



**Town of Surfside  
Special Town Commission Meeting  
AGENDA  
November 19, 2020  
7 p.m.**

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

**1. Opening**

**A. Call to Order**

**B. Roll Call of Members**

**C. Pledge of Allegiance**

**D. Mayor and Commission Remarks – Mayor Charles W. Burkett**

- *Miami-Dade County Association of Chiefs of Police awarded SPD Officer Joseph Matthews the Miami-Dade County Officer of the Month Award for September 2020*

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

**F. Community Notes – Mayor Charles W. Burkett**

**G. Proclamation Presentation to Jason Greene – Mayor Charles W. Burkett**  
(Page 1)

**2. Quasi-Judicial Hearings**

**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. If the public wishes to speak on a matter on the consent agenda they must inform the Town Clerk prior to the start of the meeting. They will be recognized to speak prior to the approval of the consent agenda.

**A. Minutes – Sandra N. McCreedy, MMC, Town Clerk (Pages 2-35)**

- October 1, 2020 Special Town Commission Meeting Minutes
- October 13, 2020 Regular Town Commission Meeting Minutes

- October 22, 2020 Special Town Commission Meeting Minutes

**\*B. Town Manager's Report** – Andrew Hyatt, Town Manager (Pages 36-42)

**\*C. Town Attorney's Report** – Weiss Serota, Town Attorney (Pages 43-47)

**D. Committee Reports** - Andrew Hyatt, Town Manager (Pages 48-81)

- March 5, 2020 Downtown Vision Advisory Committee Meeting Minutes
- July 30, 2020 Planning and Zoning Board Meeting Minutes
- August 27, 2020 Planning and Zoning Board Meeting Minutes
- September 17, 2020 Downtown Vision Advisory Committee Meeting Minutes

**E. FY 2021 Budget Amendment** - Andrew Hyatt, Town Manager (Pages 82-86)

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, APPROVING BUDGET AMENDMENT NO. 2 FOR THE FISCAL YEAR 2020-2021 BUDGET; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**F. Memorandum of Understanding between the Town of Surfside (Police Department), the Florida Department of Highway Safety and Motor Vehicles (FLHSMV), and the Pinellas County Sheriff's Office (PCSO) For Access to Biometric Facial Analysis System** – Andrew Hyatt, Town Manager (Pages 87-109)

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, APPROVING A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE TOWN OF SURFSIDE, THE FLORIDA DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES, AND THE PINELLAS COUNTY SHERIFF'S OFFICE FOR ACCESS TO THE BIOMETRIC FACIAL ANALYSIS SYSTEM; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**G. Dell Computer Lease Buyout** - Andrew Hyatt, Town Manager (Pages 110-126)

**A RESOLUTION OF THE TOWN OF SURFSIDE, FLORIDA, APPROVING THE PURCHASE OF COMPUTER EQUIPMENT AT LEASE EXPIRATION FROM DELL FINANCIAL SERVICES IN THE AMOUNT OF \$32,291.28; FINDING THAT THE PURCHASE IS EXEMPT FROM COMPETITIVE BIDDING PURSUANT TO SECTION 3-13(7)(K) OF THE TOWN CODE; PROVIDING FOR AUTHORIZATION AND IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**H. Resolution Authorizing Expenditure of Forfeiture Funds for Fiscal Year 2020-2021 - Andrew Hyatt, Town Manager (Pages 127-131)**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, APPROVING FISCAL YEAR 2020/2021 POLICE FORFEITURE FUND EXPENDITURES; PROVIDING FOR AUTHORIZATION AND IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**I. Community Rating System (CRS) - Andrew Hyatt, Town Manager (Pages 132-149)**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, ADOPTING THE PROGRAM FOR PUBLIC INFORMATION (PPI) RELATING TO THE NATIONAL FLOOD INSURANCE PROGRAM COMMUNITY RATING SYSTEM; PROVIDING FOR AUTHORIZATION AND IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**J. Approval of 2021 Town Commission Meeting Dates – Sandra N. McCready, Town Clerk (Page 150)**

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

**B. First Reading Ordinances**

**5. Resolutions and Proclamations**

*(Set for approximately 9:45 p.m.) (Note: Depends upon length of Good and Welfare)*

**A. General Planning Services Contract Authorization - Andrew Hyatt, Town Manager (Pages 151-243)**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, APPROVING AN AGREEMENT WITH MARLIN ENGINEERING, INC. FOR GENERAL PLANNING SERVICES FOR THE BUILDING, AND ZONING DEPARTMENT; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**B. Recommendation on General Landscape Services Request for Proposals (RFP) # 2020-07 and Town Administration Analysis - Andrew Hyatt, Town Manager (Pages 244-379)**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, SELECTING THE PROPOSALS AND AWARDING AGREEMENTS PURSUANT TO RFP NO. 2020-07 FOR COMPREHENSIVE LANDSCAPE MAINTENANCE AND RELATED SERVICES TO: (1) BRIGHTVIEW LANDSCAPE SERVICES, INC. FOR PARKS & RECREATION FACILITIES AND TOWN PARKING LOTS, ADDITIONAL ON-DEMAND SERVICES AND DISASTER DEBRIS RECOVERY SERVICES, AND (2) SFM SERVICES, INC. FOR TOWN RIGHT-OF-WAY PROPERTIES, ADDITIONAL ON-DEMAND SERVICES AND DISASTER DEBRIS RECOVERY SERVICES; AUTHORIZING AGREEMENTS WITH BRIGHTVIEW LANDSCAPE SERVICES, INC. AND SFM SERVICES, INC. FOR SUCH SERVICES; AUTHORIZING THE TOWN MANAGER TO FINALIZE AND ENTER INTO THE AGREEMENTS FOR SUCH SERVICES; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**6. Good and Welfare/ Public Comments from Residents  
(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.

**8. Unfinished Business and New Business**

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

- A. COVID-19 Task Force Verbal Update – Commissioner Charles Kesl**
- B. Discussion and Action Regarding Newly Implemented “Town Blog”, Surfside Gazette and Social Media Guidelines – Commissioner Eliana Salzhauer (Pages 380-392)**
- C. Resident Survey regarding Kayak Launch – Vice Mayor Paul (Pages 393-395)**
- D. Amending Town Code Section 2-205 Conduct of Meetings; Agenda – Mayor Charles W. Burkett (Pages 396-412)**
- E. Topper Selection for 4 x 4 Posts on Hardpack and Walking Path - Andrew Hyatt, Town Manager (Pages 413-415)**
- F. Building Department Document Scanning- Andrew Hyatt, Town Manager (Page 416)**
- G. Demolition by Neglect - Mayor Charles W. Burkett (Pages 417-419)**

- H. Excessive Homeless Contribution made by the Former Commission -**  
Mayor Charles W. Burkett (Page 420)
- I. Free (hassle-free) downtown parking for residents -** Mayor Charles W. Burkett (Page 421)
- J. Records Retention Policy –** Mayor Charles W. Burkett (Page 422)
- K. Regulation of Short-Term Rentals –** Mayor Charles W. Burkett (Page 423)
- L. Quality Control & Quality Assurance –** Commissioner Charles Kesl (Page 424)
- M. Weiss Serota Contract Follow up – Staff Report –** Andrew Hyatt, Town Manager (Pages 425-431)
- N. Increase Lighting Plan – Staff Report –** Andrew Hyatt, Town Manager (Pages 432-460)
- O. Lowering of Property Taxes and Water Bills – Staff Report –** Andrew Hyatt, Town Manager (Pages 461-498)
- P. Calvin Giordano Contracts – Staff Report –** Andrew Hyatt, Town Manager (Pages 499-502)
- Q. FPL Solar Together -** Vice Mayor Tina Paul (Pages 503-506)
- R. Climate Environmental Collective Revised -** Vice Mayor Tina Paul (Page 507-509)
- S. Interest Free Loans to Surfside Builders Granted by Former Mayor and Commission –** Mayor Charles W. Burkett (Pages 510-521)
- T. Amending Town Code Section 2-237 Business Relationships –** Commissioner Eliana Salzhauer (Page 522-527)
- U. Beachwalk Trimming- Staff Report –** Andrew Hyatt, Town Manager (Pages 528-533)
- V. Community Center Pool Deck Lighting - Staff Report –** Andrew Hyatt, Town Manager (Pages 534-535)
- W. Community Center Second Floor – Staff Report -** Andrew Hyatt, Town Manager (Page 536)
- X. Designated (Painted) Walking Areas in the Residential District- Staff Report –** Andrew Hyatt, Town Manager (Pages 537-539)
- Y. Alternative Kayak Launches in Addition to the 96th Street Park –** Mayor Charles W. Burkett (Page 540)
- Z. Comparison of 2006 Code to 2020 Code – Staff Report –** Andrew Hyatt, Town Manager (Pages 541-545)
- AA. Stormwater Masterplan - Staff Report –** Andrew Hyatt, Town Manager (Pages 546-547)
- BB. Amendment to the Tourist Board Ordinance –** Commissioner Nelly Velasquez (Page 548)
- CC. Legally Defective Charter Amendment Vote in 2012 –** Mayor Charles W. Burkett (Page 549)
- DD. Purchase of Land for Parks –** Commissioner Nelly Velasquez (Page 550)

- EE. **Traffic Control Devices on 88<sup>th</sup> Street and Hawthorne Avenue –**  
Commissioner Eliana Salzhauer (Page 551)
- FF. **Cone of Silence/Secrecy –** Mayor Charles Burkett (Page 552)
- GG. **Taking Steps to Keep our Businesses Alive During COVID –** Mayor  
Charles Burkett (Page 553)
- HH. **License Plate Readers –** Mayor Charles W. Burkett (Page 554)
  - II. **Zoning in Progress Extension -** Andrew Hyatt, Town Manager (Pages  
555-559)
- JJ. **Maintenance of Beach Dunes –** Mayor Charles Burkett (Page 560)
- KK. **Byron Avenue Street Closure -** Mayor Charles Burkett (Page 561)

### Staff Reports

- A. **Permanent Digital Sign -** Andrew Hyatt, Town Manager

### *Items Completed or Removed from Previous Agendas*

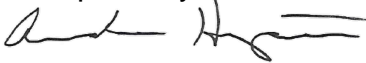
- A. **Resolution Adopting an Amended Resiliency Reserve Policy Revision**
- B. **Resolution Approving the March 17, 2020 Town of Surfside Municipal Election**
- C. **Resolution Abolishing the Sustainability and Resiliency Committee**
- D. **Resolution Amending the Downtown Vision Advisory Committee**
- E. **Resolution Reauthorizing the Parks and Recreation Committee**
- F. **“Flash Your Lights”**
- G. **Mandatory Face Mask in the Town of Surfside**
- H. **Bandanas for Town Residents**
  - I. **Commission Meeting Starting Time at 6:00pm**
- J. **Discussion Regarding Assistant Town Manager position and Action**
- K. **Photovoltaic RFP**
- L. **Facilities Review**
- M. **Kayak Launch**
- N. **Jacober Contract**
- O. **Zambelli Fireworks Manufacturing**
- P. **Small Business Survival Grant**
- Q. **Review of Amendment No. 2 to Update No. 5 Town of Surfside Emergency Measures**
- R. **Downtown Surfside Sidewalk Beautification - Plans and Studies - [Downtown Vision Advisory Committee to discuss]**
- S. **Sidewalk on N 95<sup>th</sup> St between Abbott and Byron**
- T. **Beach Raking**

- U. Community Digital Signs**
- V. Government Academy**
- W. Various Tourism Related Events, Initiatives, and Destination Marketing**
- X. Classification and Compensation Study**
- Y. Flooding/ Drainage Improvements**
- Z. Abbott Avenue Drainage**
- AA. Police Body-Worn Camera System**
- BB. Care ACT Fund**
- CC. FY 2020 Budget Amendment**
- DD. Purchase of Additional Sewer Pump**
- EE. Planning and Zoning Board Membership Requirements Ordinance**
- FF. Tourist Board Membership Requirement Ordinances**
- GG. Resolution Renaming the Town's Higher Education Scholarships to be called the "Arya Gray Memorial Higher Education Scholarship"**
- HH. Interlocal Shuttle System Report Update**
  - II. Reconsideration of the Installation of Berms on 92<sup>nd</sup>**
- JJ. Staffing Hiring Freeze**
- KK. Undergrounding power lines – Staff Report**
- LL. Streamline Town Staffing**
- MM. Brightview Agreement (FKA Luke's Landscape) Report and Follow up–Staff Report**
- NN. Replacement Bins for Trash and Recycling Receptacles Throughout Town**
- OO. Discussion and Action on Ballot Language for Undergrounding of Utilities**
- PP. Potential Ballot Question - P3/Lease or Sale of Town Property**
- QQ. Charter Amendments to affirm the limit of pay for elected officials to a maximum of \$1 per year, term limits for elected officials of 3 consecutive terms, or any part thereof, for both Mayor & Commissioners, a prohibition on the sale or leasing of any Town property without a referendum & a prohibition against any loan or borrowing of any type, which would put the Town into debt for more than 10% of its annual property tax revenue and which could not be fully amortized within a total of 5 years and restore development protections in the charter**
- RR. Star Cleaning Service (Street Sweeping)**
- SS. New Zoning Code-Procedural and Notice Requirements**
- TT. 92<sup>nd</sup> St Beach-end Improvements**
- UU. Develop Capital Improvement Plan (CIP)**
- VV. 10 Year Water Supply Plan**

- WW. Various Parks & Recreation Related Events and Initiatives**
- XX. CARES Act Funding Interlocal with Miami-Dade County Resolution**
- YY. Repeal of Ordinance No. 17-1662 Beach Furniture – Mayor Charles W. Burkett**
- ZZ. Preservation of Eden Project located at 9300 Collins Avenue – Removed by Mayor Burkett**
- AAA. Speeding on Collins and Harding – Removed by Mayor Burkett**
  
- BBB. How are Zoning Protections Against Over-Development Were Gutted – Removed by Mayor Burkett**
- CCC. Amending Town Code Section 2-233 to include Non-for-Profit – Removed by Mayor Burkett**
- DDD. Procurement Expertise – Removed by Commissioner Salzhauer**
- EEE. Take Home Vehicles – Removed by Commissioner Salzhauer**
- FFF. Beach Raking – Removed by Commissioner Salzhauer**
- GGG. Speeding and Stop Signs Running – Removed by Commissioner Salzhauer**
- HHH. Draft Ordinance Amending the Definition of Lot Coverage – Removed by Commissioner Salzhauer**
- III. Gazette Revenue and Funding Sources – Removed by Mayor Burkett**
- JJJ. Town Pension Benefits for Non-Public Safety Employees – Removed by the Town Commission**

## 10. Adjournment

Respectfully submitted,



Andrew Hyatt  
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.