



**Town of Surfside  
Town Commission Budget Workshop  
MINUTES  
June 18, 2020  
7:00 p.m.**

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

**1. Opening**

**A. Call to Order**

Mayor Burkett called the meeting to order at 7:07 p.m.

**B. Roll Call of Members**

Town Clerk McCready called the roll with the following members present:

Present: Mayor Charles Burkett, Vice Mayor Tina Paul, Commissioner Nelly Velasquez, Commissioner Eliana Salzhauer and Commissioner Charles Kesl (arrived at 7:08 pm)

Also present were Town Manager Guillermo Olmedillo and Town Attorney Lillian Arango.

**2. FY 2021 Commission Direction Budget Workshop, Discussion and Direction for the FY 2021 Budget– Guillermo Olmedillo, Town Manager**

Town Manager Guillermo Olmedillo introduced the item and advised the Commission that on July 1, 2020 the Town will receive the final taxable information. He introduced Interim Assistant Town Manager/Finance Director Jason Greene to make the presentation.

Interim Assistant Town Manager/Finance Director Greene gave the presentation. He spoke about the goals, outcomes and program modifications for the FY 2021 budget. He advised there is no action to be taken tonight. This is purely informational and will be rolled into the preliminary budget. He stated that this budget will be further discussed at the July workshop where the Commission will set the maximum millage rate at that time. He advised the Commission on the timetable regarding setting and adjusting the milage rate.

Interim Assistant Town Manager/Finance Director spoke regarding requests made by the Town Commission at the previous budget. He shared the property values and millage summary report that reflected a negative taxable value for the Town.

Commissioner Velasquez asked regarding the decrease in taxable value if it was on single family homes or the new construction in Town and if the residents will receive a lower tax bill.

Interim Assistant Town Manager/Finance Director Greene answered Commissioner Velasquez' question and stated it is on all taxable properties in the Town. He also stated that there will be a decrease in the property values town-wide if the market value remains the same as the assessed value. He stated if that occurs then the resident would pay less in property taxes.

Commissioner Salzhauer stated that her understanding was that there would be a change in the commercial properties.

Interim Assistant Town Manager/Finance Director Greene stated that this is unique due to COVID-19 and one will not see the change for a couple of years.

Commissioner Velasquez asked who would determine when the Town would see the changes.

Interim Assistant Town Manager/Finance Director Greene answered Commissioner Velasquez' question and stated it is up to the Property Appraiser to make those changes.

Mayor Burkett addressed the questions from the Commissioners and explained what the possible impact would be next year.

Commissioner Kesl asked if the one part of the budget they would be more impacted in would be the tourism-based tax revenues.

Interim Assistant Town Manager/Finance Director Greene answered Commissioner Kesl's question and stated they are still modeling out the resort tax and believes that the Town would still be in good shape in that area.

Commissioner Salzhauer stated that residents are concerned that there will be a reduction in quality of service. She stated that the residents need to know how much is coming in and to make sure they do not have to cut services. She asked when the Town would have more concrete numbers in the tourist tax.

Mayor Burkett asked how often they collect revenue from the hotels. He has seen a decrease in collection therefore, one assumes the decrease would continue.

Interim Assistant Town Manager/Finance Director Greene answered the Commission's and the Mayor's comments on the tourist tax dollars being collected and any reduction.

Further discussion took place among the Town Commission and Interim Assistant Town Manager/Finance Director Greene regarding the monies coming in from tourist tax dollars and if money is needed to make up for that decrease. He stated that the Town needs to be prepared in order to maintain the same level of service and quality of life as well as giving tax relief to the residents by reducing the millage rate.

Interim Assistant Town Manager/Finance Director Greene continued the summary of the program modifications and spoke regarding the procurement specialist and what their duties would be.

Commissioner Salzhauer spoke regarding the duties of a procurement specialist whose job is to save the Town money and look to hire a specialist.

Commissioner Velasquez stated that the Town should look into current staff and not hire new staff but rather train a staff member to do the duties of a procurement specialist.

Commissioner Salzhauer stated that this an area of specialty and is a specific area and it needs to be someone properly trained in that area. She also stated to see if there is an overlap in some staff and put the right people in place.

Vice Mayor Paul would like to see the position be sustainable and one needs to lead by example.

Further discussion took place among the Town Commission and Staff regarding the procurement specialist position, the duties of that position, and will it be a full-time position as well as possibly using current staff.

Interim Assistant Town Manager/Finance Director Greene discussed each program modification in detail.

Commissioner Kesl stated that he requested a detailed report regarding cyber security and spoke regarding that issue.

Commissioner Salzhauer spoke regarding repairs and funding needed to make the repairs in order to have the Community Center open and operating.

Mayor Burkett asked if there is a reason why all the work cannot be done at once and asked Town Manager Olmedillo and Interim Assistant Town Manager/Finance Director Greene to coordinate the repairs and work to be done at once.

Interim Assistant Town Manager/Finance Director Greene continued with the police purchase of additional firearms.

Commissioner Velasquez asked why is there a need to purchase additional firearms.

Police Chief Yero stated that the firearms the officers are currently using are over seven years old and invited Lieutenant Marciante to explain the budget item.

Lieutenant Marciante explained the need to purchase new firearms and explained the life span of a firearm. He further explained the cost to rebuild firearms and what other departments are currently doing, which is turning in old firearms, and they get anywhere between a \$200-\$250 credit.

Commissioner Kesl asked if this was originally budgeted for.

Interim Assistant Town Manager/Finance Director Greene stated this is a request for the upcoming FY 2021 budget.

Lieutenant Marciante addressed Commissioner Kesl's question and reiterated the fact that 20% of their firearms went down and the cost to repair those.

Further discussion took place among the Commission and staff regarding the cost of the firearms and the credit given to the Town.

Interim Assistant Town Manager/Finance Director Greene continued with the budget presentation and addressed questions asked by the Town Commission regarding the capital improvement project and capital outlay for police vehicles.

Commissioner Kesl commented on the take home vehicles and that is probably where a lot of the miles come from. He asked what is the history of the take home vehicles, which ages the vehicles prematurely.

Town Manager Olmedillo addressed the comment made by Commissioner Kesl regarding the take home vehicles which some department directors have as part of their employment package. He spoke regarding the take home police vehicles and the benefits of the officers having those take-home vehicles.

Police Chief Yero expanded and explained the take home vehicles for police officers which took place over two decades ago. It is part of the Bargaining Agreement which officers agreed to take less pay in order to have the take home vehicles. He also discussed if the police officers do not have take home vehicles, it would take approximately 30 minutes for the police officers to transfer all of their equipment from their personal vehicles to the police vehicle. He stated that is 30 minutes the police officers are not patrolling the Town.

Commissioner Salzhauer stated that she does understand that take home vehicles for police officers is a union negotiation and we do want the police

officers to be happy. She stated that she believes that they should discuss the take home vehicles for non-police officers.

Vice Mayor Paul stated that she understands the Public Works Director and Building Official need take home vehicle which allows them to be on call to address Town emergencies.

Further discussion took place among the Town Commission and staff regarding take home vehicles and car allowance.

Commissioner Salzhauer requested more detailed information on the take home vehicles and car allowance for Town employees for the next meeting.

Interim Assistant Town Manager/Finance Director Greene addressed the comments made and stated that most department heads have a car allowance and there are only a few that have actual take home vehicles.

Mayor Burkett stated that what the Commission needs to look at is the Town's budget as a whole and the employment packages when hiring. He requested to bring back a budget that cuts 10% and get the fat out. He would like to see those numbers and get a comprehensive report from Interim Assistant Town Manager/Finance Director Greene.

Interim Assistant Town Manager/Finance Director Greene presented the budget item for the utility vehicle for the Police Department that is used for the beach. It is beyond its life span and it can be covered under savings on the capital outlay from the police department.

Commissioner Salzhauer asked if that vehicle could be electric.

Vice Mayor Paul stated that she never smells gasoline from the beach vehicles and it would be good to move towards the direction of an electric vehicle.

Interim Assistant Town Manager/Finance Director Greene presented slides of the interest the Commission has tackling litter town-wide as a Litter Management Program.

Vice Mayor Paul stated that she would like to have a decision made with the street sweeper and would like to agree to bring the program back even if it is modified, especially during hurricane season.

Mayor Burkett asked if anyone is against resuming the street sweepers.

Commissioner Salzhauer stated that she does not mind restarting the street sweeper program and suggested possibly doing it every other week. She spoke regarding coverage every day on the beach and possibly getting the monies from Tourism dollars as well as having regular maintenance done.

Commissioner Velasquez believes the street sweeping should be done weekly and choose a specific day of the week, possibly Wednesday, that way the residents will know when to move their vehicles.

Commissioner Kesl stated that issues have been identified and suggested for the Town to come up with a comprehensive plan and the one metric missing is a comparable parking plan to put in place.

Commissioner Salzhauer stated that the funds come out of the water and sewer fund and at the same time the Commission wants to reduce the cost of the water bill for the residents.

Further discussion took place among the Town Commission and staff regarding the street sweeper, having it done on a weekly basis and the cost involved.

Mayor Burkett commented on the Big Belly and that is a new idea which the past Commission put in place and the cost involved. He agrees to start the street sweeper and they are missing areas and not properly cleaning. He would like to see Interim Assistant Town Manager/Finance Director Greene, Town Manager Olmedillo and staff possibly bringing the street sweeper inhouse and is happy they are getting rid of the Big Belly.

Further discussion took place among the Commission regarding the street sweeper, its schedule and the plan provided with benchmarks and goals by Interim Town Manager/Finance Director Greene.

Interim Assistant Town Manager/Finance Director Greene spoke regarding items that were removed and gave an overview of the staffing adjustment the Commission requested.

Commissioner Velasquez commented on placing Code Compliance under the Building Department. She commented on why they are having three different individuals handling the website including Pinzur and is not in agreement with that change.

Commissioner Salzhauer commented on Code Compliance and having an assistant director in a small department, and would like clarification as to why they are not in the field all the time. She stated that the beach chair ordinance will require code enforcement issues. She agrees with Code Compliance going under the Police Department and wants to make sure they have the right personnel in place. She spoke regarding streamlining the organization and staffing.

Commissioner Kesl would like a quality assurance component with public relations, measurable results and a matrix showing how effective the new plan will be once implemented.

Commissioner Velasquez asked regarding violations in Town and other items taking place during the year, are they still giving out violations and if the person is only working on beach compliance.

Town Manager Olmedillo addressed the comments made by the Town Commission and gave a synopsis of the process of Code Compliance.

Further discussion took place among the Town Commission and Town Manager Olmedillo regarding the Code Compliance change of position titles and the other changes in staffing.

Commissioner Salzhauer commented on changes needing to be made in the Building Department, which includes the department files to be digitized going forward, having an auditor in the Building Department as well as the Assistant Town Manager's position.

Mayor Burkett addressed the comments made by Commissioner Salzhauer regarding the Building Department.

Vice Mayor Paul commented on digitizing the Building Department.

Commissioner Velasquez commented on the resiliency officer position and does not feel that it should be another communications position.

Mayor Burkett stated that it is good that the Town has some extra funds in order to be able to get this done.

Further discussion took place regarding the difference between a grant writer and a lobbyist.

Vice Mayor Paul explained the difference between a grant writer and a lobbyist.

Mayor Burkett asked how many more workshops the Commission needs to have.

Interim Assistant Town Manager/Finance Director Greene stated that there are three more workshops and gave the different timelines for those workshops.

Mayor Burkett asked Interim Assistant Town Manager/Finance Director Greene to see how this COVID downturn will affect us and will it affect the \$2 million cushion. He also stated that will determine how it will affect his decision on the millage rate.

Commissioner Salzhauer thanked Public Works Director Stokes for his hard work.

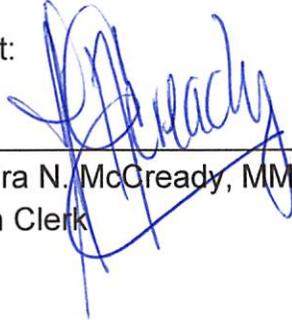
The Town Commission made their individual closing remarks.

### 3. Adjournment

There being no further business to discuss, the meeting adjourned without objection at 10:00 p.m.

Accepted this 28<sup>th</sup> day of July, 2020.

Attest:

  
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Sandra N. McCready, MMC  
Town Clerk

  
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Charles W. Burkett, Mayor