



**Town of Surfside
Town Commission Meeting
AGENDA**

**June 12, 2012
7 p.m.**

Town Hall Commission Chambers - 9293 Harding Ave, 2nd 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 Daniel Dietch**
- E. Agenda and Order of Business Additions, deletions and linkages**
- F. Community Notes – Mayor Daniel Dietch**
- *G. Introduction of New Finance Director, Donald “Don” Nelson, C.P.A. - Roger M. Carlton, Town Manager Page 1 - 4**
- *H. Relay for Life Presentation – Janey Mayville, Community Representative (SET FOR TIME CERTAIN 7:15PM)**
- *I. Exemplary Surfside Student Awards and Certificates Presentation – Mayor Daniel Dietch (SET FOR TIME CERTAIN 7:20PM)**
- *J. Miami Beach Collins Avenue/Indian Creek Project Presentation – James Bennett, Project Administrator for the Florida Department of Transportation (SET FOR TIME CERTAIN 7:30 PM) *Note: Mayor and Members of the Village of Bal Harbour and the Town of Bay Harbor Islands Commission have been invited.***

2. Quasi-Judicial Hearings

- A. A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, CONSIDERING THE APPLICATION OF 8985 BAY DRIVE, TO PERMIT A SIDE SETBACK VARIANCE FROM SECTION 90-45 OF THE CODE OF ORDINANCES TO ALLOW A 15.9 FOOT SIDE SETBACK VARIANCE ON THE EAST SIDE OF THE PROPERTY AND PROVIDING FOR AN EFFECTIVE DATE. (There is a request for deferral of this item for the July 2012 Town Commission Meeting)**

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,

during item 1E Agenda and Order of Business, that an item be removed from the Consent Agenda and discussed separately.

Recommended Motion: To approve all consent agenda items as presented below.

** Denotes agenda items as “must haves” which means there will be significant impacts if the item is not addressed tonight. If these items have not been heard by 10 p.m., the order of the agenda will be changed to allow them to be heard.*

- *A. Minutes - May 8, 2012 – Regular Commission Meeting Page 5 - 13
- B. Budget to Actual Summary as of March 31, 2012 – Roger M. Carlton, Town Manager Page 13 - 15
- *C. Town Manager’s Report (Points of Light) – Roger M. Carlton, Town Manager Page 16 - 67
- *D. Town Attorney’s Report – Lynn M. Dannheisser, Town Attorney Page 68 - 73
- *E. Projects Progress Report – Calvin, Giordano and Associates, Inc. Page 74 - 76

4. Ordinances

(Set for approximately 8:00 p.m.) (Note: Good and Welfare must begin at 8:15)

A. Second Readings (Ordinances and Public Hearing)

- *1. Amending Section 2-176 Service Retirement Allowance and Clarify the Normal Retirement Date for Members who are Police Officers– Roger M. Carlton, Town Manager Page 77 - 82

AN ORDINANCE AMENDING THE CODE OF THE TOWN OF SURFSIDE; RELATING TO THE RETIREMENT PLAN FOR EMPLOYEES OF THE TOWN OF SURFSIDE; AMENDING SECTION 2-176 OF THE CODE TO CLARIFY THE NORMAL RETIREMENT DATE FOR POLICE OFFICERS UNDER THE PLAN; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

[This ordinance amends Section 2-176 of the Town Code to further clarify the normal retirement date for police officers in the retirement plan.]

(Set for approximately 8:05 p.m.) (Note: Good and Welfare must begin at 8:15)

B. First Readings Ordinances

- *1. FY12 Capital Improvement Element Update – Sarah Sinatra, Town Planner Page 83 - 92

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, ADOPTING THE ANNUAL UPDATE TO THE CAPITAL IMPROVEMENTS ELEMENT WITHIN THE TOWN'S COMPREHENSIVE PLAN IN ACCORDANCE WITH SECTION 163.3177, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY, CONFLICT, INCLUSION IN THE COMPREHENSIVE PLAN AND AN EFFECTIVE DATE.

[This ordinance updates the Capital Improvement Element per Florida Statutes which require local governments to annually update the Capital Improvements Element contained in their Comprehensive Plans.]

5. Resolutions and Proclamations

(Set for approximately 8:40 p.m.) (Note: Depends upon length of Good and Welfare)

***A. Charter Review Ballot Questions - Lynn Dannheisser, Town Attorney Page 93 - 137**

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING THE TOWN CHARTER TO PROVIDE REQUISITE BALLOT LANGUAGE FOR SUBMISSION TO ELECTORS; PROVIDING FOR COPIES OF THE CHARTER AMENDMENT TO BE AVAILABLE FOR PUBLIC INSPECTION; PROVIDING FOR THE TOWN CLERK TO UTILIZE THE SERVICES OF MIAMI-DADE COUNTY SUPERVISOR OF ELECTIONS; PROVIDING FOR INCLUSION IN THE CHARTER; TO ACCEPT THOSE CHARTER PROVISIONS SET FORTH IN SAID CHAPTER AND ONLY THOSE APPROVED BY A MAJORITY OF THE VOTERS ON NOVEMBER 6, 2012 ACCORDING TO OFFICIAL RESULTS; TO AMEND THE TOWN CHARTER TO ADD A PREAMBLE AND CITIZEN'S BILL OF RIGHTS; AMENDING ARTICLE VI. SECTION 105 GENERAL AND SPECIAL ELECTIONS OF COMMISSION MEMBERS; ARTICLE IX. SECTION 128 MANDATORY CHARTER REVIEW; ARTICLE I. SECTION 4 GENERAL POWERS OF TOWN; PROVIDING FOR REPEALER; PROVIDING FOR SEVERABILITY; DIRECTING THE TOWN CLERK TO AMEND THE TOWN CHARTER IN ACCORDANCE WITH THE ELECTION RESULTS AND THIS RESOLUTION; PROVIDING FOR INCLUSION INTO THE TOWN CHARTER AND CODE; PROVIDING FOR AN EFFECTIVE DATE.

- *B. Acceptance of Commissioner Lisbon Resignation and Scheduling of Special Election – Lynn Dannheisser, Town Attorney Page 138 - 147**

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA ACCEPTING COMMISSIONER LISBON'S RESIGNATION FROM OFFICE AND SCHEDULING A SPECIAL ELECTION IN ACCORDANCE WITH THE TOWN CHARTER; AUTHORIZING THE TOWN MANAGER AND TOWN ATTORNEY TO TAKE ANY NECESSARY ACTION AND PROVIDING FOR AN EFFECTIVE DATE.

- *C. Final Appointment of Planning & Zoning Board/Design Review Board Members – Lynn Dannheisser, Town Attorney Page 148 - 152**

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, APPOINTING MEMBERS OF THE TOWN PLANNING AND ZONING BOARD AND DESIGN REVIEW BOARD; PROVIDING FOR IMPLEMENTATION; AND, PROVIDING FOR AN EFFECTIVE DATE.

- D. Wayfinding Signage Project – Duncan Tavares, TEDACS Director Page 153 - 179**

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AWARDED BID TO DON BELL SIGNS, LLC IN AN AMOUNT NOT TO EXCEED \$96,820.00; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE REQUIRED CONTRACT; AND PROVIDING FOR AN EFFECTIVE DATE.

- E. Proposed Bifurcation of Commission Meetings - Lynn Dannheisser, Town Attorney Page 180 - 182**

RESOLUTION OF THE TOWN COMMISSION FOR THE TOWN OF SURFSIDE, FLORIDA, PROVIDING FOR THE BIFURCATION OF TOWN COMMISSION MEETINGS IN THE EVENT THAT THE TOWN HAS QUASI-JUDICIAL/ZONING MATTERS TO DISCUSS, PROVIDING FOR AN EFFECTIVE DATE.

- F. New Surfside Information Technology and Telecommunications Committee – Vice Mayor Michael Karukin Page 183 - 196**

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, CREATING A TECHNOLOGY AND COMMUNICATIONS COMMITTEE TO PROVIDE GUIDANCE TO

**THE TOWN'S ADMINISTRATION REGARDING INFORMATION
TECHNOLOGY (IT) AND COMMUNICATION PROGRAMS.**

***G. Approval of Expenditures – Commissioner Michelle Kligman Page 197 - 199**

***A. A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA REQUIRING ANY EXPENDITURES OVER \$8,500 TO BE APPROVED BY THE TOWN COMMISSION THROUGH A RESOLUTION; AUTHORIZING THE TOWN MANAGER AND TOWN ATTORNEY TO TAKE ANY NECESSARY ACTION AND PROVIDING FOR AN EFFECTIVE DATE.**

***B. Town Manager's Response to Agenda Item 5GA – Roger M. Carlton,
Town Manager Page 200 - 231**

6. Good and Welfare (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.

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, during item 1E Agenda and Order of Business, that an item be removed from the consent agenda and discussed separately.

8. Unfinished Business and New Business

9. Mayor, Commission and Staff Communications

***A. Change of the August 14, 2012 Town Commission Meeting – Roger M. Carlton,
Town Manager Page 232**

**B. Board and Committee Appointments Update – Roger M. Carlton, Town Manager
Page 233 - 236**

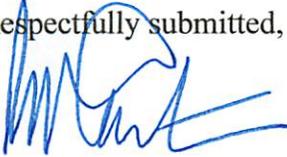
***C. Hurricane Readiness (Verbal) – David Allen, Chief of Police (TIME CERTAIN
7:45) Page 237 - 346**

D. Downtown Bench Sponsorship (Verbal)– Duncan Tavares, TEDCAS Director

***E. Florida League of Cities 86th Annual Conference and Miami Dade League of
Cities Commission Representative – Roger M. Carlton, Town Manager Page
347 - 351**

10. Adjournment

Respectfully submitted,



Roger M. Carlton
Town Manager

THIS MEETING IS OPEN TO THE PUBLIC. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS ARE DISABLED; WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS MEETING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE TOWN CLERK AT 305-893-6511 EXT. 226 NO LATER THAN FOUR DAYS PRIOR TO SUCH PROCEEDING. HEARING IMPAIRED PERSONS MAY CONTACT THE TDD LINE AT 305-893-7936.

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

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.