



Town of Surfside

BUDGET ADVISORY COMMITTEE MEETING

AGENDA

August 20, 2020 – 3:30 p.m.

Surfside Community Center

9301 Collins Avenue, Surfside, FL 33154

- 1. Call to Order/Roll Call**
- 2. Agenda and Order of Business**
- 3. Approval of Minutes: August 5, 2020 Joint Town Commission and Budget Advisory Committee Meeting**
- 4. Reconsideration of Vote on Public Safety Item from the August 5, 2020 Joint Town Commission and Budget Advisory Committee Meeting – Committee Member Andrew Craven**
- 5. Consolidation of Communications for the Town – Chair Sheryl Goldberg**
- 6. New or Enhanced Program, Jason Greene, Interim. Town Manager**
- 7. New Capital Projects – Jason Greene, Interim Town Manager**
- 8. Tourist Resort Fund – Committee Member Diana Gonzalez**
- 9. Parks and Recreation – Vice Chair Robert Cummings**
- 10. Public Comments - (3-minute time limit per speaker)**
- 11. Adjournment**

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.

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.

TWO OR MORE MEMBERS OF TOWN COMMISSION OR OTHER TOWN BOARDS MAY ATTEND AND PARTICIPATE AT 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.



Town of Surfside

JOINT TOWN COMMISSION AND BUDGET ADVISORY COMMITTEE MEETING

MINUTES

August 5, 2020 – 4:00 p.m.
Surfside Community Center
9301 Collins Avenue, Surfside, FL 33154

1. Call to Order/Roll Call

Mayor Burkett called the meeting to order at 4:06 p.m.

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

Present: Mayor Charles Burkett, Vice Mayor Tina Paul, Commissioner Charles Kesi, and Commissioner Eliana Salzhauer.

Absent: Commissioner Nelly Velasquez

Deputy Town Clerk Herbello called the roll call for the following Budget Advisory Committee Members:

Present: Chair Sheryl Goldberg, Vice Chair Robert Cummings, Committee Member Andrew Craven, and Committee Member Diana Gonzalez. Committee Member Lauren Bardos (arrived at 4:07 p.m.)

Also present were Interim Town Manager Jason Greene, and Town Attorney Lillian Arango.

2. Agenda and Order of Business

3. Approval of Committee Meeting Minutes – July 15, 2020

A motion was made by Committee Member Gonzalez to approve the July 15, 2020 Budget Committee Meeting Minutes, seconded by Vice Chair Cummings. The motion carried with a 5-0 vote.

4. Town Landscaping and/or Procurement Process

Vice Chair Cummings introduced the item and stated that he was under the impression the landscape item had a higher cost to it and asked what is the annual budget for this contract.

Interim Town Manager Greene gave an explanation of the cost and stated the amount paid monthly is \$31,000 with an annual cost of \$372,000. He explained the details of the items included in the price and what the extra items are. The total budget is approximately \$600,000 a year.

Vice Chair Cummings stated that the biggest properties in Town are on Biscaya Drive and homeowners pay approximately \$40 to \$50 a week for maintenance. He stated it would average \$200 a month and that the main strip for Surfside is a 2 block stretch with Harding having more of the plantings. He further discussed the locations in Town and the maintenance involved.

Chair Goldberg asked regarding grounds maintenance in the general fund, landscape improvements and she wanted to know where the other monies are coming from.

Interim Town Manager Greene stated that some of the funds come from the general fund and tourist fund and explained what areas are covered under each fund.

Chair Goldberg asked if there was an RFP out.

Interim Town Manager Greene stated that they are working on an RFP currently.

Commissioner Salzhauer stated that there was no procurement process done with this company and commented on the history of how this company was selected. She stated that they need to work on getting the RFP out. She also asked for the Budget Committee's suggestion in hiring a procurement person inhouse.

Commissioner Kesl spoke regarding having requirements applicable for the duties of this job.

Vice Mayor Paul asked how Luke's Landscaping was budgeted.

Interim Town Manager Greene answered Vice Mayor Paul's question and that it was budgeted for this fiscal year at \$614,000.

Vice Mayor Paul asked why the price increased, what the contract was prior to that and why was there such an increase in price from \$372,000 to \$614,000.

Interim Town Manager Greene explained what their base retainer amount and explained the additional services provided.

Chair Goldberg asked Interim Town Manager Greene to give a rundown of the cost and which departments are involved.

Vice Chair Cummings asked for a copy of the actual contract and list of locations that are being serviced.

Further discussion continued among the Town Commission and the Budget Advisory Committee and Interim Town Manager Greene regarding the cost entailed and the delay on the RFP.

Mayor Burkett requested to have the RFP process move along quicker and requested a proposal for used equipment and have inhouse staff do the trimming, cutting the hedges and other duties that Luke's Landscape were doing.

Committee Member Craven would like to see the contract as well.

Interim Town Manager Greene stated he would get the Committee a copy of the contract and discussed the amount that has been paid up to date.

Committee Member Gonzalez stated it is complicated to understand the budget and the trimming in our Town is not being done properly and feels we can find a better deal. Committee Member Gonzalez requested a detailed list of all budget accounts across funds pertaining to landscaping.

Chair Goldberg stated they are not doing anything outstanding for the money being paid to them.

Further discussion took place among the Town Commission and the Budget Advisory Committee regarding the work that Luke's Landscape has been performing or lack of performance.

5. Police / Public Safety

Vice Chair Cummings introduced the item and thanked the Police Department for their hard work. He commented on the cost basis and inefficiency of the budget and the staffing of the Police Department.

Chair Goldberg asked Police Chief Yero to give an explanation on the staffing of the department.

Police Chief Yero gave an explanation of the staffing, the requirement for the staffing of each shift as well as an overview of the department. He spoke regarding

their collective bargaining agreement and training. He stated that the staffing is dictated by the Community and the level of service that is provided.

Vice Chair Cummings asked how many staff respond at one time and what is required by their Collective Bargaining Agreement.

Police Chief Yero answered Vice Chair Cummings question that minimum staffing is 2 officers and 1 Sergeant, 12 per 24-hour shift and explained the officers time off and what is required in their Collective Bargaining Agreement. He explained the time off and the scheduling and staffing.

Vice Chair Cummings spoke regarding the expense involved with having a thick squad and the Town could do better.

Chair Goldberg asked regarding the Captain, Lieutenant and dispatch positions and are they on the streets.

Police Chief Yero stated they are on the streets as well if needed and you need administrative staff.

Commissioner Salzhauer asked if the take home vehicles for the police is necessary.

Further discussion took place among the Budge Advisory Committee members and Staff regarding savings with the Police Department budget and how to make reductions and the need for detectives.

Police Chief Yero answered the Committee and Town Commission questions and stated that the number of detectives is to handle the case load they have.

Mayor Burkett asked Town Attorney Arango if the police perks, benefits and vehicles locked in pursuant to their collective bargaining agreement.

Town Attorney Arango stated they have to review the agreement.

Police Chief Yero stated yes, it is part of the collective bargaining agreement.

Mayor Burkett stated that was the contract that previous commission approved and it is a moot point and would like for this Committee to opine on the pension benefits.

A motion was made by Vice Chair Cummings to reduce by 15-20%, staff of 32 to 25 to 27 people as starting point, seconded by Committee Member Gonzalez. The motion carried by a 5-0 vote.

Commissioner Salzhauer stated this a first good step and feels that the department will be staffed properly and maybe the take home vehicles could be addressed for department heads.

Commissioner Kesl commented on mutual aid agreement to assist the Town of Surfside if they are needed.

Mayor Burkett stated that this will be discussed at a special commission meeting.

Chair Goldberg requested an copies of the budget and the detailed of the line items.

Interim Town Manager Greene explained which page numbers the public safety department detailed.

Chair Goldberg asked regarding physical exam costs and if the health insurance covers it.

Police Chief Yero stated that is part of the bargaining contract and they are extra costs.

Committee Member Gonzalez asked if they are paying for the vehicles and leasing the vehicles.

Interim Town Manager Greene answered Committee Member Gonzalez' question regarding the equipment of the police which includes, laptops, vehicles, promotional activities as well as the body worn cameras.

Further discussion took place among the Budget Advisory Committee members regarding the line items for the Police Department budget.

6. Tourism Resort Fund

Committee Member Gonzalez introduced the item and the cost being spent on communication and what can be done inhouse.

Commissioner Salzhauer stated there is too much duplication in this are and would like to consolidate these services.

Vice Mayor Paul stated that due to COVID-19 the funding for tourism has been reduced. She spoke regarding links not working and the need of an inhouse graphic designer and how to streamline.

Further discussion took place regarding inhouse communications and possibly using interns as well as the revenues and cost involved with the Tourism Resort Fund.

Recommendation to renegotiate with Pinzur their contract and possibly eliminating cost of the position of Kate Stein and/or Frank Trigueros.

Mayor Burkett stated they need to deal with the employees they have and possibly only having one employee.

Chair Goldberg stated they should keep the work inhouse and understands Pinzur did a good job but they should stick with our inhouse people and not have the duties outsourced.

Commissioner Salzhauer stated that Kate and Frank do not have the same job and that Kate can do more journalism and they could compliment it with a staff member to do our website and have it inhouse.

Committee Member Gonzalez stated that the hotels should be doing their own promotions.

Vice Mayor Paul clarified that there are three different jobs, duties and individuals involved.

Chair Goldberg stated that they need people inhouse to build a career with the Town.

Further discussion took place regarding streamlining the duties and having the duties handled inhouse.

Chair Goldberg discussed regarding job descriptions of employees and believes that paying Pinzur \$100,000 a year is too much and recommended eliminating that position and brining it inhouse.

Interim Town Manager Greene addressed the comments made by the Committee members and Commission.

Commissioner Kesl spoke regarding the work being done by Tourism Director Trigueros especially during COVID times and the budget entailed for the lifeguards and that we do not need experts.

Commissioner Salzhauer suggested to look into the staffing of the Parks and Recreation Department.

Interim Town Manager Greene addressed the comments made by the Commission and Committee regarding the staffing of the Parks and Recreation Department.

Parks and Recreation Director Milian addressed the comments made by Commissioner Salzhauer regarding the staffing of the Parks and Recreation Department and the programs they offer.

Vice Chair Cummings commented on making the Parks and Recreation Department more efficient. He spoke regarding the businesses and them advertising for themselves.

Committee Member Gonzalez asked regarding closure of the Parks and staffing.

Parks and Recreation Director Milian addressed the comments made by Committee Member Gonzalez.

Further discussion took place regarding the Commission and Budget Advisory Committee members regarding possible reductions, furlough employees and other areas for reduction and savings.

Vice Mayor Paul spoke about the residents' needs and them the level of service and not cutting services for the residents.

Commissioner Salzhauer stated that the fireworks display is an area that the Town is wasting money on.

Interim Town Manager Greene addressed the comments made by Commissioner Salzhauer and the Committee.

Commissioner Salzhauer suggested looking at staffing all around.

Chair Goldberg advised the Committee to send their recommendations to Town Clerk McCready and/or Deputy Town Clerk Herbello.

Interim Town Manager Greene stated that he will provide Deputy Town Clerk Herbello with dates for the next Budget Advisory Committee during September.

Commissioner Salzhauer suggested having another meeting in two weeks and then another one in September.

Chair Goldberg suggested to have it the week of August 20 at 3:30 p.m. Consensus was reached to have the meeting and finish by 5:30 p.m.

Town Clerk McCready stated the deadline for the budget items will be by this Friday, August 7 or Monday August 10 the latest.

Commissioner Salzhauer requested to add at the Commission Meeting of August 28 to discuss the amendment to the Budget Advisory Committee meeting dates.

Commissioner Salzhauer asked Chair Goldberg to submit to the Commission a consolidated list of the discussions and to look at the take home vehicles not including the police department.

Chair Goldberg asked Interim Town Manager Greene regarding the non-police take home vehicles or car allowances.

7. Public Comments - (3-minute time limit per speaker)

There were no public speakers.

8. Adjournment

A motion was made by Vice Chair Cummings to adjourn the meeting without objection at 6:52 p.m. The motion received a second from Committee Member Craven. All voted in favor.

Accepted this _____ day of _____, 2020.

Sheryl Goldberg, Chair
Budget Advisory Committee

Attest:

Evelyn Herbello
Deputy Town Clerk