



Town of Surfside

BUDGET ADVISORY COMMITTEE MEETING MINUTES

JUNE 3, 2021 – 5:00 p.m.

Chief Terrill Williamson Police Training Room
9293 Harding Avenue, 2nd Floor, Surfside, FL 33154

1. Call to Order/Roll Call

Chair Goldberg called the meeting to order at 5:01 p.m.

Present: Chair Sheryl Goldberg, Vice Chair Robert Cummings, Committee Member Diana Gonzalez, and Committee Member Lauren Bardos.

Absent: Committee Member Andrew Craven

Also present were Assistant Town Manager Jason Greene, Commission Liaison Commissioner Eliana Salzhauer (arrived at 5:07 p.m.), Town Clerk Sandra McCready, Public Works Director Randy Stokes, and Code Enforcement Manager Carmen Alborna-Sanchez.

2. Agenda and Order of Business

3. Approval of Minutes: April 21, 2021 Budget Advisory Committee Meeting

A motion was made by Vice Chair Cummings to approve the April 21, 2021 Budget Committee Meeting Minutes, seconded by Committee Member Bardos. The motion carried with a 4-0 vote with Committee Member Craven absent.

4. FY 2022 Program Modifications – Assistant Town Manager/CFO Jason Greene

Assistant Town Manager Greene introduced the staff present at the meeting. He explained the presentation and the process for tonight.

Assistant Town Manager Greene provided the PowerPoint presentation. He started with the Building Department. The first program modification is the Plans Review Software in the amount of \$24,200 coming out of the Building Department fund not the general fund.

Vice Chair Cummings asked if this is a standard program and process that other municipalities use.

Building Official McGuinness stated this is an important program and read the mission statement of the Building Department to the Committee Members. He stated that this would shrink the review time in approving the permit submittal and approval process. He stated that by digitizing the plans they have reduced the review time.

Committee Member Bardos asked if training will be offered with this software.

Building Official McGuinness stated there will be training as the software is evolved.

Committee Member Gonzalez asked if he has experience in this type of software and will the neighbors be able to access the program.

Building Official McGuinness stated he does have experience with this type of software.

Commissioner Salzhauer asked if it will be part of Calvin Giordano and who will be heading it and handling it.

Building Official McGuinness stated that it will not be with Calvin Giordano and it will be himself and Assistant Town Manager Greene handling and overseeing the program.

Committee Member Bardos asked if there will be a need for additional staff.

Building Official McGuinness stated that there will not be a need for additional staff and they will be trained appropriately.

Commissioner Salzhauer asked regarding setting standards with submission with the zoning code change and if the software can handle whatever the requirements are.

Building Official McGuinness stated that the software will be able to handle all that is needed including flood plain management.

A motion was made by Vice Chair Cummings to approve the Plans Review Software for the Building Department in the amount of \$24,200, seconded by Committee Member Gonzalez. The motion carried with 4-0 vote with Committee Member Craven absent.

Assistant Town Manager Greene provided the program modification for the Town Hall Category 5 Storm/Resiliency Study coming from the General Fund in the amount of \$84,100.

Discussion among the Committee members took place regarding grant funding.

Commissioner Salzhauer stated that this is an evacuation zone and this a study to assess how strong the building is and everyone will find out how strong the building was when they get back to the Town.

Building Official McGuinness spoke regarding having an emergency operations center and they need to know at what level of wind category this building will sustain.

Vice Chair Cummings asked that this would also determine what areas need to be secured and strengthened.

Building Official McGuinness spoke regarding the original plans being scanned and they found plans from 1927.

Chair Goldberg stated that if this is grantable they should go ahead with the study.

Assistant Town Manager Greene stated that budget and appropriations are different. This has to be approved by the Commission and they can place as a caveat to not bring back unless you can obtain a grant.

Committee Member Gonzalez stated that she agrees with Commissioner Salzhauer that if one needs to evacuate then there is no need for this study.

Building Official McGuinness stated that this study will tell what level of wind the building can sustain.

Chair Goldberg asked if this building was here during Hurricane Andrew.

Assistant Town Manager Greene stated that wings were post Andrew which was a very localized storm.

The following individuals from the public spoke:

Jeff Rose stated that if people are staying in Town that staff will be here to support the Town and the study is needed to determine if the building is sustainable.

Joshua Epstein spoke regarding storm surge and that the building will not withstand a category 5 storm.

A motion was made by Committee Member Bardos to approve the Town Hall Category 5 Storm/Resiliency Study in the amount of \$84,100 matched with a grant, seconded by Vice Chair Cummings. The motion carried with a 4-0 vote with Committee Member Craven absent.

Vice Chair Cummings walked out of the meeting at 5:26 p.m.

Vice Chair Cummings returned back to the meeting at 5:27 p.m.

Assistant Town Manager Greene provided the program modification for the Town Website Enhancement and Redesign coming out of the Tourist Resort Fund (\$45,000) and General Fund (\$40,000) for a total amount of \$85,000. He explained the redesign of the website and how it will facilitate resident input.

Chair Goldberg asked if there will be additional staffing being hired.

Assistant Town Manager Greene stated no additional staff will be needed.

Committee member Bardos asked if there will be additional cost after the three years.

Assistant Town Manager Greene stated that this is not a recurring cost but should be looked at as technology advances.

Chair Goldberg asked Community Services and Public Communications Director Duaginikas if they will be hiring additional staff.

Community Services and Public Communications Director Duaginikas stated that they will be using the existing staff.

A motion was made by Committee member Gonzalez to approve the Town Website Enhancement and Redesign coming out of the Tourist Resort Fund (\$45,000) and General Fund (\$40,000) for a total amount of \$85,000, seconded by Committee member Bardos. The motion carried with a 4-0 vote with Committee member Craven.

Assistant Town Manager Greene presented the Capital Improvement Project Program Modification for 89th Street Beach End Renovations coming out of the Capital Projects/General Fund in the amount of \$160,000 (\$23,920 – Local Option Gas Tax and \$136,080 (Capital Projects Fund Balance) and were pre-allocated funds since they came under budget due to the efficiency of doing things inhouse.

A motion was made by Committee member Gonzalez to approve the Capital Improvement Project Program Modification for 89th Street Beach End Renovations coming out of the Capital Projects/General Fund in the amount of \$160,000 (\$23,920 – Local Option Gas Tax and \$136,080 (Capital Projects Fund Balance), seconded by Committee member Bardos. The motion carried with a 4-0 vote with Committee member Craven absent.

Assistant Town Manager Greene presented the Capital Outlay Program Modification for Town Hall Fire Alarm System Upgrade in the amount of \$69,800.

Vice Chair Cummings stated that it looks a little rich.

Assistant Town Manager Greene stated he does not know why it is so expensive.

A motion was made by Committee member Bardos to approve the Town Hall Fire Alarm, seconded by Committee member Gonzalez. The motion carried with a 4-0 vote with Committee member Craven absent.

Assistant Town Manager Greene presented the program modification for Fuel Tank Replacement and Remediation Program which will be coming out of the General Fund in the amount of \$78,600.

A motion was made by Committee member Bardos to approve the program modification for Fuel Tank Replacement and Remediation Program coming out of the General Fund in the amount of \$78,600, seconded by Vice Chair Cummings. The motion carried with a 4-0 vote with Committee member Craven absent.

Assistant Town Manager Greene presented the program modification for the Cellular Water Meters Phase I which funding source will be coming out of the Water and Sewer Fund in the amount of \$112,990 and gave a summary of the item.

Chair Goldberg clarified it was phase 1.

Assistant Town Manager Greene stated it is a 2-year project.

Committee member Gonzalez asked if this is the reason why some homes are getting high water bills.

Public Works Director Stokes stated that 99% of the time when someone gets a high water bill it is because there is a toilet running. If they can help with a break outside they will fix it and prorate their bill.

A motion was made by Vice Chair Cummings seconded by Committee Member Gonzalez to approve the Cellular Water Meters Phase I which funding source is from the Water and Sewer Fund in the amount of \$112,990. The motion carried with a 4-0 vote with Committee Member Craven absent.

Assistant Town Manager Greene provided the program modification for the Smoke Testing to comply with Miami Dade County requirement. The funding source will be the Water and Sewer in the amount of \$55,000. He explained this is when all the rainwater goes into the sewer system as well as illegal hookups.

A motion was made by Vice Chair Cummings, seconded by Committee Member Bardos to approve the Smoke Testing, which funding source is from the Water and Sewer Fund in the amount of \$55,000. The motion carried with a 4-0 vote with Committee Member Craven absent.

Assistant Town Manager Greene provided the program modification for Curb Cut Replacement Throughout Town, which funding source will be from the Stormwater Fund in the amount of \$25,000 and gave a summary of the item.

A motion was made by Committee Member Gonzalez, seconded by Committee Member Bardos to approve Curb Cut Replacement Throughout Town, which funding source will be from the Stormwater Fund in the amount of \$25,000. The motion carried with a 4-0 vote with Committee Member Craven absent.

Assistant Town Manager Greene provided the program modification for Police Body Worn Camera System for sworn officers. The funds will be coming from the General Fund in the amount of \$5,900 for police officers and \$3,453 from Parking Fund for parking enforcement officers and executive staff.

Police Chief Yero stated that this is a valuable thing for the officers and parking enforcement officers to have.

A motion was made by Committee Member Gonzalez, seconded by Committee Member Bardos to approve the Police Body Worn Camera System for sworn officers, which funds will be coming from the General Fund in the amount of \$5,900 for police officers and \$3,453 from Parking Fund for parking enforcement officers and executive staff. The motion carried with a 4-0 vote with Committee Member Craven absent

Assistant Town Manager Greene provided the program modification for Speed Measuring Radar Devices, which funds will be coming from the General Fund in the amount of \$7,520 and gave a summary of the item.

Police Captain Healey spoke regarding the traffic detail enforcement and that there has been a significant increase in enforcement and is a good deterrent.

A motion was made by Committee Member Gonzalez, seconded by Committee Member Bardos to approve the Speed Measuring Radar Devices, which funds will be coming from the General Fund in the amount of \$7,520. The motion carried with a 4-0 vote with Committee Member Craven absent.

Assistant Town Manager Green provided the program modification for the Work Utility vehicle 4 x 4 replacement for Code Enforcement, which funding will be coming from the Fleet Source Management Fund in the amount of \$16,000 and gave a summary of the item.

Committee Member Gonzalez asked which departments have them.

Assistant Town Manager Greene answered the question and stated that they do have code issues on the beach.

Committee Member Gonzalez asked if it is an electric vehicle.

Police Captain Healey stated that they have not been able to locate an electric 4 x 4 vehicle.

Assistant Town Manager Greene stated that once they find an electric 4 x 4 vehicle they will look at obtaining it.

A motion was made by Committee Member Gonzalez, seconded by Committee Member Bardos to approve the Work Utility vehicle 4 x 4 replacement for Code Enforcement, which funding will be coming from the Fleet Source Management Fund in the amount of \$16,000. The motion carried with a 4-0 vote with Committee Member Craven absent.

Assistant Town Manager Green provided the program modification for Four (4) Police Vehicles, which funding will come from the Fleet Source Management Fund in the amount of \$200,320. He stated that the current police vehicles they are replacing have exceeded the 9 years and exceed the 100,000 miles.

Police Captain Healey stated that the better ones will be delegated to be used as pool vehicles.

Vice Chair Cummings asked if the insurance rate is different from the rate for a regular individual's vehicle.

Assistant Town Manager Greene stated that it is different and it is placed in a pool and he will find out.

Chair Goldberg asked when they replace these vehicles how many backups they would have and could they trade them in or scrap them.

Police Chief Yero stated that they try to keep three (3) backup vehicles and they have the backups for accidents or vehicle breakdowns.

Assistant Town Manager Greene stated that the fleet is not increasing, they buy 4 and they sell 4.

A motion was made by Committee Member Gonzalez, seconded by Committee Member Bardos to approve the purchase of Four (4) Police Vehicles, which funding will come from the Fleet Source Management Fund in the amount of \$200,320. The motion carried with a 4-0 vote with Committee Member Craven absent.

Assistant Town Manager Green provided the program modification for the Preservation and Archival Digitization of Ordinances, which will be coming from the General Fund in the amount of \$68,000. He stated that this is very important to have done and it is a multi-year operation to do the process for Ordinances 1-175, which cover the years of 1935 – 1970s. This is a sole source and only vendor that can do it.

Town Clerk McCready gave a presentation and explained that these are permanent records and need to be preserved before they lose them. It takes the moisture out of them and preserves them for 300 years. They preserve and digitalize them as well. She provided a presentation of the company.

Chair Goldberg asked the time frame it would take for them to complete this.

Town Clerk McCready stated that she will find out.

A motion was made by Committee Member Bardos, seconded by Vice Chair Cummings to approve the Preservation and Archival Digitization of Ordinances, which will be coming from the General Fund in the amount of \$68,000. The motion carried with a 4-0 vote with Committee Member Craven absent.

Assistant Town Manager Green provided the program modification for the Downtown Walkability and Design Study, which funding will be coming from the Municipal Transportation Fund in the amount of \$50,000. The monies in that fund must be used specifically for transportation. He stated that it went through the Tourist Board and Downtown Vision Advisory Committee (DVAC) and gave a summary of the item.

The following individuals from the public spoke:

Marianne Meischeid spoke regarding the item and that it was approved by DVAC and Commission and this study has never been done and they need to do something to preserve downtown.

George Kousoulas provided a sketch on how to widening the sidewalk and showed them what is and is not possible and what they can get.

Jeff Rose stated that DVAC, Tourist Board and Police also support this as well as the Commission.

Joshua Epstein agrees with this and why you would get rid of parking.

Chair Goldberg stated that they would lose parking.

Assistant Town Manager Greene stated that they already had a meeting with the Florida Department of Transportation (FDOT) and they have a project of repaving all of Harding Avenue within the next 2 years and they honestly do not care about eliminating parking spaces. He also stated that this would go through their transportation planning. He stated that there is money appropriated to be used for this project.

Commissioner Salzhauer stated that her concern is safety and those vehicles parked act as a barrier from running anyone over and believes they should have bollards. She also stated that expanding the sidewalks will give more space to add more tables.

Mr. Kousoulas stated that Harding Avenue is a raceway and whatever you put there it would have to built to a certain impact resistance. He spoke regarding the widening of the sidewalk and the café tables on the sidewalk.

Committee Member Gonzalez asked who will be doing the study.

Assistant Town Manager Greene stated it would be Marlin Engineering.

A motion was made by Committee Member Bardos, seconded by Vice Chair Cummings to approve the Downtown Walkability and Design Study, which funding will be coming from the Municipal Transportation Fund in the amount of \$50,000. The motion carried with a 3-1 vote with Committee Member Gonzalez voting in opposition and Committee Member Craven absent.

Assistant Town Manager Green provided the program modification for the Grant Writing and Support Services, which will be coming from the General Fund in an amount of \$18,000 to contract someone to work on research, review and write grant applications as well as RFPs and RFQs. He summarized the item.

Discussion took place among the Committee on the cost and the need for the position and that the individual will also do research.

A motion was made by Vice Chair Cummings, seconded by Committee Member Bardos to approve the Grant Writing and Support Services, which will be coming from the General Fund in an amount of \$18,000. The motion carried with a 4-0 vote with Committee Member Craven absent.

Assistant Town Manager Green provided the program modification for Town Hall Security Camera Upgrades, which funds will come from the General Fund in the amount of \$30,000. This camera system is for town hall and most of the cost is for the server needed.

A motion was made by Committee Member Bardos, seconded by Vice Chair Cummings to approve the Town Hall Security Camera Upgrades, which funds will come from the General Fund in the amount of \$30,000. The motion carried with a 4-0 vote with Committee Member Craven absent.

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

Joshua Epstein spoke regarding the part timers in Town and raising their wages.

Vice Chair Cummings asked if there is a State mandate that the Town has to raise the minimum wage. He asked if anyone in the Town is making below the minimum wage.

Assistant Town Manager Greene stated that everyone is paid the state minimum wage.

Vice Chair Cummings stated that everyone should pay the minimum wage to the employees.

Committee Member Gonzalez stated that she cannot make the meetings at 5:00 p.m. anymore.

Assistant Town Manager Greene stated the reason for the 5:00 p.m. meetings and that is in order for staff to be able to attend. He mentioned that if it is much later you run the risk that the staff is unable to attend if needed.

Chair Goldberg stated that she is aware they voted on the timeframe and what she is observing is that people are having a hard time attending because they all work. She stated that the 5:00 p.m. meeting is a struggle and proposed to move the meetings to 6:00 p.m.

Vice Chair Cummings stated it is a problem for everyone and they should find a balance.

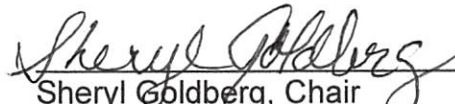
A motion was made by Committee Member Gonzalez to move the meetings to 5:30 p.m., seconded by Vice Chair Cummings. The motion carried with a 4-0 vote with Committee Member Craven absent.

Discussion took place regarding what will be on the July agenda, what the Committee will be reviewing and discussing as well as the future meetings until September.

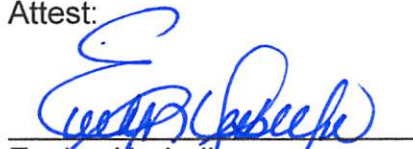
6. Adjournment

A motion was made by Committee member Bardos to adjourn the meeting without objection at 6:44 p.m. The motion received a second from Vice Chair Cummings. The motion carried with a 4-0 vote with Committee Member Craven absent.

Accepted this 18 day of August, 2021.


Sheryl Goldberg, Chair
Budget Advisory Committee

Attest:


Evelyn Herbello
Deputy Town Clerk