <sup>1</sup>	NA
TREM <sup>1</sup> DLR <sup>2</sup>	Tremco anti-theft - foot activated, dealer installed	\$220.00 <sup>1</sup>	\$395.00 <sup>2</sup>
U0G <sup>1</sup> XLT <sup>2</sup>	Manufacturer's model upgrade package (specify pkg, bid) <i>Includes model upgrade U0G with package 200a: ALL S EQUIPMENT PLUS: 1.6 GTDI Active Grill Shutters, Acoustic Laminated Front-Door Side Glass, Body-Colored Mirrors/Skull Caps, Cloth Seats Unique, Chrome Belt line Molding, Door Handles-Exterior Body-Colored, Door Handles-Interior-Chrome, Dual Chrome Exhaust, Dual Illuminated Visor Vanity Mirrors, Fog Lamps, Grille Front Upper Molded-in-Color with Chrome Bar Insert, Grille-Molded-in-Color with Chrome Insert, Instrument Panel-Outside Temperature Display, Privacy Glass, Seats-10-Way Power Driver Seat with Power Lumbar Adjust - Driver Seat Back Map Pocket- Rear Center Armrest, Securi Code™ Keyless-Entry Keypad, Sirius XM Radio with 6-month prepaid subscription. Note: Sirius XM Radio with 6-month prepaid subscription (48 contiguous states / Service not available in Alaska or Hawaii), Wheels-17" Alloy Sparkle Silver Painted</i>	\$3,900.00 <sup>1</sup>	\$3,599.00 <sup>2</sup>
66A <sup>1</sup>	Seat trim upgrade - specify <i>Requires model upgrade package U0G with 200A. Leather Comfort Package includes: Heated Front-Seats, Heated Power Side Mirrors, Leather Seats, Leather-Wrapped Steering Wheel and Shift Knob, Windows One-Touch Up/Down Front and Rear. Note: Not Available with SE Chrome Package 62C Note: Not Available with SE Cold Weather Package 661P</i>	\$1,594.00 <sup>1</sup>	\$3,794.00

<b>VEHICLE:</b>	Escape (U0F)			
<b>DEALER:</b>	Duval Ford	Duval Ford	Don Reid Ford	Don Reid Ford
<b>ZONE:</b>	Western	Northern	Central	Southern
<b>BASE PRICE:</b>	\$17,811.00	\$17,811.00	\$17,799.00	\$17,899.00

	AM/FM radio with single CD		Std	Std
3k <sup>1</sup> DLR <sup>2</sup>	Additional Key(s) or Key Fob(s) when applicable <i>SIMPLE KEY INCLUDED IN RFC<sup>1</sup></i>		\$275.00 <sup>1</sup>	\$225.00 <sup>2</sup>
	Remote keyless entry		Std	Std
NS <sup>1</sup>	5" round dome lamp between sunvisors		\$146.00 <sup>1</sup>	\$95.00
	Rear window defogger		Std	Std
	Rear window washer/wiper with intermittent feature		Std	Std
50C <sup>1</sup> 50C <sup>2</sup>	Heavy duty rubber floor mats <i>ALL-WEATHER FLOOR MATS (SET OF 4)<sup>1</sup></i>		\$74.00 <sup>1</sup>	\$74.00 <sup>2</sup>
50Q <sup>1</sup> 85T <sup>2</sup>	Cargo area cover <i>CARGO AREA PROTECTOR<sup>1</sup></i>		\$89.00 <sup>1</sup>	\$135.00 <sup>2</sup>
924 <sup>1</sup> 924 <sup>2</sup>	Privacy glass, factory installed <i>ADD \$95 FOR FRONT WINDOWS AND \$385 FOR LIMO TINT FOR UNDERCOVER<sup>1</sup></i>		\$274.00 <sup>1</sup>	\$274.00 <sup>2</sup>
	Side air protection (may affect cage availability)		Std	Std
VV <sup>1</sup> DLR <sup>2</sup>	Vent visors - stick-on style		\$160.00 <sup>1</sup>	\$250.00 <sup>2</sup>
RS <sup>1</sup> DLR <sup>2</sup>	Rainshields - flange style		\$160.00 <sup>1</sup>	\$250.00 <sup>2</sup>
DI <sup>2</sup>	Running boards		NA	\$695.00 <sup>2</sup>
	Fog lamps <i>INCLUDED IN MODEL UPGRADE PACKAGE AT NO CHARGE<sup>1</sup></i>		NC <sup>1</sup>	NA
942 <sup>1</sup> 942 <sup>2</sup>	Daytime running lights		\$44.00 <sup>1</sup>	\$44.00 <sup>2</sup>
	Immobilize daytime running lights		Std	NA
	Tow hooks		NA	NA
N2 <sup>1</sup> DLR <sup>2</sup>	Nitrogen filled tires including spare tire		\$196.00 <sup>1</sup>	\$200.00 <sup>2</sup>
	Full size spare tire and rim <i>MINI SPARE INCLUDED<sup>1</sup></i>		NA <sup>1</sup>	NA
	Outside tire carrier		NA	NA
153 <sup>2</sup>	Front license bracket <i>MOLDED FRONT BUMPER<sup>1</sup></i>		Std <sup>1</sup>	NC <sup>2</sup>
	Backup camera with 3.5" LCD (rear mounted camera to provide wide angle field of vision at rear of vehicle) - factory installed		Std	Std
BUC <sup>1</sup> BUC <sup>2</sup>	Backup camera with 3.5" LCD (rear mounted camera to provide wide angle field of vision at rear of vehicle) - dealer installed <i>Typically for agencies that may want to have a "constant hot" camera to remain on while vehicle is in park controlled by an on/off switch. Provides constant surveillance.<sup>1</sup></i>		\$695.00 <sup>1</sup>	NA <sup>2</sup>



VEHICLE:	Escape (U0F)			
DEALER:	Duval Ford	Duval Ford	Don Reid Ford	Don Reid Ford
ZONE:	Western	Northern	Central	Southern
BASE PRICE:	\$17,811.00	\$17,811.00	\$17,799.00	\$17,899.00
201A <sup>1</sup> 60S <sup>2</sup>	Optional equipment - specify <i>Requires model upgrade U0G and includes S model content, 200A package content, and 201A package content including: SE Convenience Package, SYNC® 3 – Enhanced Voice Recognition Communications and Entertainment System. Includes 8" Center LCD touch-screen with swiping and pinch-to-zoom capabilities, AppLink™, 911 Assist® and Two Smart Charging USB ports, 9 speakers, Dual-Zone Electronic Automatic Temperature Control with Rear Air Duct, Media Hub High, Reverse Sensing System, Perimeter Alarm, Power Converter 110V Outlet, Black Roof-Rack Side Rails. Note: When Ordered with SE Chrome Package (62C) Chrome Roof Rails Supercede Black Roof Rails<sup>1</sup></i> BACKUP SENSOR <sup>2</sup>		\$1,394.00 <sup>1</sup>	\$244.00 <sup>2</sup>
LTS <sup>1</sup> 87D <sup>2</sup>	Optional equipment - specify HAVIS UNIVERSAL LAPTOP STAND WITH LAPTOP TRAY <sup>1</sup> LOCKING WHEEL LUG <sup>2</sup>		\$695.00 <sup>1</sup>	\$74.00 <sup>2</sup>
RPO <sup>1</sup> 63S <sup>2</sup>	Optional equipment - specify <i>Any factory option not listed within specification is eligible for the discount amount indicated as a credit per item off the manufacturer's current MSRP schedule per fleet.ford.com<sup>1</sup></i> SPLASH GUARD <sup>2</sup>		(\$1.00) <sup>1</sup>	\$209.00 <sup>2</sup>
60S <sup>1</sup> 63D <sup>2</sup>	Optional equipment - specify Reverse Sensing System <sup>1</sup> REMOTE START <sup>2</sup>		\$244.00 <sup>1</sup>	\$494.00 <sup>2</sup>
RFC <sup>1</sup> DLR <sup>2</sup>	Optional equipment - specify <i>Regional freight charge per vehicle for alternative zone purchasing per section 3.54 paragraph A, item 1b. Per terms and specifications 1.14, pre-delivery service inspection and all delivery requirements, plus additional fleet simple key included. Not applicable when agency is domiciled in same zone as the base award. Amount is calculated via statistical algorithm utilizing trending market sales data and median variable freight costs within certain statistical mileage data points within the state of Florida. Any dollar volume credit to this unit cost, where applicable, is derived per section 3.55<sup>1</sup></i> BECON <sup>2</sup>		\$345.00 <sup>1</sup>	\$395.00 <sup>2</sup>
LABOR <sup>1</sup> DLR <sup>2</sup>	Labor rate per hour <i>Labor rate per hour. Refer to Emergency lighting price submission for schedule. See dealer quote for itemization. Includes professional EVT certified installation, wire loom, connectors, prep kit and consultation.<sup>1</sup></i>		\$145.00 <sup>1</sup>	\$85.00 <sup>2</sup>
TEMP <sup>1</sup> DLR <sup>2</sup>	Temporary tag		\$6.00 <sup>1</sup>	\$35.00 <sup>2</sup>
TX <sup>1</sup> DLR <sup>2</sup>	Transfer existing registration (must provide tag number) <i>Per Florida Statute 320.08, A dealer can only charge the purchaser the actual fees authorized by statute for title and registration transfers. These will be the fees charged by the county tax collector's office for transferring title and registrations. Overcharging of these fees without refunding the overcharge is unlawful and could result in disciplinary action against the dealer's license. The dealer is responsible for refunding the overcharged amount to the purchaser. Private tag agency fees cannot be included in the category of title and registration fees: DHSMV Procedure TL-10. [TL-10: <a href="http://www3.flhsmv.gov/DMV/Proc/TL/TL-10.PDF">http://www3.flhsmv.gov/DMV/Proc/TL/TL-10.PDF</a>]<sup>1</sup></i>		\$85.00 <sup>1</sup>	\$150.00 <sup>2</sup>
TAG <sup>1</sup> DLR <sup>2</sup>	New state tag (specify state, county, city, sheriff, etc.) <i>Per Florida Statute 320.08, A dealer can only charge the purchaser the actual fees authorized by statute for title and registration transfers. These will be the fees charged by the county tax collector's office for transferring title and registrations. Overcharging of these fees without refunding the overcharge is unlawful and could result in disciplinary action against the dealer's license. The dealer is responsible for refunding the overcharged amount to the purchaser. Private tag agency fees cannot be included in the category of title and registration fees: DHSMV Procedure TL-10. [TL-10: <a href="http://www3.flhsmv.gov/DMV/Proc/TL/TL-10.PDF">http://www3.flhsmv.gov/DMV/Proc/TL/TL-10.PDF</a>]<sup>1</sup></i>		\$130.00 <sup>1</sup>	\$250.00 <sup>2</sup>
MP575 <sup>1</sup>	Maintenance Plan - specify <i>5 Year 75,000 mile Premium Maintenance Plan. 15 service visits at 5000 mile intervals for vehicles with Gas Engine, zero deductible.<sup>1</sup></i>		\$1,860.00 <sup>1</sup>	
MP675 <sup>1</sup>	Maintenance Plan - specify <i>6 Year 75,000 mile Premium Maintenance Plan. 15 service visits at 5000 mile intervals for vehicles with Gas Engine, zero deductible.<sup>1</sup></i>		\$1,905.00 <sup>1</sup>	

<b>VEHICLE:</b>	Escape (U0F)			
<b>DEALER:</b>	Duval Ford	Duval Ford	Don Reid Ford	Don Reid Ford
<b>ZONE:</b>	Western	Northern	Central	Southern
<b>BASE PRICE:</b>	\$17,811.00	\$17,811.00	\$17,799.00	\$17,899.00
MP610 <sup>1</sup>	Maintenance Plan - specify <i>6 Year 100,000 mile Premium Maintenance Plan. 20 service visits at 5000 mile intervals for vehicles with Gas Engine, zero deductible.</i> <sup>1</sup>			\$2,400.00 <sup>1</sup>
CB575 <sup>1</sup> ESP <sup>2</sup>	Warranty - specify <i>5 Yr 75,000 mile zero deductible BASECare plan. 5 Yr 100,000 mile zero deductible use \$2000. Complete pricing schedule available upon request. Prices quoted per FordMoCo Florida Retail ESP April 2015 Pricing Guide</i> <sup>1</sup> POWER TRAIN CARE 6/100 0 DED <sup>2</sup>			\$1,475.00 <sup>1</sup> \$1,740.00 <sup>2</sup>
CE575 <sup>1</sup> ESP <sup>2</sup>	Warranty - specify <i>5 Yr 75,000 mile zero deductible EXTRACare plan. 5 Yr 100,000 mile zero deductible use \$2425. Complete pricing schedule available upon request. Prices quoted per FordMoCo Florida Retail ESP April 2015 Pricing Guide</i> <sup>1</sup> BASE CARE 6/100 0 DED <sup>2</sup>			\$1,710.00 <sup>1</sup> \$2,130.00 <sup>2</sup>
CP575 <sup>1</sup> ESP <sup>2</sup>	Warranty - specify <i>5 Yr 75,000 mile zero deductible PREMIUMCare plan. 5 Yr 100,000 mile zero deductible use \$3330. Complete pricing schedule available upon request. Prices quoted per FordMoCo Florida Retail ESP April 2015 Pricing Guide</i> <sup>1</sup> EXTRA CARE 6/100 0 DED <sup>2</sup>			\$2,400.00 <sup>1</sup> \$2,595.00 <sup>2</sup>





# Town of Surfside Commission Communication

**Agenda Item #** 5D

**Agenda Date:** May 10, 2016

**Subject:** Approval of Expenditure of Funds to Purchase Two Patrol Vehicles

**Background:** The Police Department requested to implement Phase V of the five year Vehicle Replacement Program for Fiscal Year 15/16. This program enables the Department to replace its aging fleet and reduce maintenance costs. The repair/maintenance costs for the current fleet will continue to rise and the older vehicles are not as fuel efficient. In addition, due to their age and mileage the older vehicles present safety and reliability concerns. The police vehicles to be replaced have over 100,000 miles. The Department requested to lease three (3) vehicles, three marked SUVs, under a municipal leasing program in conjunction with the Florida Sheriff's Association and Florida Association of Counties. This request was not allocated for the Fiscal Year 15/16 budget. During the April 12, 2016 Commission Meeting, the aging and deteriorating condition of the police vehicle fleet was again discussed and authorization for the purchase of two Patrol Vehicles was obtained. The vehicles being sought for purchase are 2016 Ford Police Interceptor 4-door Sedans which are fuel efficient six-cylinder models designed for police emergency use. The two (2) Police Vehicles would be purchased through the Florida Sheriff's Association current bid pricing contract.

**Analysis:** There is a critical need for these two (2) Patrol Vehicles as the current vehicle fleet contains 7 police vehicles which are in excess of seven years old, have accumulated high mileage, and are incurring high repair/maintenance costs. The costs to procure the two Patrol Vehicles was identified from cost savings in the FY15/16 mid-year budget analysis.


**Budget Impact:** The cost to purchase, outfit and install the necessary equipment on the two (2) police vehicles is approximately \$64,000. The amount includes an extended bumper to bumper warranty for five years or 75,000 miles, whichever comes first.



**Staff Impact:** N/A

**Recommendation:** Staff recommends a motion to approve a resolution for authorization to amend the Fiscal Year 15/16 Budget and appropriate the expenditure of \$64,000 from the identified budgetary savings to purchase the two (2) Patrol Vehicles.

  
\_\_\_\_\_  
David Allen, Chief of Police

  
\_\_\_\_\_  
Guillermo Olmedillo, Town Manager

  
\_\_\_\_\_  
Don Nelson, Finance Director

**RESOLUTION NO. 16 - \_\_\_\_\_**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AUTHORIZING AND APPROVING THE EXPENDITURE OF FUNDS IN THE AMOUNT OF \$63,538.00 FROM THE FISCAL YEAR 2015/2016 GENERAL FUND ACCOUNT NO. 001-3000-521-6410 FOR THE PURCHASE OF TWO (2) 2016 FORD POLICE INTERCEPTOR 4-DOOR SEDANS; PIGGYBACKING OFF THE FLORIDA SHERIFFS ASSOCIATION AND FLORIDA ASSOCIATION OF COUNTIES BID NO. 15-23-0904; PROVIDING FOR APPROVAL AND AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Surfside Police Department requested to implement Phase V of the five year Vehicle Replacement Program for Fiscal Year 2015/2016; and

**WHEREAS**, at the April 12, 2016 Town Commission meeting, the Town Commission discussed the aging and deteriorating condition of the police vehicle fleet; and

**WHEREAS**, the Surfside Police Department has identified that there is a critical need for two (2) patrol vehicles as the current vehicle fleet contains seven (7) police vehicles which are in excess of seven years old, have accumulated high mileage and are incurring high repair/maintenance costs; and

**WHEREAS**, the repair/maintenance costs for the current fleet will continue to rise and the older vehicles are not as fuel efficient; and

**WHEREAS**, the vehicles being sought for purchase are two (2) 2016 Ford Police Interceptor 4-door sedans which are fuel efficient six-cylinder models designed for police emergency use; and

**WHEREAS**, the costs to procure the two patrol vehicles is \$63,538.00; and

**WHEREAS**, in accordance with the Surfside procurement process and pursuant to Section 3-13(3) of the Town of Surfside Code of Ordinances, purchases made under state general service administration contracts, federal, county or other governmental contracts are exempt from the Town's competitive bidding procedures; and

**WHEREAS**, it is in the best interest of the Town to approve and authorize the expenditure of funds in the amount of \$63,538.00 from the Fiscal Year 2015/2016 General Fund Account No. 001-3000-521-6410 to purchase two (2) 2016 Ford Police Interceptor 4-door sedans pursuant to the Florida Sheriffs Association and Florida Association of Counties Bid No. 15-23-0904.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AS FOLLOWS:**

**Section 1. Recitals.** The above and foregoing recitals are true and correct and are incorporated herein by reference.

**Section 2. Authorization and Approval to Expend Funds.** The Town Manager is authorized to expend \$63,538.00 for the purchase of two (2) 2016 Ford Police Interceptor 4-door sedans from the Fiscal Year 2015/2016 General Fund Account No. 001-3000-521-6410.

**Section 3. Implementation.** The Town Manager is hereby authorized to take any and all action necessary to implement this Resolution.

**Section 4. Effective Date.** This Resolution shall become effective immediately upon adoption.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of May 2016.

Motion by \_\_\_\_\_,

Second by \_\_\_\_\_.

**FINAL VOTE ON ADOPTION**

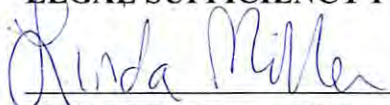
Commissioner Daniel Gielchinsky	_____
Commissioner Michael Karukin	_____
Commissioner Tina Paul	_____
Vice Mayor Barry Cohen	_____
Mayor Daniel Dietch	_____

\_\_\_\_\_  
Daniel Dietch, Mayor

**ATTEST:**

\_\_\_\_\_  
Sandra Novoa, MMC, Town Clerk

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE TOWN OF SURFSIDE ONLY:**

  
\_\_\_\_\_  
Linda Miller, Town Attorney



# Town of Surfside Commission Communication

**Agenda Item #:** 5E

**Agenda Date:** May 10, 2016

**Subject:** Water and Sewer Rate Study Update

**Objective:** Approval to have the 2012 Water and Sewer Rate Study Updated

**Background:** At the March 9, 2010 Commission meeting, a rate study for water and sewer by TischlerBise, Inc. (which is now Black & Veatch) was approved. The study performed was a comprehensive water and sewer cost of service and rate design. The overall goal of this study was to ensure a sound water and sewer utility financial framework, as well as develop a plan that ensures equitable cost recovery, revenue stability, and long term financial viability to the Town. In May 2012, the Town received the completed study from Black & Veatch outlining the purpose as follows:

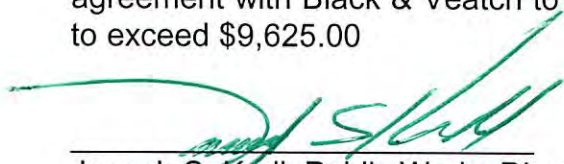
1. Provide sufficient revenues to recover operating and capital costs
2. Manage the debt service for budgeted capital improvements
3. Establish reserves for future system renewal and replacement needs
4. Provide a mechanism/incentive for water conservation which would favorably decrease system demand resulting in less required maintenance

**Analysis:** The original rate study by Black & Veatch has projections up to 2016. An updated comprehensive study by Black & Veatch is needed to review the current values and recommend the required rate structure for water and sewer services. The update will take into account the rate increase from Miami-Dade County for water and the City of Miami Beach for sewer charges.

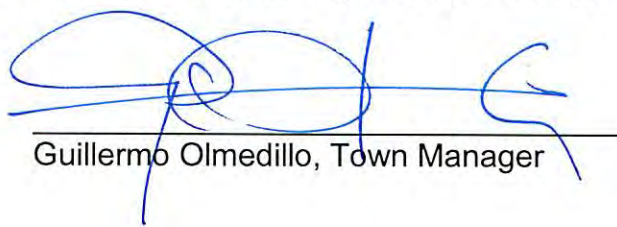
**Staff Impact:** N/A

**Budget Impact:** The budget impact for the updated study is \$9,625.00. The rate study was included in the budget for the 2015/2016 Fiscal Year from the Water and Sewer Fund Account # 401-9900-536-3110.


**Recommendation:** Staff recommends the Town Commission approve to enter into an agreement with Black & Veatch to update the last rate study of May 2012 for an amount not to exceed \$9,625.00



Joseph S. Kroll, Public Works Director



Guillermo Olmedillo, Town Manager



Donald Nelson, Finance Director



**RESOLUTION NO. 16 - \_\_\_\_\_**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AUTHORIZING THE EXPENDITURE OF FUNDS IN THE AMOUNT OF \$9,625.00 FROM THE FISCAL YEAR 2015/2016 WATER AND SEWER FUND, ACCOUNT NO. 401-9900-536-3110 TO CONTRACT WITH BLACK & VEATCH MANAGEMENT CONSULTING, LLC; TO REVISE AND UPDATE THE 2010 COMPREHENSIVE WATER AND SEWER COST OF SERVICE AND RATE DESIGN STUDY, EXEMPT FROM THE COMPETITIVE BID PROCEDURE PURSUANT TO SECTION 3-13(2) OF THE TOWN OF SURFSIDE CODE OF ORDINANCES; PROVIDING FOR APPROVAL AND AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, on March 9, 2010 the Town Commission approved by Resolution No. 10-1926 a comprehensive water and sewer cost of service and rate design study; and

**WHEREAS**, the original study conducted by TischlerBise, Inc. in 2010 has projections up to 2016; and

**WHEREAS**, an updated comprehensive study is needed to review the current rate structure for water and sewer services; and

**WHEREAS**, an updated study will allow the Town staff to make rate change recommendations; and

**WHEREAS**, the updated study will take into account the increases from Miami-Dade County for water and the City of Miami Beach for sewer charges; and

**WHEREAS**, in accordance with the Surfside procurement process and pursuant to Section 3-13(2) of the Town of Surfside Code of Ordinances, contracts for professional services are exempt from competitive bidding procedures as outlined in Chapter 3 of the Town of Surfside Code; and

**WHEREAS**, it is in the best interest of the Town to authorize the expenditure of funds in the amount of \$9,625.00 from the Fiscal Year 2015/2016 Water and Sewer Fund, Account No. 401-9900-536-3110 to contract with Black & Veatch Management Consulting, LLC to revise and update the 2010 comprehensive water and sewer cost of service and rate design study.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AS FOLLOWS:**

**Section 1. Recitals.** That the above and foregoing recitals are true and correct and are incorporated herein by reference.

**Section 2. Approval and Authorization to Expend Funds.** The Town Commission hereby approves and authorizes the Town Manager and/or designee to expend funds in the amount of \$9,625.00 from the Fiscal Year 2015/2016 Water and Sewer Fund, Account No. 401-9900-536-3110.

**Section 3. Implementation.** The Town Manager and/or designee are hereby authorized to take any and all action necessary to implement this Resolution.

**Section 4. Effective Date.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of May 2016.

Motion by \_\_\_\_\_,

Second by \_\_\_\_\_.

**FINAL VOTE ON ADOPTION**

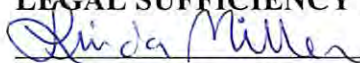
Commissioner Daniel Gielchinsky	_____
Commissioner Michael Karukin	_____
Commissioner Tina Paul	_____
Vice Mayor Barry Cohen	_____
Mayor Daniel Dietch	_____

\_\_\_\_\_  
Daniel Dietch, Mayor

**ATTEST:**

\_\_\_\_\_  
Sandra Novoa, MMC, Town Clerk

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE TOWN OF SURFSIDE ONLY:**

  
\_\_\_\_\_  
Linda Miller, Town Attorney

4/5/2016

Joseph Kroll  
Public Works Director  
Town of Surfside  
9293 Harding Avenue  
Surfside, FL 33154

Dear Joseph:

Black & Veatch Corporation (Black & Veatch) is pleased to have the opportunity to present this letter proposal describing our services and fee related to updating the financial analyses of the Town of Surfside's (Town) Water and Sewer Enterprise Funds.

**Proposed Scope of Services:**

The Town asks that Black & Veatch perform the following services related to this project:

1. **Data Collection and Review.** This task will involve collecting and reviewing basic data to be provided by the Town, including current and proposed debt structures, reports by others, the Town's current rate models, historical and current financial information, and operating and capital budgets. Black & Veatch will furnish Town staff with a list of basic data needed to conduct the study. We will review all data received to confirm its completeness and our understanding of historical utility operations and requirements reflected therein.
2. **Review and Analysis of Revenue Requirements for Each Utility.** The development of revenue requirements for each utility will be based on an examination of historical financial reports, current operating budgets, and the proposed capital improvement and replacement program. Detailed utility analyses will provide an indication of the magnitude of overall adjustments in respective annual revenue levels needed to meet the projected revenue requirements of each utility and what the proposed rates need to be to match financing requirements.

Black & Veatch will project operation and maintenance expenses based on a review of historical financial records and trends, and available utility budget estimates of future operation and maintenance expense. Projections will recognize estimated increases in the number of customers served and potential effects of continued inflation in cost levels, the addition of new system facilities, anticipated changes in operation and staffing, and other factors which may influence future expense levels. Projections of principal and interest payments on outstanding debt obligations and any projected future bonds or state revolving fund loans for major capital improvements will be developed for the forecast study period. Existing reserve fund requirements and balances will be reviewed for adequacy. Applicable bond ordinance requirements will be reviewed along with any relevant utility policies. We will recommend adequate





reserve levels based on our review of both reserve funding requirements and industry standards.

Black & Veatch will prepare a cash flow analysis summarizing the above projections of revenues and revenue requirements for each utility to determine the adequacy of revenues under proposed rate levels to meet operating and capital needs for the study period. We will develop different rate adjustment scenarios for the Town to determine the best mix of revenues from rate increases while balancing customer impact of such adjustments.

3. **Project Deliverables.** Black and Veatch will prepare a preliminary report with text and tables supporting the selected rate adjustment scenarios. This report will be presented to appropriate Town staff via telephone conference call. Based on review comments of the preliminary report, a final report will be prepared and delivered electronically to Town Staff. The deliverable to the City will be a technical memorandum summarizing Black & Veatch's financial impact review and analysis.

### **Project Schedule:**

Black & Veatch will begin the project as soon as the notice to proceed is issued by the Town. Once notice to proceed has been issued, the planned project execution should last 8 weeks, assuming quick turnaround by Town staff on data requests and review and comment of work product submitted to the Town.

### **Fees for Service:**

For this project, we propose the following Black & Veatch personnel and related hourly billing rates:

- Brian Jewett, Principal, \$275.00/hour (35 hours on project)

We propose a lump sum amount of \$9,625 for tasks outlined above, including: analysis, calculations, conclusions, preparation of the deliverable, and telephone conference calls related to the project. The following table lists the breakdown of hours by task:

If you have any questions regarding our submittal, please do not hesitate to contact Brian Jewett at (951) 575-5249. We appreciate your consideration of our proposal and welcome the opportunity to assist the City of Fountain Valley in this matter.

Very truly yours,

BLACK & VEATCH CORPORATION

Ann Bui  
Managing Director, Black & Veatch Management Consulting

## MEMORANDUM

Town of Surfside  
Utility Rate Feasibility Analysis  
Final Analysis

May 3, 2012

To: Roger Carlton  
From: Brian Jewett

The purpose of this memorandum is to present the third evolution of the utility feasibility analysis based on direction from the Town.

### Executive Summary

Black & Veatch was engaged by the Town of Surfside to review and analyze the Town's current water, sewer and storm water rates and to conduct a feasibility study to determine the status of future rate levels for each utility over the next five fiscal years. The resulting rate level recommendations are compared to the rate levels and recommendations from the Town's prior rate studies which occurred in 2010 and 2011. The first rate analysis was conducted prior to bonds being issued for needed utility capital projects. The second rate analysis conducted in 2011 incorporated improved assumptions related to long range operating and capital costs coupled with projected operational savings due to implementation of the new capital projects. The suggested rate levels in the original report were utilized in the 2011 revised analysis. This current analysis (2012) presents the impact on current utility rate levels should the Town decide to re-structure their current debt obligations. This restructuring would benefit the Town in several ways including 1) lower financing costs for long-term debt, 2) operational savings from reduced sewer inflow/infiltration and water loss issues, and 3) completion of the scope of work for the planned capital improvements for each utility system, e.g. water main improvements, sewer lining and repair, drainage improvements and the Surfside/Bal Harbour Force Main Project.

### ASSUMPTIONS

The following table (Table 1) lists the assumptions utilized for this analysis. The largest operational expense for the water and sewer utilities are water purchases from Miami-Dade Water and Sewer District (MDWASD) and sewage disposal costs per agreement with the City of Miami Beach (Miami Beach's costs are initially established by MDWASD). For Fiscal Year 11/12, water purchase costs were held at rates similar to FY 10/11 while sewage disposal costs for FY 11/12 were 5.25 percent higher than the previous year due to a 5 percent County increase and 5 percent added by the City of Miami Beach (COMB). Based on representations from Town staff, Fiscal Year 12/13 rates for water purchases will be approximately 7 percent higher while sewage disposal costs for this year are estimated to be held at the same rate as FY 11/12 costs. Subsequent years' increases are projected to be nominal at approximately 3 percent per year. Operating and Personnel escalators are assumed at 1 percent per year and 1.50 percent, respectively, for the study period. These percentages are reflected in Table 1.

Reserve funding targets are important to Town officials to help ensure there are enough funds (restricted and unrestricted net assets) available to address contingencies in the day-to-day operations, short and long term replacement needs of each utility and a rate stabilization reserve to smooth large increases in wholesale costs. These target level approaches were first introduced to Town officials in the initial 2010 rate analysis. To date, the Town has sufficient reserve levels approaching or at these targeted figures. This is a positive finding in this analysis, as the restricted and unrestricted net assets are proposed to be utilized to meet operational and capital needs, thus ensuring future customer rate levels are minimally impacted. Recent announcements regarding the





Federal EPA's proposed consent decree with Miami-Dade County may impact this analysis, however, there is no definitive rate information to justify any adjustments at this time.

*Table 1. Feasibility Analysis Assumptions*

Description	Annual Figure	Notes
<b>Escalators</b>		
Customer Growth FY 11/12 & 12/13	0.25%	Annual Rate
Customer Growth FY 13/14 and beyond	0.50%	Annual Rate
Personnel Costs	1.50%	Annual Rate
Water Purchases FY 11/12	0.00%	Annual Rate
Water Purchases FY 12/13	7.00%	Annual Rate
Water Purchases FY 13/14	3.00%	Annual Rate
Water Purchases FY 14/15	3.00%	Annual Rate
Water Purchases FY 15/16	3.00%	Annual Rate
Sewage Disposal Costs FY 11/12	5.50%	Annual Rate
Sewage Disposal Costs FY 12/13	0.00%	Annual Rate
Sewage Disposal Costs FY 13/14	3.00%	Annual Rate
Sewage Disposal Costs FY 14/15	3.00%	Annual Rate
Sewage Disposal Costs FY 15/16	3.00%	Annual Rate
Operating Costs	1.00%	Annual Rate
<b>Fund Equity Targets</b>		
O&M Reserves	25.0%	25% of current year O&M
Water Renewal & Replacement Reserves	\$ 788,970	50% of annualized costs of FY12-FY16 CIP
Sewer Renewal & Replacement Reserves	\$ 987,855	50% of annualized costs of FY12-FY16 CIP
Stormwater Capital Reserves	\$ 423,292	50% of annualized costs of FY12-FY16 CIP
Rate Stabilization Reserves	10.0%	10% of annual projected rate revenues
<b>Financial Ratios and Inputs</b>		
Debt Service Coverage Ratio w/ Partial Re-financing	115%	1.15x (net operating income/annual debt service)

Sources: Town of Surfside; Black & Veatch.

The next two tables illustrate the projected debt obligations and coverage ratios assuming the re-financing approach is implemented by the Town. Table 2 lists the various debt structures proposed including a new State Revolving Fund (SRF) loan at a significantly lower interest rate than the current utility bonds. A portion of the funds from the SRF loan (approximately \$4,150,000) would be applied to the outstanding balance on the current utility bonds to lower the Town's overall annual debt service payments. One-time costs of issuance and a prepayment penalty would apply, however the issuance costs and small prepayment penalty are more than overcome by the reduced interest costs over the life of the debt. Table 3 demonstrates the coverage ratios achieved assuming the proposed financing plan included in this document. As the table shows, required coverage ratios are exceeded based on the assumptions and recommendations of this analysis.

*Table 2. Proposed Debt Structure*

Description	Amounts	Description	Amounts
<b>\$9.3 Million SRF Loan <sup>1</sup></b>		<b>Remaining Regions Bank Loan (Proposed)</b>	
Loan Amount plus \$125K COI <sup>2</sup>	\$ 9,425,000	Loan Amount <sup>3</sup>	\$ 11,350,000
Term (years)	20	Term (years) <sup>4</sup>	20
Interest Rate	2.50%	Interest Rate <sup>5</sup>	4.72%
Estimated Annual Debt Service	\$589,840.67	Estimated Annual Debt Service	\$849,175.57
Debt Service Allocation (begin FY 10/11):		Debt Service Allocation (begin FY 10/11):	
Water (35%)	206,444	Water (35%)	297,211
Sewer (49%)	289,022	Sewer (49%)	416,096
Stormwater (16%)	94,375	Stormwater (16%)	135,868
Prepayment Penalty Allocation (FY 11/12 Only):			
Water (35%)	10,500		
Sewer (49%)	14,700		
Stormwater (16%)	4,800		

1. \$4,150,000 of this loan is targeted toward reducing outstanding Regions Bank. \$4 million of the repayment is not subject to pre-payment penalties, however the remaining \$150,000 is subject to a 1.2% penalty. The penalty amount is \$30,000 and is allocated to each utility for FY 11/12 expenses.
2. COI is 1% of loan amount plus an additional \$32K for bond counsel and other financing assistance.
3. \$15.5 million less \$4.15 million loan reduction.
4. Regions Bank Loan is amortized for a 20-year term, however includes a 15-year payoff period requirement.
5. Interest rate reflects current bond issue interest rate of 4.72%.

Source: Town of Surfside; Black & Veatch.

*Table 3. Estimated Debt Service Coverage Ratios Next 5 Fiscal Years*

	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16
Combined Utility Net Operating Income	1,508,195	1,661,248	1,828,527	1,908,482	2,000,730
Combined Debt Service Requirement	1,439,016	1,439,016	1,439,016	1,439,016	1,439,016
Combined Coverage Ratio	105%	115%	127%	133%	139%
Ratio Requirements <sup>1</sup>	115%	115%	115%	115%	115%

Note: The small shortfall in coverage ratio in FY 11/12 will be paid from available reserves.

1. Assume 115% (1.15x) for purposes of this analysis. Actual debt service coverage requirements are 115% for SRF Loan and 110% for Regions Bank Loan.

Source: Town of Surfside; Black & Veatch.

## SUMMARY OF RESULTS

This report is structured to compare projected rates prior to going forward with the proposed debt financing structure with projected rates and reserve accumulation if the proposed re-financing goes forward. Lower interest rates are proposed as part of this re-financing. Based on the results of the analysis for each utility, this re-structuring can be accomplished with nominal impacts on customer rates. This analysis demonstrates that the proposed refinancing effort is feasible and, if assumptions prove correct, will allow flexibility to Town Commissioners to adjust utility rates, absorb all or part of reasonable future MDWASD and COMB increases, and/or replenish reserves to targeted levels within the next five fiscal years. Finally, the analysis shows that the Town will meet or exceed minimum debt service coverage requirements per the Town's bond and loan covenants from FY 2012/13 through FY 2015/16 which is the end of the study.



## Water System Analysis

Based on input from the Town's utility engineering consultant Calvin, Giordano & Associates, Inc., the following table (Table 4) displays the Water Utility Capital Improvement Program and related funding sources. The CIP costs include an estimate to cover the cost of projected claims, change orders and general condition expenses. Each utility is allocated its share of current utility bond proceeds. The recommended rate levels found in this report are designed to replenish reserve funds at the end of the study period (FY 15/16). The bottom line of this table shows the remaining amount of CIP costs, adjusted as needed from knowledge gained by completing the first 50 percent of the project, to be met by increased customer rates. In this case, the water project is fully funded from existing rates.

*Table 4. Water CIP, Sources and Uses of Funds*

Project	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16
General Items - Water Portion	\$ 289,643	\$ 200,000	\$ -	\$ -	\$ -
Water Main Replacement	2,287,011	-	-	-	-
Connections to Existing Meters on Private Property	2,325,701	-	-	-	-
Contingency - Water Portion	179,439	-	-	-	-
Allowances - Water Portion	20,000	-	-	-	-
Additional Quantities Items - Water Portion	276,000	-	-	-	-
Design/Studies/Permitting/Soft Costs - Water Portion	444,470	-	-	-	-
Change Orders - Water System	1,000,000	500,763	-	-	-
Change Orders - General Conditions - Water Portion	-	366,670	-	-	-
<b>Total Water Capital Projects</b>	<b>\$ 6,822,264</b>	<b>\$ 1,067,433</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Less: Outside Funding Sources					
Water Impact Fees	\$ 381	\$ 500	\$ 500	\$ 750	\$ 750
Restricted Net Assets - R&R	-	-	-	-	-
Unrestricted Assets	-	-	-	-	-
BBC Reimbursement	859,000	-	-	-	-
Bonds & Loans Proceeds	5,962,883	1,066,933	-	-	-
Carry-over from Prior FY	-	-	-	500	1,250
<b>Total Outside Funding</b>	<b>\$ 6,822,264</b>	<b>\$ 1,067,433</b>	<b>\$ 500</b>	<b>\$ 1,250</b>	<b>\$ 2,000</b>
Balance to Carry Over to Next FY or Amount to be Funded by Rates	\$ (0)	\$ -	\$ 500	\$ 1,250	\$ 2,000
<b>Net CIP Projects Funded from Rates</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Source: Town of Surfside; Black & Veatch.

The table on the next page (Table 5) illustrates the revenue requirements or pro forma of the water utility based on budgeted and anticipated revenues and expenditures of the utility. Note the transfer of funds from the water utility to the sewer utility is necessary to help meet some of the operating and capital expenditure items of the sewer utility. In FY 13/14, the Water Sales revenue increases by an additional 3 percent to account for two new major properties connecting and utilizing the water system: Beach House property and Best Western property. Water purchase costs are also assumed to increase by 3 percent to account for the additional demand incurred by these two properties. This pro forma analysis assumes modest water rate increases in each fiscal year beginning in FY 2012/13. Should the Town Commission desire, the amount of these rate increases could be absorbed from the Rate Stabilization Fund which at the end of FY 10/11, consisted of a balance of \$227,900.

*Table 5. Water Utility Revenue Requirement Analysis*

Description	Estimated FY 11/12	Forecast FY 12/13	Forecast FY 13/14	Forecast FY 14/15	Forecast FY 15/16
<b>Operating Revenue</b>					
Water Sales (before increase)	\$ 1,465,721	\$ 1,469,386	\$ 1,521,034	\$ 1,528,640	\$ 1,536,283
Tapping Fees	2,750	12,500	12,500	5,000	5,000
Penalties	2,965	2,965	2,965	2,965	2,965
Total Operating Revenue	1,471,436	1,484,851	1,536,500	1,536,605	1,544,248
<b>Additional Rate Revenue Required</b>					
	<i>Year</i>	<i>Revenue Increase</i>	<i>Months Effective</i>		
	2011/12	0.00%	12	-	-
	2012/13	5.00%	12	-	73,469
	2013/14	3.00%	12	-	76,052
	2014/15	2.00%	12	-	47,913
	2015/16	2.00%	12	-	76,432
Total Additional Water Sales Revenue	-	73,469	123,964	157,649	76,814
Total Operating Revenue	1,471,436	1,558,320	1,660,464	1,694,253	1,736,579
<b>O&amp;M Expenses</b>					
Personnel	139,428	141,519	142,310	144,445	146,612
Operations	115,602	113,922	115,061	116,211	117,374
Water Purchases (MDWSD)	436,385	466,932	495,368	510,229	525,536
Total O&M Expenses	691,414	722,373	752,739	770,886	789,521
<b>Net Operating Income</b>	<b>780,022</b>	<b>835,947</b>	<b>907,724</b>	<b>923,368</b>	<b>947,058</b>
<b>Debt Service</b>					
Annual Debt Service (Estimated)	503,656	503,656	503,656	503,656	503,656
Total Debt Service	503,656	503,656	503,656	503,656	503,656
Calculated Debt Coverage Ratio	155%	166%	180%	183%	188%
Targeted Debt Coverage Ratio	115%	115%	115%	115%	115%
<b>Non-Operating Revenue</b>					
Interest Income	5,490	2,745	2,500	3,000	3,500
Total Non-Operating Revenue	5,490	2,745	2,500	3,000	3,500
<b>Non-Operating Expenses</b>					
Capital Outlay (excl Improvements)	-	-	-	-	-
Regions Bank Prepayment Penalty	10,500	-	-	-	-
Transfer to Sewer Revenues	200,000	200,000	100,000	100,000	100,000
Rate Funded Capital Project Expenses	0	-	-	-	-
Total Non-Operating Expenses	210,500	200,000	100,000	100,000	100,000
<b>Net Income (Loss) <sup>1</sup></b>	<b>\$ 71,356</b>	<b>\$ 135,037</b>	<b>\$ 306,569</b>	<b>\$ 322,712</b>	<b>\$ 346,902</b>

1. Positive net income to be applied to fund balances.

Source: Town of Surfside; Black & Veatch.



Table 6 presents the fund balance information for the water utility system. Note that the water utility and sewer utility are part of the same enterprise fund. Based on assumptions and data provided for this analysis, reserve fund targets are projected to be exceeded by FY 15/16. As mentioned earlier in this report, because Rate Stabilization funds exceed target, these funds could be used to absorb the rate increases presented in this report.

*Table 6. Water Utility Reserve Fund Analysis*

Description	Estimated FY 11/12	Forecast FY 12/13	Forecast FY 13/14	Forecast FY 14/15	Forecast FY 15/16
<b>Total Fund Equity - Water Only</b>					
Beginning FY 11/12 Balance <sup>1</sup>	\$ 1,062,117	See below for fund balance allocation (dependent on Town approval)			
<b>Restricted Net Assets - Renewal &amp; Replacement Reserves</b>					
Beginning Balance	\$ 410,100	\$ 481,456	\$ 616,492	\$ 923,061	\$ 1,245,773
Restricted Net Assets to Fund Water CIP Projects	-	-	-	-	-
Surplus from CIP Program (after bond issue)	-	-	-	-	-
Deposit from Positive Net Income	71,356	135,037	306,569	322,712	-
<b>Ending Balance</b>	<b>\$ 481,456</b>	<b>\$ 616,492</b>	<b>\$ 923,061</b>	<b>\$ 1,245,773</b>	<b>\$ 1,245,773</b>
Target Balance: 50% of 5-Year Annualized CIP	788,970	788,970	788,970	788,970	788,970
<b>Restricted Net Assets - Rate Stabilization Reserves</b>					
Beginning Balance	\$ 227,900	\$ 227,900	\$ 227,900	\$ 227,900	\$ 227,900
Transfer to Operating Reserves	-	-	-	-	-
<b>Ending Balance</b>	<b>\$ 227,900</b>	<b>\$ 227,900</b>	<b>\$ 227,900</b>	<b>\$ 227,900</b>	<b>\$ 227,900</b>
Target Balance: Up to 10% of Rate Revenues	146,572	154,285	164,500	168,629	172,861
<b>Unrestricted Net Assets - Operating Reserves</b>					
Beginning Balance	\$ 424,116	\$ 424,116	\$ 424,116	\$ 424,116	\$ 424,116
Deposit from Net Income	-	-	-	-	346,902
Transfer from Rate Stabilization Reserves	-	-	-	-	-
<b>Ending Balance</b>	<b>\$ 424,116</b>	<b>\$ 424,116</b>	<b>\$ 424,116</b>	<b>\$ 424,116</b>	<b>\$ 771,018</b>
Target Balance: Up to 25% of Current Year O&M	172,854	180,593	188,185	192,721	197,380

1. The Water Utility's share of total fund equity balance is equal to 35 percent. This figure is based on the Water Utility's proportion of capital projects to all utility capital projects.

Source: Town of Surfside; Black & Veatch.

To conclude the analysis for the water utility, the following tables illustrate the fixed bi-monthly water charges and the variable-based consumption rates. For a comparative analysis, we list two tables for each component of a customer's water bill: 1) the proposed rates incorporating the lower interest rate analysis, and 2) the water rates derived from the original and revised rate analyses conducted in 2010 and 2011, respectively.

*Table 7. Water Bi-Monthly Base Charges (Lower Interest Rate Analysis)<sup>1</sup>*

Meter Size	Adopted FY Forecast FY Forecast FY Forecast FY Forecast FY				
	11/12	12/13	13/14	14/15	15/16
5/8"	\$ 27.81	\$ 29.62	\$ 31.42	\$ 32.05	\$ 32.69
1"	40.45	43.38	46.02	46.94	47.88
1 1/2"	61.52	66.32	70.36	71.76	73.20
2"	86.80	93.84	99.56	101.55	103.58
3"	145.79	158.06	167.69	171.04	174.46
4"	230.06	249.81	265.02	270.33	275.73
6"	440.75	479.18	508.36	518.53	528.90
8"	693.57	754.42	800.37	816.37	832.70

Sources: Town of Surfside; Black & Veatch.

*Table 8. Water Bi-Monthly Base Charges [Original (2010) and Revised (2011) Analyses]*

Meter Size	Adopted FY Forecast FY Forecast FY Forecast FY			
	11/12	12/13	13/14	14/15 <sup>1</sup>
5/8"	\$ 27.81	\$ 30.66	\$ 31.88	\$ 33.16
1"	40.45	44.59	46.38	48.23
1 1/2"	61.52	67.82	70.54	73.36
2"	86.80	95.70	99.52	103.50
3"	145.79	160.73	167.16	173.85
4"	230.06	253.65	263.79	274.34
6"	440.75	485.92	505.36	525.57
8"	693.57	764.66	795.24	827.05

1. Rates for FY 15/16 were not covered in the original and revised analyses.

Sources: Town of Surfside; Black & Veatch.

<sup>1</sup> The proposed base charges in the Lower Interest Rate Analysis are lower than the forecasted charges in the Original and Revised Analyses which were completed in 2010 and 2011, respectively. The same result occurs for the Water Consumption Charges as well as for the Sewer and Storm Water forecasted charges shown later in this report.

*Table 9. Residential Customers - Water Consumption Charges (Lower Interest Rate Analysis)*

Description	Adopted FY 11/12	Forecast FY 12/13	Forecast FY 13/14	Forecast FY 14/15	Forecast FY 15/16
	Rate per 1,000 gal				
Block 1 (0 - 12,000 gal)	2.97	3.11	3.30	3.37	3.44
Block 2 (12,001 - 24,000 gal)	3.56	3.73	3.96	4.04	4.12
Block 3 (above 24,000 gal)	5.94	6.22	6.60	6.74	6.87

Sources: Town of Surfside; Black & Veatch.

*Table 10. Residential Customers - Water Consumption Charges [Original (2010) and Revised (2011) Rate Analyses]*

Description	Adopted FY 11/12	Forecast FY 12/13	Forecast FY 13/14	Forecast FY 14/15 <sup>1</sup>
	Rate per 1,000 gal			
Block 1 (0 - 12,000 gal)	2.97	3.27	3.40	3.54
Block 2 (12,001 - 24,000 gal)	3.56	3.93	4.09	4.25
Block 3 (above 24,000 gal)	5.94	6.55	6.81	7.08

1. Rates for FY 15/16 were not covered in the original and revised analyses.

Sources: Town of Surfside; Black & Veatch.





*Table 11. All Other Customers - Water Consumption Charges (Lower Interest Rate Analysis)*

Description	Adopted FY	Forecast	Forecast	Forecast	Forecast
	11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16
	Rate per 1,000 gal				
Uniform Rate	\$ 3.54	\$ 3.89	\$ 4.13	\$ 4.21	\$ 4.30

Sources: Town of Surfside; Black & Veatch.

*Table 12. All Other Customers - Water Consumption Charges [Original (2010) and Revised (2011) Rate Analyses]*

Description	Adopted FY	Forecast FY	Forecast FY	Forecast FY
	11/12	12/13	13/14	14/15 <sup>1</sup>
	Rate per 1,000 gal			
Uniform Rate	\$ 3.54	\$ 4.05	\$ 4.21	\$ 4.38

1. Rates for FY 15/16 were not covered in the original and revised analyses.

Sources: Town of Surfside; Black & Veatch.

## Sewer System Analysis

Based on input from the Town's utility engineering consultant Calvin, Giordano & Associates, Inc., the following table (Table 13) displays the Sewer Utility Capital Improvement Program and related funding sources. The CIP costs include an estimate to cover the cost of projected claims, change orders and general condition expenses. Each utility is allocated its share of utility bond proceeds. The rate levels found in this report are designed to replenish reserve funds at the end of the study period (FY 15/16). The bottom line of this table shows the remaining amount of CIP costs to be met by increased customer rates. In this case, the sewer project is fully funded from existing rates.

*Table 13. Sewer CIP, Sources and Uses of Funds*

Project	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16
General Items - Sewer Portion	\$ 1,000,000	\$ 233,651	\$ -	\$ -	\$ -
Sewer Lining & Repair	3,089,576	\$ 200,000			
Sewer Pump Station and Force Main	665,224				
Contingency - Sewer Portion	152,095	\$ 300,000			
Additional Quantities Items - Sewer Portion	1,857,300				
Bal Harbour/Surfside FM Project	1,650,000	-	-	-	-
Design/Studies/Permitting/Soft Costs - Sewer Portion	464,035	-	-	-	-
Change Orders - General Conditions - Sewer Portion	100,000	166,670	-	-	-
<b>Total Water Capital Projects</b>	<b>\$ 8,978,230</b>	<b>\$ 900,321</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Less: Outside Funding Sources					
Sewer Impact Fees	\$ 381	\$ 500	\$ 500	\$ 750	\$ 750
Restricted Net Assets - R&R	-	-	-	-	-
Unrestricted Assets	-	-	-	-	-
Bonds & Loans Proceeds	8,977,850	899,821	-	-	-
Carry-over from Prior FY	-	-	-	500	1,250
<b>Total Outside Funding</b>	<b>\$ 8,978,230</b>	<b>\$ 900,321</b>	<b>\$ 500</b>	<b>\$ 1,250</b>	<b>\$ 2,000</b>
Balance to Carry Over to Next FY or Amount to be Funded by Rates	\$ -	\$ -	\$ 500	\$ 1,250	\$ 2,000
<b>Net CIP Projects Funded from Rates</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Source: Town of Surfside; Black & Veatch.

The table on the next page (Table 14) illustrates the revenue requirements or pro forma of the sewer utility based on budgeted and anticipated revenues and expenditures of the utility. Note the transfer of funds from the water utility to the sewer utility help mitigate larger sewer rate increases. In FY 13/14, the Sewer Service revenues increase by an additional 3 percent to account for two new major properties connecting to and utilizing the sewer system: Beach House property and Best Western property. Sewage disposal costs are also assumed to increase by 3 percent to account for the additional demand incurred by these two properties. This pro forma analysis assumes sewer rate increases in each fiscal year beginning in FY 2012/13. Should the Town Commission desire, the amount of these rate increases could be absorbed from the Rate Stabilization Fund which at the end of FY 10/11, consisted of a balance of \$319,601 and Operating Reserves which at the end of FY 10/11, consisted of a balance of \$593,763.





*Table 14. Sewer Utility Revenue Requirements*

Description	Estimated FY 11/12	Forecast FY 12/13	Forecast FY 13/14	Forecast FY 14/15	Forecast FY 15/16
<b>Operating Revenue</b>					
Service Revenues and Interest	\$ 1,415,323	\$ 1,418,861	\$ 1,468,734	\$ 1,476,078	\$ 1,483,458
Total Operating Revenue	1,415,323	1,418,861	1,468,734	1,476,078	1,483,458
<b>Additional Rate Revenue Required</b>					
	<i>Year</i>	<i>Revenue Increase</i>	<i>Months Effective</i>		
	2011/12	0.00%	6	-	-
	2012/13	6.00%	12	-	-
	2013/14	5.00%	12	85,132	88,124
	2014/15	5.00%	12	77,843	88,565
	2015/16	5.00%	12	82,144	82,554
Total Additional Sewer Charge Revenue	-	85,132	165,967	248,940	336,867
Total Required Revenue	1,415,323	1,503,993	1,634,701	1,725,018	1,820,325
<b>O&amp;M Expenses</b>					
Personnel	159,735	162,131	163,037	165,483	167,965
Operations	126,934	124,954	126,203	127,465	128,740
Sewage Disposal (City of Miami Beach)	712,914	712,914	756,330	779,020	802,391
Total O&M Expenses	999,582	999,998	1,045,571	1,071,968	1,099,096
<b>Net Operating Income</b>	<b>415,741</b>	<b>503,994</b>	<b>589,130</b>	<b>653,050</b>	<b>721,229</b>
<b>Debt Service</b>					
Annual Debt Service (Estimated)	705,118	705,118	705,118	705,118	705,118
Total Debt Service	705,118	705,118	705,118	705,118	705,118
Calculated Debt Coverage Ratio	59%	71%	84%	93%	102%
Targeted Debt Coverage Ratio	115%	115%	115%	115%	115%
<b>Non-Operating Revenue</b>					
Interest Income	5,490	5,490	5,490	5,490	5,490
Transfer from Water Revenues	200,000	200,000	100,000	100,000	100,000
Total Non-Operating Revenue	205,490	205,490	105,490	105,490	105,490
<b>Non-Operating Expenses</b>					
Capital Outlay (excl Improvements)	-	-	-	-	-
Regions Bank Prepayment Penalty	14,700	-	-	-	-
Rate Funded Capital Projects	-	-	-	-	-
Total Non-Operating Expenses	14,700	-	-	-	-
<b>Net Income (Loss) <sup>1</sup></b>	<b>\$ (98,588)</b>	<b>\$ 4,366</b>	<b>\$ (10,498)</b>	<b>\$ 53,421</b>	<b>\$ 121,601</b>

1. Positive net income to be applied to fund balances.

Source: Town of Surfside; Black & Veatch.

Table 15 presents the fund balance information for the sewer utility system. Note that the water utility and sewer utility are part of the same enterprise fund. Based on assumptions and data provided for this analysis, reserve fund targets are projected to be met or exceeded by FY 15/16. As mentioned earlier in this report, because Rate Stabilization and Operating Reserve funds exceed target, these funds could be used to absorb the rate increases presented in this report.

*Table 15. Sewer Utility Reserve Fund Analysis*

Description	Estimated FY 11/12	Forecast FY 12/13	Forecast FY 13/14	Forecast FY 14/15	Forecast FY 15/16
<b>Total Fund Equity - Sewer Only</b>					
Beginning FY 11/12 Balance <sup>1</sup>	\$ 1,486,963	See below for fund balance allocation (dependent on Town approval)			
<b>Restricted Net Assets - Renewal &amp; Replacement Reserves</b>					
Beginning Balance	\$ 574,140	\$ 574,140	\$ 578,506	\$ 579,006	\$ 633,677
Restricted Net Assets to Fund Sewer CIP Projects	-	-	-	-	-
Surplus from CIP Program (after bond issue)	-	-	500	1,250	2,000
Deposit from Positive Net Income	-	4,366	-	53,421	121,601
<b>Ending Balance</b>	<b>\$ 574,140</b>	<b>\$ 578,506</b>	<b>\$ 579,006</b>	<b>\$ 633,677</b>	<b>\$ 757,279</b>
Target Balance: 50% of 5-Year Annualized CIP	987,855	987,855	987,855	987,855	987,855
<b>Restricted Net Assets - Rate Stabilization Reserves</b>					
Beginning Balance	\$ 319,061	\$ 319,061	\$ 319,061	\$ 319,061	\$ 319,061
Transfer to Operating Reserves	-	-	-	-	-
<b>Ending Balance</b>	<b>\$ 319,061</b>	<b>\$ 319,061</b>	<b>\$ 319,061</b>	<b>\$ 319,061</b>	<b>\$ 319,061</b>
Target Balance: Up to 10% of Rate Revenues	141,532	150,399	163,470	172,502	182,033
<b>Unrestricted Net Assets - Operating Reserves</b>					
Beginning Balance	\$ 593,763	\$ 495,175	\$ 495,175	\$ 484,677	\$ 484,677
Unrestricted Net Assets to Fund Negative Net Income	(98,588)	-	(10,498)	-	-
Transfer from Rate Stabilization Reserves	-	-	-	-	-
<b>Ending Balance</b>	<b>\$ 495,175</b>	<b>\$ 495,175</b>	<b>\$ 484,677</b>	<b>\$ 484,677</b>	<b>\$ 484,677</b>
Target Balance: Up to 25% of Current Year O&M	249,896	250,000	261,393	267,992	274,774

1. The Sewer Utility's share of total fund equity balance is equal to 49 percent. This figure is based on the Sewer Utility's proportion of capital projects to all utility capital projects.

Source: Town of Surfside; Black & Veatch.

To conclude the analysis for the sewer utility, the following tables illustrate the uniform flow rate and bi-monthly base charge for all sewer customers. For a comparative analysis, we list tables for each component of a customer's sewer bill: 1) the proposed rates incorporating the lower interest rate analysis, and 2) the sewer rates derived from the original and revised rate analyses conducted in 2010 and 2011, respectively. Similar to the results for the water utility, proposed sewer rates in the Lower Interest Rate Analysis approach are lower than those projected in the original and revised analyses in each corresponding year.

*Table 16. All Customers – Sewer Uniform Flow Rate and Bi-Monthly Base Charge (Lower Interest Rate Analysis)*

Description	Adopted FY 11/12	Forecast FY 12/13	Forecast FY 13/14	Forecast FY 14/15	Forecast FY 15/16
	Rate per 1,000 gal				
Uniform Flow Rate	\$ 5.41	\$ 5.82	\$ 6.29	\$ 6.61	\$ 6.94
	Rate per 1,000 gal				
Bi-Monthly Fixed Charge	\$ 6.88	\$ 7.16	\$ 7.75	\$ 8.14	\$ 8.54

Sources: Town of Surfside; Black & Veatch.

*Table 17. All Customers – Sewer Uniform Flow Rate and Bi-Monthly Base Charge [Original (2010) and Revised (2011) Rate Analyses]*

Description	Adopted FY 11/12	Forecast FY 12/13	Forecast FY 13/14	Forecast FY 14/15 <sup>1</sup>
	Rate per 1,000 gal			
Uniform Flow Rate	\$ 5.41	\$ 6.31	\$ 6.62	\$ 6.95
	Rate per 1,000 gal			
Bi-Monthly Fixed Charge	\$ 6.88	\$ 8.01	\$ 8.41	\$ 8.83

1. Rates for FY 15/16 were not covered in the original and revised analyses.

Sources: Town of Surfside; Black & Veatch.



### Storm Water System Analysis

Based on input from the Town's utility engineering consultant Calvin, Giordano & Associates, Inc., the following table (Table 18) displays the Storm Water Utility Capital Improvement Program and related funding sources. The CIP costs include an estimate to cover the cost of projected claims, change orders and general condition expenses. Each utility is allocated its share of utility bond proceeds. The rate levels found in this report are designed to replenish reserve funds at the end of the study period (FY 15/16). The bottom line of this table shows the remaining amount of CIP costs to be met by increased customer rates. In this case, the storm water project is fully funded from existing rates.

*Table 18. Storm Water CIP, Sources and Uses of Funds*

Project	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16
General Items - Stormwater Portion	\$ 359,698	\$ 100,000	\$ -	\$ -	\$ -
Drainage Improvements	1,947,135	200,000	-	-	-
Contingency - Stormwater Portion	68,466	100,000	-	-	-
Allowances - Stormwater Portion	105,000	-	-	-	-
Additional Quantities Items - Stormwater Portion	50,000	-	-	-	-
Design/Studies/Permitting/Soft Costs - Stormwater Portion	933,840	-	-	-	-
Change Orders - Drainage System	-	69,876	-	-	-
Change Orders - General Conditions - Stormwater Portion	100,000	198,905	-	-	-
<b>Total Stormwater Capital Projects</b>	<b>\$ 3,564,139</b>	<b>\$ 668,781</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Less: Outside Funding Sources					
Restricted Net Assets - R&R	-	-	-	-	-
Unrestricted Assets	-	-	-	-	-
FDEP Grants	986,000	-	-	-	-
Bonds & Loans Proceeds	2,578,139	668,781	-	-	-
Carry-over from Prior FY	-	0	0	0	0
<b>Total Outside Funding</b>	<b>\$ 3,564,139</b>	<b>\$ 668,781</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
Balance to Carry Over to Next FY or Amount to be Funded by Rates	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Net CIP Projects Funded from Rates</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Source: Town of Surfside; Black & Veatch.

The table on the next page (Table 19) illustrates the revenue requirements or pro forma of the storm water utility based on budgeted and anticipated revenues and expenditures of the utility. This pro forma analysis assumes modest rate increases in FY 2012/13 and FY 2013/14. Should the Town Commission desire, the amount of these rate increases could be absorbed from the Rate Stabilization Fund, which at the end of FY 10/11 consisted of a balance of \$104,183.

Table 19. Storm Water Utility Revenue Requirements

Description	Estimated FY 11/12	Forecast FY 12/13	Forecast FY 13/14	Forecast FY 14/15	Forecast FY 15/16
<b>Operating Revenue</b>					
Stormwater Revenue	\$ 487,000	\$ 488,218	\$ 490,659	\$ 493,112	\$ 495,577
Total Operating Revenue	487,000	488,218	490,659	493,112	495,577
<b>Additional Rate Revenue Required</b>					
	<i>Revenue Increase</i>	<i>Months Effective</i>			
Year					
2011/12	0.00%	6	-	-	-
2012/13	2.00%	12	-	9,764	9,912
2013/14	2.00%	12	-	10,009	10,110
2014/15	0.00%	12	-	-	-
2015/16	0.00%	12	-	-	-
Total Additional Stormwater Rate Revenue	-	9,764	19,823	19,922	20,021
Total Required Revenue	487,000	497,982	510,481	513,034	515,599
<b>O&amp;M Expenses</b>					
Personnel	72,241	73,325	74,424	75,541	76,674
Operations	102,327	103,350	104,384	105,428	106,482
Total O&M Expenses	174,568	176,675	178,808	180,968	183,156
<b>Net Operating Income</b>	<b>312,432</b>	<b>321,307</b>	<b>331,673</b>	<b>332,065</b>	<b>332,443</b>
<b>Debt Service</b>					
Annual Debt Service (Estimated)	230,243	230,243	230,243	230,243	230,243
Total Debt Service	230,243	230,243	230,243	230,243	230,243
Calculated Debt Coverage Ratio	136%	140%	144%	144%	144%
Targeted Debt Coverage Ratio	115%	115%	115%	115%	115%
<b>Non-Operating Expenses</b>					
Capital Outlay (excl Improvements)	-	-	-	-	-
Regions Bank Prepayment Penalty	4,800	-	-	-	-
Rate Funded Capital Projects	-	-	-	-	-
Total Non-Operating Expenses	4,800	-	-	-	-
<b>Net Income (Loss) <sup>1</sup></b>	<b>\$ 77,389</b>	<b>\$ 91,064</b>	<b>\$ 101,430</b>	<b>\$ 101,823</b>	<b>\$ 102,200</b>

1. Positive net income to be applied to fund balances.

Source: Town of Surfside; Black & Veatch.





Table 20 presents the fund balance information for the storm water utility system. Based on assumptions and data provided for this analysis, reserve fund levels are projected to be above target by FY 15/16. As mentioned earlier in this report, because Rate Stabilization funds exceed target, these funds could be used to absorb the rate increases presented in this report.

*Table 20. Storm Water Utility Reserve Fund Analysis*

Description	Estimated FY 11/12	Forecast FY 12/13	Forecast FY 13/14	Forecast FY 14/15	Forecast FY 15/16
<b>Total Fund Equity</b>					
Beginning FY 11/12 Balance <sup>1</sup>	\$ 485,539	See below for fund balance allocation (dependent on Town approval)			
<b>Restricted Net Assets - Renewal &amp; Replacement Reserves</b>					
Beginning Balance	\$ 187,474	\$ 187,474	\$ 278,539	\$ 379,969	\$ 481,791
Restricted Net Assets to Fund Storm Water CIP Projects	-	-	-	-	-
Transfer from W/S Fund	-	-	-	-	-
Surplus from CIP Program (after bond issue)	-	-	-	-	-
Deposit from Positive Net Income	-	91,064	101,430	101,823	102,200
<b>Ending Balance</b>	<b>\$ 187,474</b>	<b>\$ 278,539</b>	<b>\$ 379,969</b>	<b>\$ 481,791</b>	<b>\$ 583,992</b>
Target Balance: 50% of 5-Year Annualized CIP	423,292	423,292	423,292	423,292	423,292
<b>Restricted Net Assets - Rate Stabilization Reserves</b>					
Beginning Balance	\$ 104,183	\$ 104,183	\$ 104,183	\$ 104,183	\$ 104,183
Deposit from Positive Net Income	-	-	-	-	-
<b>Ending Balance</b>	<b>\$ 104,183</b>	<b>\$ 104,183</b>	<b>\$ 104,183</b>	<b>\$ 104,183</b>	<b>\$ 104,183</b>
Target Balance: Up to 10% of Rate Revenues	48,700	49,798	51,048	51,303	51,560
<b>Unrestricted Net Assets - Operating Reserves</b>					
Beginning Balance	\$ 193,882	\$ 193,882	\$ 193,882	\$ 193,882	\$ 193,882
Unrestricted Net Assets to Fund Storm Water CIP Projects	-	-	-	-	-
Deposit from Positive Net Income	-	-	-	-	-
<b>Ending Balance</b>	<b>\$ 193,882</b>	<b>\$ 193,882</b>	<b>\$ 193,882</b>	<b>\$ 193,882</b>	<b>\$ 193,882</b>
Target Balance: Up to 25% of Current Year O&M	43,642	44,169	44,702	45,242	45,789

1. The Storm Water Utility's share of total fund equity balance is equal to 16 percent. This figure is based on the Storm Water Utility's proportion of capital projects to all utility capital projects.

Source: Town of Surfside; Black & Veatch.

The table below (Table 21) presents the FY 2011/12 adopted monthly storm water rates as well as projected rates for the remainder of the study period.

*Table 21. Storm Water Utility Rates*

Service Type	Adopted FY 11/12	Forecast FY 12/13	Forecast FY 13/14	Forecast FY 14/15	Forecast FY 15/16
Single Family Residential (1.0 ERU)	\$ 10.70	\$ 10.91	\$ 11.13	\$ 11.13	\$ 11.13
Multi Family Residential (1.0 ERU per dwelling unit)	\$ 10.70	\$ 10.91	\$ 11.13	\$ 11.13	\$ 11.13
Place of Worship (0.5 ERU per 1,300 sq. ft. of impervious area)	\$ 5.35	\$ 5.46	\$ 5.57	\$ 5.57	\$ 5.57
Non Residential Developed Property excluding Places of Worship (1.25 ERU per 1,300 sq. ft. of impervious area)	\$ 13.38	\$ 13.65	\$ 13.92	\$ 13.92	\$ 13.92

Sources: Town of Surfside; Black & Veatch.

<b>PLANNING &amp; ZONING - DESIGN REVIEW BOARD</b>	
Peter Glynn (Dietch)	3
Brian Roller (Cohen)	5
Vacant (Gielchinsky)	4
Lindsay Lecour (Karukin)	2
Judith Frankel (Paul)	1
Jorge Gutierrez ( <i>Design Review Board</i> )	
Vacant ( <i>Design Review Board</i> )	
Commissioner Gielchinsky (Liaison)	
<b>PERSONNEL APPEALS BOARD</b>	
Victor May (Dietch)	
Vacant (Cohen)	
Dou Schochet (Gielchinsky)	
Vacant (Karukin)	
Norma Parron (Paul)	
Commissioner Karukin (Liaison)	
<b>PARKS &amp; RECREATION COMMITTEE</b>	
Eliana Salzhauer (Dietch)	
Shlomo Danzinger (Cohen)	
Mitchell Gottlieb (Gielchinsky)	
Retta Logan (Karukin)	
Jeffrey Platt (Paul)	
Arnie Notkin - Member Emeritus	
Commissioner Paul (Liaison)	
<b>TOURIST BOARD</b>	
Barbara Cohen (Dietch)	
Jennifer Zawid (Cohen)	
Terry Cohen (Gielchinsky)	
Jessica Weiss (Karukin)	
Marianne Meiseid (Paul)	
Vice Mayor Cohen (Liaison)	
<b>PENSION BOARD</b>	
Julio Torres (PD Elect)	
Yamileth Slate-McCloud (Employee Elect)	
Guillermo Olmedillo (Secretary)	
N. Abraham Issa (Resident) - Appointed by Commission	
Staci K. Shanahan (Resident) - Appointed by Commission	

<b>POLICE OFFICERS PENSION TRUST</b>
Loxley Arch III (PD Elected)
John Gentile (PD Elected)
Joe Matthews (PD Elected)
Vacant (Resident) - Appointed by Commission
Vacant (Resident) - Appointed by Commission
<b>Environmentl and Sustainability Resources Sub-Committee</b>
Lou Cohen (Dietch)
ReedKandalaft (Cohen)
Bertha Goldenberg (Gielchinsky)
Vacant (Karukin)
Larisa Alonso (Paul)
Mayor Dietch (Liaison)

14-Apr-16





**TOWN OF SURFSIDE  
Discussion Item**

**Agenda Item #** 9B

**Agenda Date:** May 10, 2016

**From:** Guillermo Olmedillo, Town Manager

**Subject:** Construction hours and notice

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**Background:** From time to time the Town of Surfside receives complaints by neighboring residents as to the conduct and practices of contractors building or rehabilitating buildings in the Town.

The Town of Surfside Code Section 54-79 states that noises associated with construction are not permitted on Sundays and all federal holidays and shall be prohibited between the hours of 6:00 p.m. and 8:00 a.m. Monday through Saturday. While the Code regulates noise, it does not specifically regulate the hours when construction activities may take place. This creates confusion and enforcement difficulties. I would like to clarify that construction may only occur between the hours of 8:00 am and 6:00 pm Monday through Saturday, and are prohibited on Sundays and all federal holidays, providing for penalties and enforcement. Should there be a need to work outside of this schedule, contractors must request approval from the Town Commission.

In addition, it would be advisable for the Town to require contractors to post notice signs to state that it is an active construction site, and to provide contact information for complaints or concerns. I suggest registered that mail notices be sent to properties 300 feet around the construction site stating the date of commencement and planned conclusion date.

**Recommendation:** Direct the Administration to create an ordinance to clarify construction hours and contractors' notice requirements.



## TOWN OF SURFSIDE

MUNICIPAL BUILDING  
9293 HARDING AVENUE  
SURFSIDE, FLORIDA 33154-3009  
Telephone (305) 861-4863

### DISCUSSION ITEM MEMORANDUM

**From:** Guillermo Olmedillo, Town Manager

**Agenda Item:** # 9C

**Agenda Date:** May 10, 2016

**Subject:** Town Commission "Liaison" "Ex-Officio"

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**Background:** The definition, role, duties, and responsibilities of a Town Commission liaison/ex-officio to a Board/Committee are not defined in the Town Charter or Code of Ordinances and have not been defined by Florida Statute or applicable case law. The American Heritage Dictionary of the English Language, Merriam-Webster Dictionary the Oxford Dictionary and Black's Law Dictionary all provide definitions of the term but do not specify the role, duties, and responsibilities of a liaison or ex-officio member.

- The American Heritage Dictionary of the English Language defines "liaison" as, inter alia, an instance or means of communication between bodies, groups or units; a close relationship.
- Merriam-Webster defines "liaison" as communication for establishing and maintaining mutual understanding and cooperation; one that establishes and maintains communication for mutual understanding and cooperation and defines "ex-officio" as by virtue or because of an office.
- The Oxford Dictionaries defines "liaison" as communication or cooperation that facilitates a close working relationship between people or organizations; a person who acts as a link to assist communication or cooperation between groups of people and defines "ex-officio" as by virtue of one's position or status.
- Black's Law Dictionary defines liaison as "Communicators for two entities; typically, a corporate situation or an Entity responsible for communications from one party to another" and ex officio as "From office; by virtue of the office; without any other warrant or appointment than that resulting from the holding of a particular office. Powers may be exercised by an officer which are not specifically conferred upon him, but are necessarily implied in his office."

**Recommendation:** I recommend this Town Commission discuss the definition, role, duties, and responsibilities as well as clarify the term "Liaison," and "Ex-officio" for those non-voting Commission members appointed by the Mayor as the "Liaison" or "Ex-Officio" to a Town Committee or Board.





## Town of Surfside Commission Communication

**Agenda Item #** 9E

**Agenda Date:** May 10, 2016

**Subject:** Post Office Parking Lot Potential Opportunity.

**Background:** The Administration was approached by Mr. Andrew Spodek, the owner of the Post Office Building, to renew discussions on the Town's intentions for the Post Office Parking Lot. A meeting was held with him on April 21, 2016. The Town has met several times on this matter over the last few years with his father Mr. Lenny Spodek, who is recently deceased.

**Analysis:** The Town Commission authorized the issuance of a Request for Proposal (RFP) for the development of a parking structure for this site. This completed RFP is presently awaiting the direction from the Town Commission at the end of this meeting.

While the Post Office site does not address the overall deficiency outlined in the Parking Structure Feasibility Study, it would provide some relief to the parking space requirements presently authorized for nearby developments that are contributing to the Parking Trust Fund. A parking structure on this site would additionally provide relief to the parking situation in the business district.

Mr. Spodek is seeking detailed architectural renderings for the Post Office site which identify a number of options for additional commercial use on the site in addition to parking and a new Post Office to subsidize the construction cost. He is also requesting accompanying financial reviews before entertaining the possibility of negotiations for a public private development for the site. Mr. Spodek would assume the role of developer.

**Budget Impact:** \$25,000 is required for architectural services, to be provided by an existing Town approved firm, and for further financial review by Lambert Advisory, the Town's authorized advisor on parking initiatives.

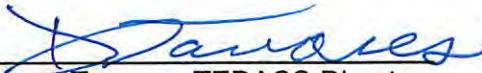
Lambert Advisory would also be retained to assist the Town with the negotiations with Mr. Spodek if he is amenable after reviewing the renderings and financial reports. The subsequent negotiations and creation of a development agreement would cost \$25,000.

Total requirement: \$50,000 from the Parking Trust Fund.

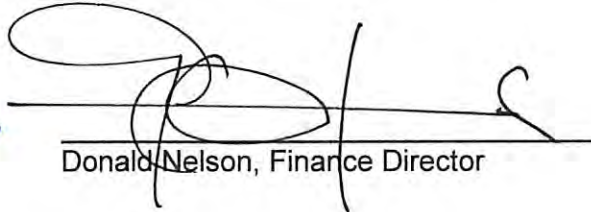
**Staff Impact:** To be determined. Staff would be required to assist the architectural firm and Lambert Advisory as well as be involved in the development of a final agreement to come before the Town Commission.

**Recommendation:**

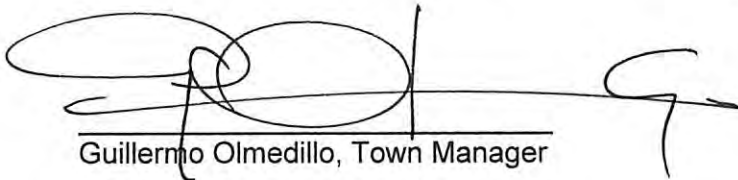
- 1) Seeking Town Commission direction for the Administration to complete architectural renderings and financial reviews for the Post Office site at a cost of \$25,000.
- 2) If the above is approved to move forward, the Administration requires authorization to negotiate with Mr. Spodek on the best possible outcome for the Town in the development of a parking structure on this site. An agreement, if reached, would be brought before the Town Commission for review and authorization. Cost: \$25,000.
- 3) The Administration is also seeking Town Commission direction on the existing RFP process: either the authorization to cease moving forward with the RFP for this site or to suspend the release of the RFP pending the outcome of the above.



Duncan Tavares, TEDACS Director



Donald Nelson, Finance Director



Guillermo Olmedillo, Town Manager





## Town of Surfside Commission Communication

**Agenda #:** 9F  
**Agenda Date:** May 10, 2016  
**Subject:** Town Asset Maximization Diagrams  
**From:** Guillermo Olmedillo, Town Manager

**Background:** The goal of Staff is to start finding ways of making the best use of the various assets the Town has to arrive at the creation of a better sense of community. The Assets Inventory Diagram simply identifies and maps all the properties that the Town has to work with including:

- Town-owned properties
  - Street-end park and green areas
  - Town parks
  - Community Center
  - Town Hall property
  - Parking Lots
  - Post Office location
  
- Assets that are an amenity to the Town
  - Beachfront hard pack
  - Beach
  - Commercially active 'main street' of the business district

The **Opportunities Diagram** maps out how several of the assets can be networked into a connected strategy. This could lead to better linkages between the various assets and to a potential Town-wide, distributive programming of use areas that could include areas for passive uses, maybe increased access to the water, and a bike route with increased traffic safety.

The **Neighborhood Strategy Diagram** proposes how the Town could be organized if the residential areas west of Harding Ave were 'gated' or had controlled vehicular access only. It proposes changing the zoning on the entire block lining the west side of

Harding from H30A to H30C and promoting some level of property aggregation. This would also require a land use plan amendment to support the multifamily uses permitted in the H30C and ultimately a referendum. As a tradeoff, a zoning change to the landscape buffering requirements could be adopted to require that any development on an H30C lot that fronts or is abutting an H30A or H30B parcel or lot, then a 50-foot wide landscape buffer shall be provided for public access and for perpetual public use (this could be augmented with a design standard to require specific planting, paving, lighting, and street furnishings at regular intervals). The resultant product would provide two major components:

- It would establish the framework for redevelopment to provide an amenity on its westernmost edge that would eventually result in a continuous linear park buffering the development fronting Harding from the 'gated' single family home area, resulting in a linear park 'spine' that would run the entire north-south length of the Town better connecting the single family residential areas to the Town's business district; and
- If controlled vehicular access points are desired similar to those in Bal Harbour, then this would allow those to be located westward from Harding Avenue closest to Abbott Ave, which would allow for the queuing of up to 8 vehicles in a single lane as they approach the control points.





# TOWN ASSET MAXIMIZATION PROJECT

## NEIGHBORHOOD CONNECTIVITY OPPORTUNITIES

TOWN OF SURFSIDE







# Town of Surfside Commission Communication

**Agenda Item #** 9G

**Agenda Date:** May 10, 2016

**Subject:** April 19, 2016 Town Traffic and Parking Mitigation Meeting

**Background:** In the March 8<sup>th</sup>, 2016, Town Commission Meeting, the Town Commission directed Staff to hold a Town meeting to share traffic & parking mitigation efforts to date, projects, ideas, recommendations and most importantly to hear feedback from the community.

**Analysis:**

A Traffic & Parking Mitigation Town meeting was held on April 19, 2016. Approximately seventy (70) residents attended the meeting. Florida Department of Transportation representatives were also in attendance. Staff made a presentation of the traffic and parking mitigation actions that have been implemented. Those actions include the following:

The 9500 block of Byron Avenue was improved by reducing the traffic circle and adding four curb extensions (two at the beginning of the block and two midblock). A speed bump was installed between the two midblock curb extensions.

Additional Speed Bumps have been ordered and others have been installed at the following locations:

- 9300 block of Byron Avenue
- 9400 block of Byron Avenue
- 9100 block of Bay Drive
- 9200 block of Bay Drive
- 9000 block of Byron Avenue
- 9000 block of Abbott Avenue

Stop Bar Reflectors were installed at the following locations:

- 95 Street & Byron Avenue
- 94 Street & Byron Avenue



- 93 Street & Byron Avenue
- 91 Street & Byron Avenue
- 91 Street & Dickens Avenue
- 91 Street & Froude Avenue
- 88 Street & Carlyle Avenue
- 88 Street & Froude Avenue

New stops signs were installed for east / west traffic at 93rd Street & Byron Avenue, making it a four way stop intersection.

## LOADING ZONES

To reduce double parking occurrences on Harding Avenue in the Business District and reduce the associated noise in the residential areas additional Loading Zones were created and became effective on 03-04-2016. The Loading Zones are active Monday-Friday, 6am-10am, at the following locations:

- 9500 Block of Harding Avenue (West-side)
- 9400 Block of Harding Avenue (West-side)
- 95th Street between Harding Ave. and Abbott Ave. (South-side)

## TAXI STAND RELOCATION

The Taxi Stand in the 300 Block of 95th Street (between Harding Ave, and Abbott Ave.) was turned into a Loading Zone

A new Taxi Stand area was created in the 9400 Block of Collins Avenue on the West-side of the street by the Grand Beach Hotel West

In addition to presenting the actions taken to date, Staff presented some recommendations and potential projects planned regarding further traffic and parking mitigation efforts. Included in the proposed projects are Loop Detectors for intersections at 93<sup>rd</sup>, 94<sup>th</sup>, and 95<sup>th</sup>, Street on Harding Avenue. Triangular Islands that can be installed on the west side of Harding Avenue in order to prevent drivers from entering the residential neighborhoods from east of Harding Avenue. Those islands would allow for vehicles traveling south on Harding Avenue to turn right into the residential neighborhoods. Vehicles exiting the residential neighborhood traveling east on 92<sup>nd</sup> Street for example would be directed to turn right and go south on Harding Avenue. Modified traffic patterns of one-way roads on the corridor streets between Collins and Harding Avenues were discussed. Crosswalks with Rapid Rectangular Flashing Beacons (RRFB's) were discussed for the Business District and several other locations on Collins Avenue and Harding Avenue. Ideas such as making every intersection in the residential area a four way stop intersection and even creating a Special Taxing District / Gated Community were mentioned and debated. Moving the traffic signal from Byron Avenue & 96 Street to Abbott Avenue & 96 Street was also discussed. FDOT representatives made a brief

presentation that included a traffic flow model animation with the light at 96 Street & Abbott Avenue. The model presented displayed the 9500 block of Abbott Avenue with a single traffic lane for northbound travel and a single traffic lane for vehicles traveling southbound. The FDOT representatives explained moving this traffic signal to Abbott Avenue would not work due to the proximity of that traffic signal with the Harding Avenue signal and the potential for backups generating block the box issues at the Abbott intersection.

Parking mitigation ideas included a proposal of adding a total of 44 new parking spaces. There would be 17 parking spaces added in the 100 blocks along the Collins Avenue corridor (beach street ends). 20 parking spaces would be created on the west side of Collins Avenue in the 8800 and 8900 blocks and 7 spaces would be generated on the two streets proposed to be one-way traffic at 89<sup>th</sup> and 90<sup>th</sup> between Collins and Harding Avenues.

At the conclusion of the staff's presentation the meeting was opened to the public. The vast majority of those in attendance spoke. The following is a synopsis of residents' complaints, recommendations and comments:

#### Complaints:

- Several expressed disapproval for placing a red light at 96 Street and Abbott Avenue
- Lack of parking spaces in business district
- Congestion on Collins Avenue
- Too much vehicles traveling in the 9500 block of Byron Avenue
- Prohibit construction workers to park in Town parking lots
- Congestion at Publix
- 90th Street and Harding Avenue – dangerous for anyone crossing by foot or vehicle / against new or additional parking spaces in the area
- Several opposed to making the west side of 8800 and 8900 block of Collins Avenue parking spaces
- Against having extra loading zone spaces on 95th Street
- Against closing / blocking streets due to it is temporary and drivers will figure out an alternate route – offered no solution
- Against the recommendation of making Surfside a “maze”

#### Recommendations:

- Instead of parallel parking in the business district, make it angled parking
- Synchronizing of the traffic lights
- Construction workers should park in Haulover
- Several in favor of a gated community / others against it – recommended a study
- Due to the future construction of Bal Harbour shops, everyone needs to be cognizant before making changes
- Allow left turns from 96 Street and Bay Drive during certain hours (in the morning and afternoon due to school hours)
- Designate 2 lanes an egress and 2 lanes an ingress

- Need a parking structure and a mass transit system because of the lack of parking spaces
- Change the traffic flow going in and out of Publix
- Install stop signs at every intersection
- Reduce the lanes on Collins and Harding Avenue from 3 lanes to 2 lanes
- Create a system of a maze to deter people from coming into the neighborhood – such as one ways and installing sidewalks
- Several in favor of needing a comprehensive plan with the help of traffic engineers and putting more thought into it before making changes – everything is temporary, one has to see the long-term effects
- Installation of sidewalks
- Creating a traffic committee
- Install more flashing lights at the stop sign
- Increase the height of the cement barrier on 88 Street because of all the violators who cross it to make the illegal turn to go west on 88 Street
- Installing a left turning lane at 95 Street and Harding Avenue – the captain addressed this indicating it was in the plan of the Shul expansion

Comments:

- In favor of 92 Street and Harding Avenue recommendation
- Opposed to recommendation of having the 9500 block of Bryon Avenue with Southbound traffic flow
- Byron Avenue has the burden of traffic
- Several in favor of the already existing traffic calming devices
- A couple of people opposed to Indian Creek residents using “their” road (91st Street). Constant high vehicular and commercial traffic, speeders – Town manager addressed that it is a Public Roadway
- Police should start using “quotas” in writing tickets to those who constantly run stops signs and speed in her neighborhood. This will prove a point and will generate a lot of money for the department.
- One resident wants an officer to be parked on her street to enforce the stop sign because of constant violators
- One expressed that she would like a loading zone in front of her condominium building on Collins Avenue
- Every Street has a problem – everyone needs to work together to find a solution
- Several praised the police department for the constant traffic enforcement at 95 Street / Byron Avenue and 88 Street / Byron Avenue

In conclusion, the residents were not in agreement on any of the proposals except installing additional stop bar reflectors and speed calming tables.

  
 David Allen, Chief of Police

  
 Guillermo Olmedillo, Town Manager



**Town of Surfside  
Town Commission Meeting  
May 10, 2016  
7:00 pm**

Town Hall Commission Chambers - 9293 Harding Avenue, 2<sup>nd</sup> Floor  
Surfside, FL 33154

**Agenda #:** 9H  
**Date:** May 10, 2016  
**From:** Daniel Dietch, Mayor  
**Subject:** Ad-Hoc Citizen Traffic Mitigation Advisory Committee

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**Objective:** To seek direction from the Town Commission whether it desires to constitute an Ad-Hoc Citizen Traffic Mitigation Advisory Committee to support the development and implementation of the Town's Comprehensive Traffic Mitigation Program.

**Consideration:** The Town has been actively managing local and regional traffic through a variety of initiatives. Most recently, the Town Commission directed the Town Administration to convene a public workshop on traffic mitigation and parking solutions, which was held on Tuesday, April 19<sup>th</sup>. Amongst the many ideas shared by the public was to create an Ad-Hoc Citizen Traffic Mitigation Advisory Committee. This concept has been successfully utilized by the Town on matters such as the Utility Upgrade Project as well as the Downtown Vision Advisory Committee. While many options may be considered, I offer the following for your consideration:

**Membership:** Five (5) residents each appointed by an Elected Official (two (2) that reside on Collins or Harding Avenue, one (1) that resides on Byron Avenue north of 94<sup>th</sup> Street, one (1) that resides south of Surfside Boulevard and one (1) that resides north of Surfside Boulevard)

**Staff Liaison:** Town Manager

**Function:** Sounding board for the development of the Comprehensive Traffic Mitigation Program and new initiatives

**Duration:** Three (3) meetings and three (3) months in duration

**Recommendation:** Direct the Town Administration to develop a charter for an Ad-Hoc Citizen Traffic Mitigation Advisory Committee based on input provided by the Town Commission this evening to be presented to the Town Commission for ratification and appointments at the June 14<sup>th</sup> Commission Meeting.





**Town of Surfside  
Town Commission Meeting**

**May 10, 2016**

**7:00 pm**

Town Hall Commission Chambers - 9293 Harding Avenue, 2<sup>nd</sup> Floor  
Surfside, FL 33154

**Agenda #:** 9I  
**Date:** May 10, 2016  
**From:** Guillermo Olmedillo, Town Manager  
**Subject:** Sustainability Subcommittee of Planning and Zoning

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**Background:** At the April 12, 2016 Town Commission meeting, the Town Commission abolished the Coastal Issues Committee and decided to create an advisory Sustainability Subcommittee of the Planning and Zoning Board to address sea level rise, environmental and sustainability strategies. Mayor Daniel Dietch was appointed by the Town Commission to serve as liaison to the Sustainability Subcommittee. The Town Commission recommended that the Planning and Zoning Board should also appoint a liaison to the Sustainability Subcommittee. It is envisioned that the Sustainability Subcommittee will convene periodically and report back to the Planning and Zoning Board. The Town Administration was directed to prepare a draft Sustainability Subcommittee Charter for the Town Commission to consider, which will then be referred to the Planning and Zoning Board for consideration and approval. (Attachment "A")

**Recommendation:** For the Town Commission to provide specific feedback on the draft Sustainability Subcommittee Charter.

## Attachment "A"

### Sustainability Subcommittee Charter

The Sustainability Subcommittee Charter establishes the framework to constitute and convene a Planning and Zoning Advisory Subcommittee that meets periodically.

**Purpose:** The purpose of the Sustainability Subcommittee is to study and recommend policies and programs that strengthen the resiliency of our community, improves natural and engineered resources, prevents harm to the natural and built environment, and benefit the social, economic and environmental wellbeing of the community for present and future generations. In accordance with the Regional Climate Action Plan, there is a need to develop planning and zoning policies, strategies and standards that will serve to reduce future risk and economic losses associated with climate change, sea level rise and flooding to foster sustainable growth patterns, multi-modal transportation options, transit, mixed use development, and the use of sustainable building techniques.

**Membership:** The Sustainability Subcommittee will be comprised of five members who are registered qualified electors of Miami-Dade County whose legal residence is in the Town of Surfside. The Mayor and Commissioners will each appoint one member. The Sustainability Subcommittee will include a nonvoting liaison from the Town Commission and a nonvoting liaison from the Planning and Zoning Board.


**Goals:** The Subcommittee's goals include:

1. Adapting and mitigating to climate change and sea level rise;
2. Promoting green and sustainable building, construction and operations;
3. Protecting, restoring, optimizing and creating green spaces;
4. Improving alternative transportation and mobility; and
5. Increased environmental awareness and stewardship of our treasured ecosystems.

**Organization:** The Sustainability Subcommittee will meet periodically. In addition to appointed members, the Sustainability Subcommittee meetings will be open to members of the public. The Sustainability Subcommittee will comply with all applicable provisions of law on the Florida Sunshine Law, public hearings, public notice and all applicable code of ethics and conflict of interest laws.



**TOWN OF SURFSIDE  
Discussion Item**

**Agenda Item #** 9J  
**Agenda Date:** May 10, 2016  
**From:** Commissioner Tina Paul   
**Subject:** Demolition permitting for Single Family Homes in the H30A and H30B districts

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**Background:** Surfside was originally developed as a vibrant beachside town that integrated resorts, residences and businesses. The majority of single family homes in Surfside were built by the 1950's. Our neighborhood possesses a high artistic value that represents a distinguishable collective entity. The houses in the H30A and H30B districts reflect the pattern of development and evolution of architectural styles that historically defined the character of Surfside. Many homes have various tropical concrete blocks that serve as a continuous design element throughout the neighborhood. This includes embellishments of Streamline Moderne with rounded corners or MiMo elements with strong geometric forms. These homes contribute to the character, integrity and historic context of the neighborhood. Historic preservation is the link we have between past and present and the two need to exist together as an example of the riches and charm of our cultural heritage.

As the Town experiences growth and development, some homes within the H30A and H30B districts are being demolished for new homes. Demolition permits are issued, homes are demolished, and the lots remain vacant for undetermined amounts of time before a new home is built. To preserve the character of the neighborhood, homes within these districts should not be demolished until a site plan is approved.


**Recommendation:** Recommend Town Administration research legal sufficiency and strategies to provide a process by which homes within the H30A and H30B districts are not demolished until a site plan is approved.



**TOWN OF SURFSIDE  
Discussion Item**

**Agenda Item #** 9K

**Agenda Date:** May 10, 2016

**From:** Commissioner Tina Paul 

**Subject:** **At-Large Members for the Environmental Resources Sustainability Subcommittee**

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**Background:** The Coastal Issues Committee was abolished at the April 12, 2016 Town Commission meeting. The Commission created the Environmental and Sustainability Resources Sub-Committee with each Town Commissioner appointing one member.

**Recommendation:** I recommend that in addition to the current membership, the Town Commission appoint two at-large members to this subcommittee who have expertise in environmental and sustainability policies, including sea level rise adaptation strategies. Both of these members shall be appointed by a majority of the Town Commission.