



**Town of Surfside
Special Town Commission Meeting
MINUTES**

**July 10, 2012
4 p.m.**

Town Hall Commission Chambers - 9293 Harding Ave, 2nd Floor
Surfside, FL 33154

1. Opening

A. Call to Order

Mayor Dietch called the meeting to order at 4:06 P.M.

B. Roll Call of Members

Town Clerk Sandra Novoa called the roll with the following members present: Mayor Dietch, Vice Mayor Karukin, Commissioner Kligman and Commissioner Olchyk.

C. Pledge of Allegiance

Chief of Police David Allen led the Pledge of Allegiance.

2. Introduction – General Preview of Special Meeting – Roger M. Carlton, Town Manager

Roger M. Carlton spoke about the different Power Point presentations that were going to be presented to the Town Commission.

3. Citizen Survey–Vice Mayor Michael Karukin

Vice Mayor Karukin spoke about the items that he included in a survey that went out electronically to more than 400 people and had a response of nearly 25 percent. He spoke about the results of the survey that he put through survey Monkey.

Commissioner Olchyk suggested that next time Vice Mayor should get the Mayor's email addresses and try to reach more Town residents.

Commissioner Kligman thanked the Vice Mayor for taking the time to put the survey together.

4. Information Resultant from the June 19, 2012 Budget Workshop:

A. Recommended Summer Studies and Other Actions

The Mayor stated that a vote on each recommended summer study and other actions would be taken.

- **Five-Year Financial Plan Update**
Commissioner Kligman spoke about her interest in enhancing financial planning and best practices and as an elected official, she would like the Town to have a financial plan.
Vice Mayor Karukin stated that he is in favor of having a financial plan and setting benchmarks.
Vice Mayor Karukin made a motion to direct the Administration to update the 5 Year Financial Plan with benchmarks. The motion received a second from Commissioner Olchyk and all voted in favor.
- **Organizational Location of IT Function to Finance Department**
Vice Mayor Karukin made a motion to move the IT function to the Finance Department. The motion received a second from Commissioner Kligman and all voted in favor.
- **Solid Waste Rate Study for Multiple Commercial Small Tenant Buildings Downtown**
Mayor Dietch made a motion to direct the Administration to prepare a summer study on this issue. The motion received a second from Commissioner Kligman and all voted in favor.
- **Alternate Collection Process for Solid Waste**
Town Manager Roger M. Carlton provided a brief explanation.
Commissioner Kligman spoke about the level of service that Surfside residents are used to and what they want their tax monies to be spent on.
Vice Mayor Karukin expressed his opposition to this summer study.
The Mayor made a motion to proceed with an analysis for Solid Waste collection alternate procedures in the single family neighborhood. The motion received a second from Commissioner Kligman. The motion passed 3-1 with Vice Mayor Karukin voting in opposition.
- **Cost Recovery from Developers for Legal and Planning and Zoning Costs**
Commissioner Olchyk made a motion to direct the Administration to study this issue. The motion received a second from Commissioner Kligman and all voted in favor.
- **Outside Legal Costs Computation**
Vice Mayor Karukin stated that there is no need to do this study as the Town Commission has already agreed to adjust the budget to meet increased demands on the Town Attorney's Office.
Everyone agreed with the Vice Mayor.
No summer study will be conducted on this item
- **Calvin, Giordano & Associates review of Contractual Required Scope of Work Services in Relation to Town Provided Services**
Town Manager, Roger M. Carlton explained that a question came up during the June 19, 2012 Commission Workshop as to whether or not any of the CGA's work budgeted is duplicative work done by Staff. After reviewing the contract, the Manager stated that there is no duplication of work. His conclusion is that the Town is getting excellent value.
Vice Mayor Karukin spoke about items that he thought were under the 2007 CGA agreement. He realized that the master agreement he was looking at was an old version.

Sarah Sinatra, Town Planner from CGA stated that certain services were originally in the contract but as the Vice Mayor stated there was never a work order authorizing CGA to do Code Compliance.

After some discussion, no summer study will be conducted on this item.

- **Employee Educational Assistance Program**

Commissioner Olchyk stated that there is no reason to spend additional money on this and that this year some of the employees received salary increases.

Commissioner Kligman agreed.

Vice Mayor Karukin stated that the Town should not move forward on this item.

No summer study will be conducted on this item.

- **Executive Department Additional Support**

Commissioner Olchyk opposed this item.

Commissioner Kligman opposed this item.

Vice Mayor Karukin stated there is nothing to study.

No summer study will be conducted on this item

- **Customer Response Management System**

Mayor Dietch spoke in favor of this item which would keep a record of citizens requests and how these requests are handled.

Vice Mayor Karukin asked Duncan Tavares TEDACS Director if this item was a component to the e-City services contract. The response was affirmative. He also asked if in one year the Town didn't want the services any more, if they could opt-out. The answer was negative.

Vice Mayor Karukin made a motion to keep this item in the budget.

Commissioner Kligman stated that they will be looking at millage rate different scenarios and even the need for cut backs. She thought it was premature to vote to keep this item on the budget at this time when they will be looking at different scenarios.

Vice Mayor Karukin asked if the charge will be a one-time fee or an annual fee.

Duncan Tavares TEDACS Director will find out and get back to the Commission with a response.

This item will come back during the August 15, 2012 meeting.

- **Dog Park Study**

Commissioner Kligman stated that she is not against the Dog Park but her concerns are more towards the neighbors and how they feel about the Park.

Ann Finley spoke in favor of the Dog Park and expressed her wish to be able to have a park where neighbors could take their dogs while having a sense of community.

The Manager explained some of the things that would be analyzed during the summer study.

Vice Mayor Karukin explained his concerns, but he will support the study component of this item.

A Biscaya Avenue resident (name unknown) spoke in favor of the Dog Park

Joseph Corderi spoke in favor of the Dog Park.

Commissioner Kligman made a motion to move forward with the study. The motion received a second from Vice Mayor Karukin and all voted in favor.

- **Community Garden Budget Allocation of \$2,000**

Melissa Moonvest, President of the Community Garden organization, spoke about the Community Garden and the members would like to add three more plots and insurance with the \$2,000.

Vice Mayor Karukin made a motion to keep the \$2,000 in the budget. The motion received a second from Commissioner Kligman and all voted in favor. Commissioner Olchyk was absent.

- **Building Permit Revenues vs. Long-term Recurring Revenue Streams (Impact of New Ad-Valorem and Resort Taxes from In-fill)**
Town Manager Roger M. Carlton presented the item to the Town Commission and showed Power Point slides illustrating how three years of increased building permit revenue would be more than exceeded by permanent revenue increases from resort and ad valorem taxes.
Commissioner Kligman asked how the Town is defining “New Buildings”.
Town Manager, Roger M. Carlton explained that it will be new construction meaning that full credit is received in additional tax revenue.
- **Equity Within Range for Long-term Non-bargaining Unit Town Employees (from compensation/classification study)**
No summer study will be conducted on this item.
- B. **Comparison of Building Permit Revenue for 10 Fiscal Years in Relation to Recurring Ad Valorem and Resort Tax Revenue**
Item discussed under “Building Permit revenues vs. Long-term Recurring Revenue Streams (Impact of new Ad-Valorem and Resort Taxes from In-fill) item.
- C. **General Fund Personnel Cost Increase for FY12/13 Proposed Budget Over the FY 11/12 Projected Budget**
Town Manager Roger M. Carlton presented the item.
No summer study will be conducted on this item.
- D. **Five Year Funded and Proposed Town-Wide Positions Including Annual Cumulative Changes**
No summer study will be conducted on this item.

Commissioner Kligman spoke about Channel 77. She would like the Town Manager to conduct a study on the logistics and cost for providing programs on Channel 77 to the residents. A summer study will be prepared and discussed with the new IT/Telecommunications Committee.

5. Town Commission Discussion of Remainder of FY 12/13 Proposed Budget Not Discussed During the June 19, 2012 Budget Workshop

Commissioner Olchyk had questions on the Parks and Recreation Personnel Complement Chart on page 76 of the proposed FY 2012/2012 Budget. Tim Milian responded to her concerns.

Commissioner Kligman asked about the line item “Special Pay” on page 77 and on some of the other Departments budgets. She was informed that the “Special Pay” line item is for longevity pay throughout the budget.

Vice Mayor Karukin will not support the Branding Initiative for \$20,000 on page 84. Commissioner Kligman asked why the Unemployment Compensation line item on page 86 increased by \$30,000. Town Manager Roger M. Carlton explained that it was there in case a change occurs on the Solid Waste service delivery methodology.

Commissioner Olchyk questioned the Manager on the proposed Support Clerk for the TEDACS Director on page 100. The Manager explained the duties that the position will provide to this department.

Town Manager Roger M. Carlton spoke and explained each of the funds and answered questions posed by the Commission.

Commissioner Kligman asked to add a Summer Study to determine how the roll-back millage rate of 5.0635 could be reached. The Administration was directed to add this to the Summer Studies.

6. Public Comments

Mayor Dietch invited the public to speak on any of the items discussed.

Former Vice Mayor Joe Graubart spoke about the Surf-Bal-Bay PAL program and the benefits that this program brings to the children. He would like the Town to make this a summer study if possible.

The Chief stated that when he first became Chief, the Town was funding the program with \$10,000 from Forfeiture Funds. The Police Department does not have \$30,000 from this source to participate in the program at this point.

Commissioner Kligman made a motion to do a summer study on this item. The motion received a second from Commissioner Olchyk and all voted in favor.

Mrs. Barbara Cohen commended the Chief of Police David Allen and Ft. Lauderdale Police Officer Heather Lee for a quick police response.

Ms. McLaughlin spoke about the Tourist Bureau and new initiatives that the Board is working on.

7. Adjournment

There being no further business to come before the Commission, the meeting adjourned at 7:07p.m.

Accepted this 15 day of August, 2012


Daniel Dietch, Mayor

Attest:


Sandra Novoa, CMC
Town Clerk