



Town of Surfside

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

TOWN MANAGER'S REPORT February 2014

COMMUNITY PROGRAMS/INITIATIVES/ENHANCEMENTS

Current Status: The concept of Surfside entering into Sister City relationships with other towns/cities was first discussed within the Administration due to the success of such programs in Surfside's neighboring communities of Miami Beach and Sunny Isles Beach. The idea was recently proposed at the August, 2013 Town Commission meeting by resident Peter Neville as an initiative the Tourist Board might consider given the advent of the revitalization of the Town's tourism economy. Becoming a Sister City (or Town Twinning) creates a broad-based relationship and partnership between two communities nationally or internationally. Traditionally this relationship requires a cooperative agreement between the two towns that often promotes cultural and commercial ties. Possible programs could be established with communities such as Newtown, CT, given the established relationship created by the gift of Ruth the Turtle, with those that have an historical tourism connection (i.e. Canada), as well as with towns based on the heritage of Surfside's population (e.g. those in Israel, Latin and South America) or with those communities that are vested in turtle conservation. The Tourist Board endorsed the idea at their October 7, 2013 meeting but feels that it should be a collaborative effort with the Town Commission. At the January 6, 2014 Tourist Board meeting, the Board unanimously endorsed recommending Newtown, CT as the first Surfside sister city to the Town Commission. The Tourist Board met with members of the Town Commission at the regular monthly Tourist Board meeting on Monday February 3, 2014. A recommendation on proceeding with this initiative will be provided to the Town Commission at the March 11, 2014 meeting. Find more information at: <http://sister-cities.org>.

2. Bullying Program

Current Status: Following up on the successful 2013 anti-bullying initiative, a second anti bully program was held by the Parks and Recreation Department on January 29, 2014. The program was a success. The program was an interactive session between the presenters and patrons. Anti-bully events along with staff and community training will be an ongoing process per the Town Resolution adopted in February, 2013.

3. Mt. Sinai Bus Route

Current Status: Following the Town Manager and TEDACS Director meeting with the Jewish Community Services (JCS) team on May 30, 2013 regarding transportation options and related costs, JCS staff prepared a bus proposal. This information was presented to the Town Commission in the FY 13/14 budget process. A subsequent meeting on June 24, 2013 explored further partnership options to

mutually benefit Town residents and JCS clients. A Program Modification addressing transportation to Mount Sinai in conjunction with JCS was included in the proposed FY 13/14 budget. Following budget adoption, the Town Manager met with JCS on a proposal that would address the request for a Mount Sinai route and also provide additional services to the Town's seniors through the Surf/Bal/Bay Club. In late November, the Town was notified that JCS has made a financial decision to close the Surf/Bal/Bay Club. Other options to be explored include discussions with neighboring barrier island communities including Bal Harbour; Bay Harbor; Sunny Isles and Miami Beach.

4. Joint Skate Park with City of Miami Beach

Current Status: The proposal of a skate park located between 86th and 87th streets through a partnership between the Town of Surfside and Miami Beach was presented by Miami Beach Parks and Recreation Department to the Miami Beach Commission on January 15, 2014. The Miami Beach Commission requested staff to prepare a comprehensive Master Plan for the considerable amount of land in the very extreme north area of Miami Beach owned by the City. The City Commissioners indicated that this area should be developed as part of an overall plan. Regular updates will be provided as Miami Beach staff works toward addressing a Master Plan for this area.

5. MAST Academy – Miami-Dade County Public Schools Maritime and Science Technology Academy (FIU Biscayne Bay Campus)

Current Status: Miami-Dade County Public School District is currently in the process of finalizing the startup of a District operated secondary program in environmental sciences at the FIU Biscayne Bay Campus (3000 NE 151st Street, North Miami) for School Year 13/14.

Mayor Daniel Dietch and the Town Manager received a briefing on June 18, 2013 from County School District officials on the start-up of the Environmental Science Program and longer range plans to fund and permanently establish a facility. Commissioner Michelle Kligman also received a briefing from the Superintendent's Office on the proposal.

In a number of locations through the County, municipalities partner with the School District to invest in educational opportunities for its residents particularly as it relates to MAST academies. On September 9th, Surfside and Miami-Dade County School District hosted an information meeting at Town Hall regarding the Environmental Sciences at Florida International University (FIU), located at 3000 NE 151 Street in North Miami. The meeting took place in the Commission Chambers. The agenda and meeting information was posted on the Town's website under Town News. Elected Officials and staff from Bal Harbour and Bay Harbor Islands were invited to attend the September 9th meeting to hear about this opportunity to expand educational opportunities for local students. The Commission was provided with a written report on the September 9th Community meeting. An open house tour of the MAST Academy at FIU was held on October 17. There were approximately 25 attendees at the open house and the Town was represented by Linda Jain, Web and Special Projects Coordinator.

A conference call was held on December 12 with Assistant Superintendent Iraidia Mendez-Cartaya, CPA to follow-up on Fausto Gomez's suggestions on possible funding options. The following is a summary of our discussions:

- Student stations that would be eligible for Surfside students would cost \$20,000 per student station. These student stations would be on-going and not just assigned to initial students. Surfside students would have to meet eligibility requirements and the number of seats purchased for Surfside students would be assigned and if the number of eligible Surfside students exceeded the number of student stations, then a lottery would be used.
- Initial estimates for finalizing an agreement on student stations would need to be in place prior to the school year 17/18.
- A number of municipalities have entered into agreements with the County for similar endeavors where direct educational benefit is provided to students in that municipality. Ms. Mendez-Cartaya has provided us agreements between the School District and: 1. Key Biscayne, 2. Cutler Bay; and 3. Sunny Isles.

An added benefit for students from Surfside to attend the MAST@FIU would be for the student to have the ability to complete up to an AA degree at the time of graduation from high school with the cost funded by the School District.

Ms. Mendez-Cartaya will initiate an analysis of student numbers and projected growth to provide input to the Town regarding a recommended number of student stations for the Town to consider.

The Town Manager will follow-up with area Managers regarding their jurisdiction's position on the MAST@FIU. Also, Town Staff is scheduled to meet on February 10 with School District officials to further the dialogue on a possible partnership on the MAST@FIU.

As the Commission addresses the allocation of resources from development activities (see Five Year Financial Forecast), a modest, annual educational investment presents a unique opportunity that would benefit current and future generations of Surfside students and have a positive impact on the desirability of raising a family in Surfside and enhance property values.

6. Turtles Project – Art in Public Places

Current Status: The Tourist Bureau continues to leverage the icon Turtles in promoting Surfside. With the Tourist Board's decision to keep the remaining Turtles and leave them on 93rd Street ("Turtle Walk"), the department can now focus on including them in marketing initiatives. An item requested by the Vice Mayor regarding small turtle statues is on the February 11, 2014 Town Commission agenda. **Action Item**

7. Newcomers Packet

Current Status: By March, a “newcomers packet” will be available to be presented to new residents of the Town.

The theme of the packet is “Welcome to the Neighborhood” and will provide a variety of information to new residents acclimatizing them to Surfside and inform them of the many and varied services and amenities available to them in their new town.

This new initiative will be rolled out at the same time another new initiative begins. This month the FY 13/14 funded Neighborhood Resource Officer program will begin. Neighborhood Resource Officer (NRO) will personally deliver a newcomer packet to the new residents. They will be identified through a number of sources: opening new utility account; acquiring a Town ID/parking sticker; word of mouth, etc.

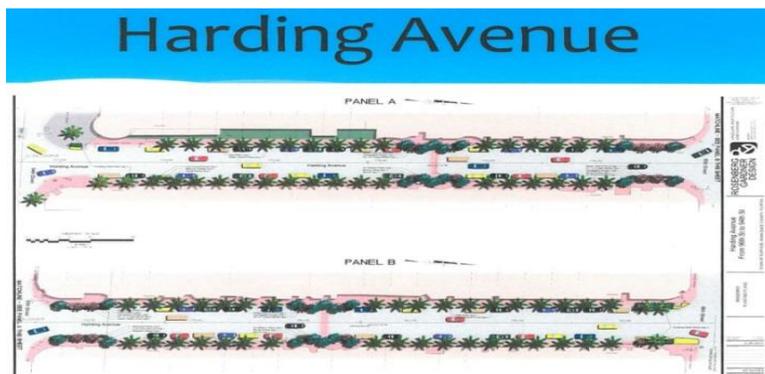
The newcomer packet will be focused on identifying web based Town information. When the NRO delivers the packet, an assessment will be made if the new resident has the availability to successfully obtain the necessary resident information via web or if Staff needs to follow-up with hard copy information.

Thanks to Dawn Hunziker for spearheading this effort.

DOWNTOWN BUSINESS DISTRICT AND TOURISM

8. Harding Avenue Streetscape Plan

Current Status: The project is nearing completion. Benches have been ordered and are awaiting delivery (4-6 weeks). Public works is installing the wiring, up-lighting and receptacles starting at 95th and Harding and working north and south. Once the lights are installed, the plantings in the tree wells will be completed. A ribbon cutting ceremony is planned to coincide with the Tourist Bureau's Third Thursday event: Thursday, February 20, 2014 at 7pm on Harding Avenue at 95th Street.



9. Downtown Vision Project: Commissioner Michelle Kligman

Current Status: DVAC met on January 27, 2014. Topics discussed included an update on the parking structure April 1 report, the results of the BID Straw Poll with the next steps in the BID process and a tentative schedule to address the sign code:

BID Timeline:

- Nov 12 Town Commission (TC) Mtg: Conduct a Straw Vote.
- Jan 14 TC Mtg: Straw Vote Results: 21 in favor (24 votes needed); First reading of an enabling ordinance.
- Jan 30 Planning & Zoning Mtg: Vet the enabling ordinance.
- Feb 11 TC Mtg: Second reading of enabling ordinance and First reading of a downtown BID creation ordinance.
- Mar 11 TC Mtg: Second reading of the downtown BID creation ordinance and the intent to assess a special assessment and prepare the preliminary assessment roll resolution.
- A referendum of property owners to be conducted within 120 days.
- 5 days to present vote results to TC.
- 30 days for the TC to appoint a BID Board.
- Setting a time and place for the special assessment to be heard resolution.
- The BID is then created upon affirming the majority vote.

The 2nd reading of the enabling ordinance and the 1st reading of a downtown BID creation ordinance are on the February 11, 2014 Town Commission Agenda. **Action Item**

Tentative Sign Code Review Timeline

March: DVAC
May: P&Z/Commission Joint Meeting
July: DVAC
October: Commission
October: P&Z
December: Commission

Next month DVAC will have a discussion item on a possible color palette for downtown as suggested by the Planning and Zoning Board.

10. Sidewalk Ordinance Implementation

Current Status: The Town has received the signed copies of the Sidewalk Café Agreement with FDOT. The Building Department will oversee the roll out and management of this with the assistance of Code Compliance and TEDACS. Door to door outreach is set to begin the week of February 3, 2014.

11. Parking Structure Feasibility Study

Current Status: The completed study was issued to the DVAC Parking Subcommittee (which includes members appointed by the Town Commission and the Town Manager) on March 8, 2013 for the March 20, 2013 meeting. Rich and Associates and C3TS/Stantec presented to the committee and public in attendance and the meeting was broadcast over Channel 77. The committee unanimously voted in favor of moving the study on to the Planning and Zoning Board (April 3, 2013) and Town Commission (April 9, 2013).

At the April 9, 2013 meeting, the Commission acknowledged receipt of the March, 2013 Parking Structure Feasibility Study. The Commission tasked Staff to develop a public outreach and educational process to move the Study forward in order to ensure all stakeholders have been informed and involved prior to the Commission proceeding with its action on the Study.

Staff began the outreach/education process on the Parking Structure Feasibility Study. At the May, 2013 DVAC meeting, the committee members were asked to share their ideas/suggestions on the community outreach/vision process. At the June 24, 2013 DVAC meeting, the committee members provided ideas/suggestions on the community outreach/vision process. The item was also discussed at the two BID Property Owners/Business Operators meetings held on June 26, 2013.

At its October meeting, the Commission provided direction to move this process forward including:

- Acknowledging the parking deficiencies in the business district; (shortage of parking spaces presents unacceptable conditions for business and customers and needs a comprehensive solution).
- Supporting the outreach effort to develop a final report to be prepared no later than April 1, 2014 containing: detailed recommendations on parking facility improvements to address deficiencies including location; financing options and construction timeframes.
- Recognition that the Commission retains the ultimate decision making authority in how the recommendations of the report are implemented, including method of approval.

On December 18, a Community Dialogue was held as part of the outreach. This meeting was posted on the Town's website Meetings and Community calendars, was mentioned as part of the Mayor's Community Notes at the televised Town Commission meeting on December 10, was the main focus of the Town Manager's message in the December Gazette, sent out as a website eblast and went to all committee/board members asking them to disseminate the information to their community networks. There were over 35 in attendance.

The Town Manager discussed the study and various proposals to address the parking shortage. The majority in attendance expressed their support of the Town proceeding in the most expeditious manner to build a structure. One person in attendance advocated for a referendum on the issue. There was a favorable response to a possible solution at the Town Hall/Community

Center Municipal complex and there was support for more than one structure. As many felt that a private, public partnership for the 94th Street lot was a viable idea, there was equal support for something at the Abbott lot as well as the Post Office lot. There were a few residents who expressed their opinion that there is not a need to address the parking situation as they feel the need does not exist. The Town Manager is meeting individually with these residents to further the dialogue and address their concerns. Concerns/input received related to beach parking, no additional resident taxation, traffic flow and impact to the homes on Abbott Avenue.

The report will be presented by the April 1 due date.

12. Five Year Tourism Strategic Plan

Current Status: Staff is working on implementing the first year identified in the plan (FY 13/14). The Tourist Board finalized the ethics, conflict of interest, policies and procedures as well as governance policies. Along with suggested changes to the Town's Resort Tax Ordinance, these items are on the February 11, 2014 Town Commission agenda. **Action Item**

INFRASTRUCTURE AND UTILITIES

13. 95th Street End Project

Current Status: The project is about 95% complete. Pavers were cleaned and sealed. Plantings and mulch were installed around the medjools. The remaining work involves the installation of the street lights and bollards which is scheduled for February 14. A meeting on site for the Phase 2 (east of the bulkhead) is scheduled with DEP for the third week of February to finalize the permit requirements needed to proceed forward with Phase 2.

95th Street looking east from Collins Avenue:



14. North Force Main/Building Better Communities Bond Program

Current Status: There is both progress and pushback on this effort to obtain funding for this critically important second sewage disposal alternative for Surfside, Bal Harbour and Bay Harbor Islands. Miami-Dade County WASD has retained the firm of Hazen and Sawyer to study the situation at the North Dade Regional Plant and the 163rd Street force main. This is recognition that something needs to be done that will resolve the issue which we keep top of their minds. The negatives are that specific projects which would facilitate acceptance of our sewage are not listed in the draft settlement agreement with EPA and FDEP. Surfside was represented in a community meeting held by WASD September 27, 2012 and our concerns were placed on the record, Mayor Daniel Dietch, Donald Nelson and the former Town Manager also attended a meeting held at WASD on October 25, 2012 in which the draft settlement agreement was further discussed. A new resolution was approved by the Board of County Commissioners that gave specific direction to the County Administration to consider innovative municipal projects as they prioritized the Building Better Communities bond funding. This amendment was written by the former Town Manager and supported by County Commissioner Sally Heyman. Finally, the risks inherent in the Virginia Key plant (where our sewage is treated) and the new force main under Government Cut have been documented in the Miami Herald.

In a conversation with Doug Yoder, Assistant WASD Director who is handling the negotiations with EPA and DEP, it was learned that an environmental group has filed a lawsuit which questions the advisability of upgrading shoreline sewer plants that may go underwater if global warming raises sea level. Therefore WASD is looking at the alternative of an inland plant at a higher elevation. There is a long way to go on this issue.

At the May 21, 2013 County Commission meeting, the County adopted a resolution regarding the Federal Consent Decree. Commissioner Heyman again expressed support for recognition of funding efforts of municipal governments in upgrading sanitary facilities. Bob McSweeney, PE of CGA represented the Town at this meeting. However, since the County Commission action on the Consent Decree was a resolution, no public comment was received. The following is a summary of the long established Town talking points on this issue which were to be presented:

1. There should be recognition for communities that have made substantial investment to combat I&I. Rate increases should be discounted for communities which took initiative to reduce the I&I utilizing their own funds. Surfside has expended \$23 million on their utilities with the goal of reducing the I&I by 90%.
2. Lift stations – Surfside has fixed its own, as has Miami Beach. Surfside's sewage flows through upgraded lift stations with acceptable NAPOT reports. Again, communities which showed initiative should not be punished by these rate increases.
3. Support for Commissioner Heyman's position: "Any Building Better Communities water and/or sewer project in which a municipality has put forth an innovative financing plan shall not be adjusted as to priority in this analysis and in fact, shall be accelerated if possible. Further, the analysis requested of the Mayor shall include the implication for any

recommended adjustments in dollars or timing in the Building Better Communities Bonds as to allocation of water and sewer permits for new or updated construction projects. Said analysis shall be done in a format that clearly demonstrates how the proposed adjustments impact the construction industry and job creation.”

4. There should be recognition for building permits issuance and utilization of County capacity to offset County costs/ burden by developers. This burden should not be placed solely on the wholesale customers such as the Town of Surfside.

On May 29, 2013, Town Manager Michael Crotty discussed with Commissioner Heyman establishing a meeting to follow-up on sanitary sewer issues. The Commission will be provided updates.

On July 11, 2013, Town representatives met with Miami Beach officials regarding the agreement with Miami Beach on sanitary sewer services they provide to the Town. Issues identified during the preparation of the new agreement with Miami Beach may identify additional issues to assist in the Town's discussions with Miami-Dade. Miami Beach will be encouraged to partner with the Town and our adjoining communities as we approach Miami-Dade regarding the possibility of a north force main. This enhancement would be a significant “back-up” for Miami Beach. Once the negotiations are concluded with Miami Beach, Bob McSweeney, CGA Director of Engineering Construction, will prepare a report outlining the Town's efforts in upgrades/improvements to its sanitary sewer system and issues in support of our talking points listed above which will serve as the basis for discussions with the County.

Finally, a meeting was held with DERM on August 29 to discuss the Town's successful compliance with the terms of the 2007 Consent Agreement as a result of the Town's \$23.6M Water/Sewer/Storm Drainage Project. Town staff discussed with DERM representatives the contemplated north force main project; benefits to be derived and possible approaches to achieve this objective. Miami Beach officials have been initially approached to discuss the north force main project and determine their interest in participating with the County in this dialogue. Additional dialogue will occur with the Manager's Office, Utilities and Economic Development staff.

15. Water/Sewer/Storm Drainage Project and Collins Avenue Force Main Project

Current Status: See CGA monthly report in the Commission agenda packet for the status of the Water/Sewer/Storm Drainage Project.

16. Seawall Project

Current Status: Miami-Dade County Regulatory and Economic Resources (RER) (formerly DERM) has completed the Biological Opinion (BO). The results of the BO were submitted to the Town and CGA has incorporated the BO permit requirements into our final plans. The US Army Corps of Engineers (USACE) permit was obtained in late February 2013 and the FDEP permit was obtained in April 2013. The SFWMD and RER final permits have been received. The Town received final authorization from Florida Inland Navigation District (FIND) and the Commission approved a resolution to allocate the Town's matching funds at the December 2013 Commission meeting.

At the January, 2014 meeting, the Commission again stated its support of the original implementation schedule and its desire to replenish the reserves during the FY 14/15 budget process to replace the amount of the reserves utilized on the seawall project as the source of the Town's local match (\$494,445). CGA anticipates being out to bid in early March. CGA has been requested to include in the specifications that it is the preference of the Town for the selected contractor to make available to residents the "unit prices" of the contract in order to provide residents an opportunity to undertake private seawall replacement at what should be reduced unit prices as the contractor will already be mobilized in the area. Finally, Staff met with PACE Program staff regarding financing opportunities for residents.

17. Beach Renourishment

Current Status: Hurricane Sandy and high full moon tides and wind caused significant erosion on our beach. Due to the storm, Surfside lost up to 75 feet of beach (with nearly 25 feet returning by natural drift of sand) and was one of the least damaged segments of beach countywide. Staff has begun work on many fronts to ensure that various agencies with authority and funding initiate a re-nourishment program. A meeting was held with Miami-Dade County staff on December 20, 2012 and the County accepted responsibility for coordinating the re-nourishment. Town Staff will be kept updated as Miami-Dade County moves forward with any re-nourishment project.

Congresswoman Debbie Wasserman Shultz sponsored a Coastal Community Roundtable on April 4, 2013. Governmental representatives from Miami-Dade and Broward Counties heard presentations from U.S. Army Corps of Engineers in Jacksonville, Florida. Of local interest, Corps representatives presented an overview of the sand re-nourishment project scheduled in Bal Harbour (Contract G: August, 2013 Award and start date at the conclusion of Sea Turtle Season). After this project, compatible sand sources for re-nourishment will be depleted.

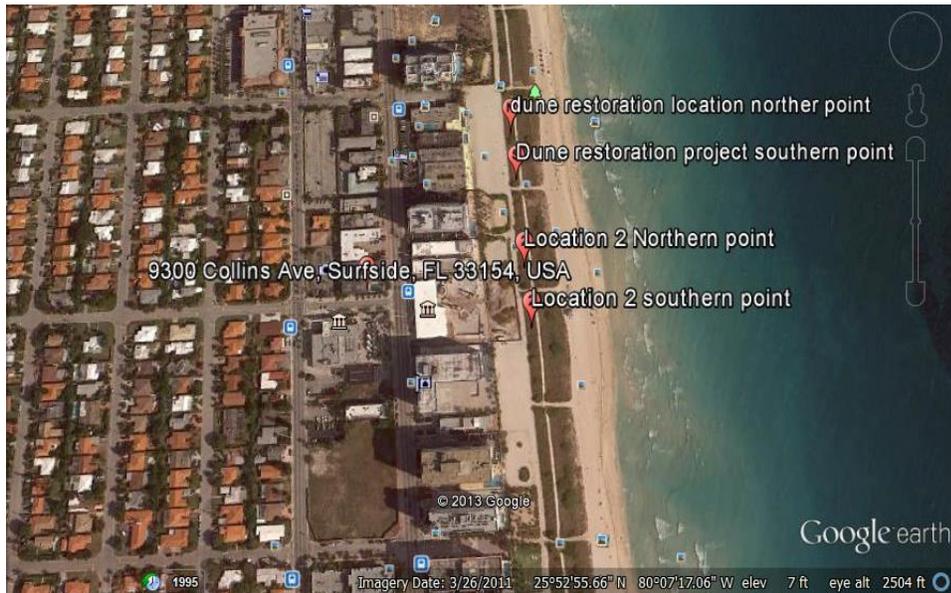
The Corps began an outreach pertaining to their planned sand source study (Contract J: tentative date August, 2014). The study attempted to locate compatible sand (non-County borrow area) for future projects and the initial findings indicate that the sources of compatible sand is located north of Miami-Dade as far north as Martin/St. Lucie counties.

Brian Flynn, Special Projects Administrator, Miami-Dade DERM is confirmed for the March, 2014 Commission meeting to present an update on the Sand Source Study and for the next County's beach renourishment project coordinated by Miami-Dade which is Surfside in 2015!

18. Surfside Community Center Dune Renourishment Project

Current Status: Public Works in conjunction with the Youth Environmental Alliance Group have partnered for a Dune Restoration Project to be held on March 15, 2013 from 9 am to 12 pm just southeast of the Community center. The purpose of the project is to create an awareness of the importance of preserving and restoring our dunes. Renourished beaches protect sea turtle

nesting areas and counteract beach erosion negative impacts. Lee Gottlieb has been a tremendous wealth of knowledge and help with putting this together and we look forward to similar yearly projects like this initial effort.



The following notice was included in the February Gazette:



Thanks to Lee Gottlieb and Public Works Director Joe Kroll for coordinating this event.

19. Pedestrian Crosswalk at Harding Avenue and 96th Street

Current Status: This FDOT experiment in modifying pedestrian behavior by requiring a three light alternative has been an issue of concern. A meeting was held with FDOT District Engineer Gus Pego and he agreed to study going back to the original crosswalk. This will slow eastbound traffic on 96th

Street making a right turn to Harding Avenue southbound, however, that is a more desirable consequence than leaving the current dangerous unauthorized pedestrian movement. A meeting was held with Mr. Pego on July 3, 2013 regarding the history of the pedestrian crossing at 96th/Harding.

Public Works Director Joseph Kroll, also met with the Town's Traffic Consultant, Jeff Maxwell of Calvin, Giordano, and Associates to discuss the aforementioned traffic issue. Mr. Maxwell was able to provide his findings for Harding Avenue and 96th Street crosswalk as follows:

Potential Crosswalk at 96th Street/Harding Avenue – South Leg of the Intersection: The intersection of Harding Avenue/96th Street currently provides pedestrian crosswalks on the north, east, and west approaches. The south leg of the intersection does not provide a pedestrian crosswalk. Westbound traffic is prohibited from turning left onto Harding Avenue (southbound) and would therefore not present a conflict with the proposed pedestrian crosswalk. Eastbound traffic allows for dual eastbound to southbound right-turn movements. This will present a conflict with the proposed pedestrian movement on the south side of the intersection during the eastbound through movement green phase. For this reason, it will be necessary to provide a dedicated pedestrian phase for the proposed pedestrian movement on the south side of the intersection. It will very likely result in the deterioration of the intersection traffic Levels of Service since the cycle time will need to be allocated for an exclusive pedestrian phase. This will be the primary disadvantage of the proposed crosswalk facility. If a pedestrian crosswalk is installed on the south leg of the intersection, pedestrians on the south side of 96th Street wishing to cross Harding Avenue will no longer need to crossover to the north side of 96th Street. This will be the primary advantage of the proposed crosswalk facility.

In November, correspondence was sent to FDOT District Secretary Gus Pego requesting FDOT undertaking a study re-establishing this crosswalk and the resulting pedestrian, traffic and safety impacts.

The Town received a response from Omar Meitin, PE, District Traffic Operations Engineer for FDOT in response to our November correspondence as follows:

“Regarding your request to re-establish a pedestrian crosswalk at the south side of Harding Avenue intersection, our office has evaluated this proposal several times recently. In 2005, FDOT removed the crosswalk to avoid conflicts with a second eastbound right turn lane, which was implemented at this intersection to ease traffic congestion.

Our studies have shown that there continues to be heavy demand for eastbound right turns at this location and that re-establishing the crosswalk on the south side of the intersection will require removing the second right turn lane as well. Essentially, this proposal will revert to conditions prior to 2005 modifications, which caused undesirable congestion and neighborhood intrusion. Therefore, we do not favor this option.

As part of our studies, we analyzed crash data. Our analysis indicated that there were 2 pedestrian/bicycle accidents between 2009 and 2011 at this intersection, but neither was attributable

to the absence of a crosswalk on the south side of the intersection. No conflicts between pedestrians and vehicles were observed during our studies either."

In reviewing this issue with the Police Chief, the Chief indicated that he also does not favor re-establishing this intersection.

As part of the Harding Avenue Streetscape project, we are having fabricated an architectural feature to be included in the planting enhancements at this location (on both sides of Harding adjacent to the two bank locations) which will serve as a barrier to prevent pedestrians from crossing at this unauthorized/unsafe location and at the same time protect the landscaping enhancements in this area.

Staff considers this item complete and will be removed from the Manager's Report following this month's report.

20. Community Center Expansion: Second Floor Addition: Vice Mayor Karukin

Current Status: During the December 17, 2012 Parks and Recreation Committee meeting, the second floor of the Community Center was listed by the Committee as the top priority for the Parks and Recreation Infrastructure Plan. The FY 13/14 proposed budget contains \$100,000 funding from voluntary proffers to undertake conceptual planning and design of projects including the second story addition to the Community Center. This funding is subject to the Commission approving a Five Year Capital Parks and Recreation Plan. The Resolution adopting the Five Year Capital Parks and Recreation Plan was approved at the September 17 Commission meeting. Also, the resolutions authorizing engineering and architectural services have sunset and will need to be reviewed.

Finally, since this project contains varied components (structural analysis of an existing facility to determine expansion capability; public outreach to determine features to be included; design and permitting, bidding and construction services) the option of competitively selecting a firm which would be retained for "design build" or "best value". Based on demands of existing projects, Staff has identified an initial report to the Commission in the May timeframe following the completion of the Parking Structure Report/Recommendation due April 1.

21. Tennis Facility

Current Status: The renovation of the courts and lights was completed as of January 27, 2014. The final walk thru was held on January 31, 2014 with only minor punch list items. A soft opening will be the week of February 3, 2014. Staff is working on the overall programming of the Tennis Courts to include court fees along with tennis lessons. This process has included input from the Parks and Recreation Committee and will be completed by March. With the opening of the Tennis Center this project was completed on time and on budget. A formal grand opening / dedication will be done when landscaping around the Center is completed. An estimated time frame will be late February. Thanks to Parks and Recreation Director Tim Milian and Stacie Barrett, Parks and Recreation Supervisor for making this project flow smoothly and professionally. Also thanks to the Parks and Recreation

Committee for their time and commitment and for moving this up as a priority on the Five Year Capital Improvement Plan.



22. Biscaya Drainage

Current Status: At the November 2013 meeting, the Commission approved the Biscaya Drainage Project in the total amount of \$230,858.81 with a substantial portion of the project being completed by Public Works thus reducing the cost of the project by approximately \$90,000. The “in-house” capability to undertake this project is due to the acquisition of the front loader/back hoe funded in the FY 13/14 budget. The savings to the Town by using Public Works to undertake the project exceeds the purchase cost of the front loader/back hoe.

The project will increase the outfall culvert size (pipe diameter) through replacing the existing outfall running north-south which discharges into the northern canal opening.

This design option will serve to provide increased storm water run-off conveyance and an increased level of service for the affected / identified portion of road Right-of-Way. It is anticipated that using 18” and 24” diameter piping for replacing the existing longitudinal drainage culverts in this area will increase the outfall capacity to meet the 10 year – 1 day rainfall event (meeting Miami-Dade County standards) for the contributing Right-of-Way area and crown of roadway protection. The hydraulic capacity of the pipe size increases shall be verified for the 3 year - 1 hour storm event. Additional elements to be incorporated into the project include adding manatee grates on the islands three outfalls, and installing backflow prevention devices on the three outfalls.

The proposed design will include backflow prevention devices to be installed on the island’s three outfalls. These devices are intended prevent tidal water from backing up into the roadway drainage system and subsequently onto the roadway surface through the existing drainage catch basins during extreme high tide events. The current proposal would utilize a single backflow prevention device (in-line or sea wall mounted check valves including but not limited to a duck bill/Red Valve, Tide Flex or flap gate) on each of the three outfalls.

Based on additional input received, consideration of a second (redundant) in-line check valve or manually operated secondary devices such as sluice gates or control valves will be investigated for inclusion in the system design, and will be cost analyzed.

When the Commission approved the project, Staff was requested to meet with Biscaya residents to ensure on-going communication throughout the project.

A meeting was held on November 26 with residents of Biscaya to discuss the project. The following was discussed:

1. Town's approach in planning and addressing the drainage issues including options considered; cost considerations; permitting requirements/variance for upsizing pipe; and safeguards included in the project to address water rise from high tides.
2. Estimated timeframes for the project.
3. Question/Answer session with residents. Resident concerns centered primarily with the impact of water rise/tidal action and the importance of regular maintenance to help offset this impact.
4. Future communications and meetings regarding the project including sending an invitation to residents to attend the pre-construction meeting--estimated to be during May.

The meeting was attended by 5 Biscaya residents and attending from the Town were the Mayor; Town Manager; Public Works Director; and representatives from CGA (Chris Giordano and Bob McSweeney, P.E.).

The plans have passed the 30% QC review (which are now under review by the utilities) and the team is now completing the 60% drawings.

The second neighborhood meeting will be held in the Commission Chambers on Thursday, February 6 at 7:00 pm.

23. Street Signs Replacement

Current Status: This item has been deferred until the final costs of the Water/Sewer/Storm Drainage Project are known. It does not appear that enough funds will be available for this project. A final report will be provided to the Commission upon closeout of the project.

24. Town Hall and Tennis Hut Improvements

Current Status: Recently, the Police Department floors in certain areas were replaced and during this process mold was discovered under the old tile. Prior to the floor replacement, the Chief reported complaints from personnel about excessive coughing and watery eyes. In response to the personnel

input and the identification of apparent mold during the floor replacement, an environmental company was retained to perform an indoor air quality test in Town Hall and at the tennis hut (which also previously had substantial water intrusion).

The testing was performed in early December 2013. A report by CIH Environmental Solutions Inc., has been submitted detailing several locations in Town Hall and tennis hut that were infected with mold and bacterial spores that needed to be removed.

As background information, Town Hall has been experiencing water intrusion from the roof and/or A/C units for several years and this leakage is the main contributor for the presence of mold. The Town has made numerous attempts to rectify these problems with patching areas of the roof and most recently recoating the roof last year and relining the A/C pans which are located on the Town Hall roof. With all these repairs being done we are still experiencing leaks during rain events. These efforts over the past years have proven to be relatively unsuccessful. Prior to the installation of the new roof, the tennis hut experienced similar prolonged exposure to water intrusion.

The following is a summary of the findings/recommendations from CIH Environmental Solutions report:

1. Correct the water intrusion areas affecting the areas of concern in Town Hall, Police Station and tennis hut.
2. Room 129 (Police Chief) remove west wall gypsum board below the window and replace.
3. Replace water damaged ceiling tiles on the second floor hallway.
4. Room 226 (Code Enforcement) replace water damaged tile, replace affected carpet and replace damaged A/C insulation.
5. Training room replace water damaged tile and A/C insulation.
6. Treat and remove mold infested areas at appropriate stages during repairs.

Tennis hut:

1. Remove all baseboards and gypsum board at least the bottom 2 feet on the east and north walls and replace.
2. Clean and sanitize the wall mounted A/C unit.
3. Replace carpeting.
4. Remove the south and west gypsum board below the windows.
5. Remove the ceiling gypsum board.
6. Treat and remove mold infested areas at appropriate stages during repairs.
7. Remove and replace windows to impact glass.

[Note: This option will harden the building and improve its ability to better withstand storm events.]

Following review, Staff is proceeding with a proposal for the Commission's consideration including:

1. The Town Hall roof is flat and drains to the middle with down spouts that drain thru the middle of the building which leak. To fix this Staff is recommending to re-roof that section with a

built up roof system that will drain the water off to one side which will eliminate any standing water and give Town Hall some insulation.

2. The A/C units are scheduled for replacement 2014 (2 units) and 2015 (3 units). The existing units are experiencing excessive deterioration in all areas of the units. Water intrusion is continuing through the bottom of the pans despite applying an epoxy coating on them on at least three occasions. A proposal is being prepared to eliminate the five (5) independent units and replace with a chiller system. This type of system will be more efficient and economical than the current units and will serve Town Hall's 18,000 sqft much more efficiently. The savings on energy to operate this type of system will be substantial. This system should pay for itself in several years as a result of energy savings. Also, this system will eliminate five (5) roof mounted A/C units which are currently exposed to the elements of a corrosive ocean environment.

[Note: To move forward on #1 (roof) and #2 (chiller), professional assistance (architectural/mechanical and engineering) will need to be obtained to analyze this recommendation; prepare roof design; and engineering of chiller unit. A cost study will be included to illustrate pay-back on the cost of a proposed chiller system].

3. The tennis hut roof was replaced several years ago and the water intrusion has stopped. The solution to remove the mold in the hut will involve replacing the walls and ceiling areas infected. Proposals/quotes are being solicited from HEPA certified contractors for the tennis hut remedial work.

Staff will provide regular updates.

PLANNING, ZONING AND DEVELOPMENT

25. The Shul Project

Current Status: An application in sufficient form to start the Design Review Group (DRG) process was received and the first meeting was held on August 22, 2012. A second Design Review Group meeting was held on February 13, 2013 and a third was held on March 28, 2013. A meeting took place with Stanley Price representing the Shul, Town Attorney Linda Miller and former Town Manager on March 1, 2013 to further refine the voluntary proffers. A DRG meeting occurred on July 18, 2013 and additional comments were discussed. A meeting was held on September 12, 2013 between the Shul and Town representatives to continue the dialogue.

A Development Impact Committee meeting was held on October 17, 2013. Initial conditions were discussed, but no items were brought to closure. A main topic of discussion was the alley between 96th Street and 95th Street. The Town expressed concerns relating to pavement quality, drainage, undergrounding the utilities, potentially moving and/or upgrading the water/gas lines in the alley, requiring easement (if necessary) for the transformers and providing lighting. The applicant will need to prepare a study describing the improvements needed in this alley and fund the cost of the

improvements. Also discussed in length are the parking concerns. The applicant's proposed site plan is deficient by approximately 100 parking spaces on site. The Code permits both off-site parking, if there is adequate parking within 300 feet of the property, as well as contributions to the Downtown Parking Trust Fund. The applicant indicated at the DIC meeting that they would be proposing to park in a portion of the required parking in the Bal Harbour Shops and a portion of the required parking would be a payment into the Parking Trust Fund. They also indicated a desire to park in Bay Harbor for special events. Staff requested a full operations plan to review the full scope of the applicants request.

Bal Harbour has completed an analysis of the available parking in the Bal Harbour Shops, which indicates there is not adequate capacity at the Shops to accommodate 100% of the Shul's off-site required parking needs. Another follow up meeting occurred on December 11, 2013, where the applicant concluded they will not request off-site parking and instead request a payment into the parking fund for 100% of their parking deficiency. The second Development Impact Committee meeting occurred on January 9, 2014 to confirm all proffers.

The application is scheduled for the February 27, 2014 Planning and Zoning Board Meeting.

26. Massing and Zoning Discussion

Current Status: At its May 15, 2013 meeting, the Town Commission directed the Town Manager to set up a Joint Workshop with the Planning and Zoning Board to discuss zoning issues. Those issues were clarified at the July 25, 2013 Planning and Zoning Board meeting and the Manager announced that the public is encouraged to provide comments regarding the zoning code on a form provided on the website.

Vice Mayor Karukin clarified his concerns in a July meeting with the Town Attorney and Staff and these specific issues have been discussed at the August Planning and Zoning Board meeting. The Planning and Zoning Board has asked staff to look at side setbacks as a percentage of the lot width to increase the current setbacks, removing the side setback requirement, require parking below grade, requiring building lengths to be no greater than 150 with 30 feet of separation, explore breezeways and consider building platforms no greater than 30 or 40 feet in height without a break similar to the conditions at the Surf Club.

A presentation with follow-up discussion was made at the October, 2013 Planning and Zoning meeting. Staff prepared rendering for the December 19, 2013 Planning and Zoning Board meeting demonstrating three options for building length modification. The renderings demonstrated that the building separations were not adequate for meeting the intent of the board, therefore staff is working on revisions to the renderings and language for the ordinance, which will be presented at the February Planning and Zoning Board meeting.

TOWN COMMISSION

27. Legislative Priorities

Current Status: The Commission adopted its 2014 Legislative Priorities at the January Commission meeting. Top priorities included securing a reduction in the interest of the State Revolving Loan for the Water/Sewer/Storm Drainage Project and to again secure funding for seawalls in the amount of \$75,000 which had been included in the legislatively approved budget but vetoed by the Governor.

28. Charter Review Board

Current Status: The Charter Review Board scheduled a televised Public Meeting in the Town Hall Chambers for February 18, 2014 at 7:00 p.m. to provide the Public with an opportunity for comments on Phase One – Election Issues for the Charter Review process. An additional meeting is scheduled for February 24, 2014 at 5 p.m. in the Manny Crawford Conference Room.

TOWN DEPARTMENTS

Town Attorney

29. Options to Mitigate Inadequate Number of Parking Spaces at Multi-family Establishments along the Collins Avenue Corridor: Mayor Daniel Dietch

Current Status: On January 30, 2014, the Town Attorney and Building Official conferenced with Counsel for Spiaggia, Howard Weinberg, Esq. and the Town's Building Official confirmed the number of units and bedrooms in the building has been verified. The calculated number of parking spaces stands at 178 required spaces and, as per the telephone conversation with Mr. Weinberg, the plans from designer Kobe Karp should be submitted to the Town in approximately three weeks.

Building Department

30. FEMA National Flood Insurance Program (NFIP)

Current Status: The commentary provided to the Town of Surfside CAV 5.27. has been addressed and re-submitted to Dr. Prasad Inmula, DHS FEMA Region IV, Atlanta. We are cautiously optimistic that having responded specifically to each comment that the CAV will be closed and the Town of Surfside be fully re-instated in to the National Flood Insurance Program.

31. Community Rating System (CRS)

The second and final meeting of the Program for Public Information is scheduled for February 15, 2014 in which staff and volunteer committee members will define the Community Rating System program for the Town of Surfside. Current information has been obtained in a communication with Heidi Liles, CFM, ISO/CRS Specialist in regard to present workloads and scheduling at ISO for the year 2014. Staff has been working with Mr. Earl King, Vice-President of CRS Max Consultants, Inc. to complete the Town's application and file by May 1, 2014 submitted to the ISO office. ISO will then review and complete their inquiries by August 1, 2014 and submit the file for ranking by the CRS committee. The ranking results are expected by May 1, 2015. This schedule is due to the recent adoption of a new CRS manual which requires all participants to provide information and re-submit their applications for ranking.

32. Forty Year Building Certification - Collins and Harding Avenues

The current status of the 40 Year Building Certification Program is making steady progress toward completion as follows:

Reported certifications: 111 in present case file
Completed certifications: 33
Time extensions granted: 6
Exempt from Certification: 2
Vacant commercial properties: 11
Sent to Code Enforcement for non-compliance: 4

Code Compliance Department

33. Code Compliance Priorities

Current Status: A Town Commission Special Meeting was held November 7, 2013, and a total of 35 priorities were established for Code Compliance. A summary of the results from that meeting was prepared for the December 10, 2013 Commission meeting, along with recommendations for compliance periods prior to imposition of civil penalties, and fine amounts, but the item was deferred. A summarized report was presented at the January 14, 2014, Commission meeting, and the Administration was asked to bring the compliance periods and fine schedule back in the form of a resolution. The resolution will be presented at the March Commission meeting as extensive review/research is necessary as the current code contains an extensive fine structure and it is necessary that the proposed resolution eliminates any conflicts or inconsistencies.

34. Residential Home Based Businesses

Current Status: At the direction of the Mayor and Town Commission, enforcement of the Local Business Tax Receipt and Certificate of Use provisions was stayed for Home Based Businesses for

FY12/13, until such time as code compliance priorities are established. A Staff follow-up report from the April 17, 2013 Code Compliance Workshop was provided to the Town Commission on June 11, 2013, but deferred. Additional discussion, recommendations and options were originally to be provided at the November 7, 2013 Town Commission Special Meeting on Code Compliance Priorities, but due to time constraints was not pursued at that time.

35. Short Term Rentals

Current Status: Options/recommendations on short term rentals were provided in the Code Compliance Report at the June 11, 2013, Town Commission meeting. This item was also incorporated in the Code Compliance priorities discussion at the November 7, 2013 Town Commission Special Meeting and addressed, and also included in the Commission Communication Report submitted on December 10, 2013.

36. Sight Triangle (Hedges) and Corner Visibility

Current Status: On August 20, 2013, Staff met with Miami-Dade County Traffic Engineer and looked at several intersections in the single family residential neighborhood. After much discussion, the County's position was that the Florida Green Book was the required minimum standard for all municipalities. The County recommended adoption of same into Town Code. Based on the discussions, it appears that compliance with Green Book requirements may not be easily attainable Town-wide, as many corner properties (due to limited width of easements and lack of sidewalks) may not be able to meet the minimum standards. These minimum standards include multiple "sight triangle" scenarios, some that address minimum sight clearances immediately after stop signs, as well as others that address visibility clearances that are related to cross traffic which are based on speed limits. It was also confirmed that many property owners have planted hedges and shrubs in the easement (in many cases, right up to the curb) that also hinder visibility. It was recommended that the most easily achievable resolution to compliance was to cut the hedges and shrubs back. Additional issues were also identified by County staff, such as the traffic circle at 95th & Byron, 4-way stop signs, stop sign locations, and speed limit signs, some of which may have been placed without County review or authorization. A follow-up report will be presented at the October 8 Commission meeting. With regard to the existing cases, as directed, lien releases were provided in all cases where compliance had been attained. A lien release was also provided to one non-compliant case after the administratively mitigated hearing and administrative fees were paid. Only one non-compliant case remains unresolved, as the resident has yet to pay the reduced fees. A Town Commission Special Meeting to discuss future policy and available alternatives to the corner visibility issues had been scheduled for December 12, 2013, but was subsequently cancelled due to lack of a quorum. The Special Commission Meeting was rescheduled to February 4, 2014; however, this Special Meeting had to be cancelled due to a lack of quorum.

Finance Department

37. Online Bill Pay

Current Status: The online payment by credit card of the water, sewer and storm water utility bill by residential and commercial customers was implemented as part of the water bill that was mailed in mid-June, 2013. The online bill pay went live on the website July 1, 2013. SunTrust Bank provides daily notifications to the Town on customer accounts that have been paid by credit card.

The online payment of water, sewer and storm water bills by electronic check (e-check or transfer of bank funds) will be operational in February 2014 by SunTrust Bank, Municode (utility bill preparer) and CBoss (credit card processor who will also be the processor for e-checks).

38. Certificate of Use (CU) /Local Business Tax Receipt (LBTR)

Current Status: All businesses have renewed their Certificates of Use & Local Business Tax Receipts for the current year -- a collection rate of 100%! Great job by Gisella Sanchez and the entire staff of the Finance Department.

39. Certificate of Achievement for Excellence in Financial Reporting for Comprehensive Annual Financial Report (CAFR)

Current Status: The Town of Surfside has been awarded the Certificate of Achievement for Excellence in Financial Reporting for its Comprehensive Annual Financial Report (CAFR) for the fiscal year ended September 30, 2012. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting. The Certificate of Achievement is awarded by the Government Finance Officers Association and is presented to only 3,908 of the 36,010 total governmental units nationwide. This is the third year that the Town has submitted and received this prestigious award. The preparation of the annual CAFR would not have been possible without the dedicated staff in the Finance Department. Mayor Dietch presented the certificate to Finance Director Donald Nelson and Controller Mayte Gamiotea at the January Commission meeting. Item complete.

40. IT/Channel 77 (SCALA)/Video Streaming/Communication/Mobile Application/ERP/Online Agenda Packets (Bookmarks)

Current Status:

1. Bookmarks and file size of Agenda Packets
 - a. Bookmarks were enabled for all future Agenda Packets uploaded to the internet.
 - b. Training provided on how Agenda Packets can now be saved as a reduced file size. This will increase the download time when trying to open Agenda Packets over the internet.

2. Agenda / video integration – indexing Agenda Packet Items with video. This will enable residents to fast-forward video to a specific Agenda item in a pre-recorded meeting from the internet.
 - a. The Town currently has the software in place to index the video with specific Agenda items through E-Cities.
 - b. The Town Clerk will begin the indexing process manually by jotting down the time the Agenda item was discussed during the next meeting. The Clerk would then index the video after the meeting is adjourned.
 - c. Representatives from E-Cities will provide training on the how to use the video indexing software.
3. SCALA – Channel 77 content
 - a. Ideas were discussed on how to create uniform, branding style templates to be used specifically by Town departments when new content is posted on Channel 77.
 - b. Graphic templates are being prepared for a meeting in January to review the design to be used for different event types and the new graphics will be in use March 1.
 - c. SCALA will be operational in January, 2014.
4. SeeClickFix and CitySourced Application DEMOs (mobile apps)
 - a. DEMOs on the following were conducted on November 25:
 - SeeClickFix
 - CitySourced
 - b. For determination of successful integration of ERP systems with specific mobile app. IT Staff and Town Staff have seen the DEMO for each product and has recommended SeeClickFix
 - c. Last action item: The SeeClickFix contract signed and staff training in process. SeeClickFix to be up and running by mid-February.
5. ERP – project goals are to find a qualified Vendor that will meet the Town's enterprise-wide operational needs for all departments
 - a. Item discussed - Conversion of existing data is a priority. Department Heads will be again provided with functional requirements.
 - b. April 1st RFP deadline. [Note: \$13,190 was budgeted in FY 13/14 for ERP. This represents the cost of the planning analysis and preparation of specifications for systems upgrade. The cost of system upgrades has not yet been determined but the costs will be significant. Implementation of the ERP will be submitted as a Program Modification for the FY 14/15 budget].

41. Tourist/Resort Tax Audit

Current Status: There are currently three businesses that are behind in their monthly payment of Tourist/Resort Tax, two businesses are making payments and the other is in the process of complying through Code Enforcement. The Finance Director and Staff are working with the businesses to ensure compliance. If payment is not received, these businesses will go through the Code Enforcement process and the Special Master hearing if necessary.

Parks and Recreation

42. Beach Management Agreement

Current Status: Over the past 18 months, Staff has been working with representatives of Miami-Dade County to enter into an agreement allowing the Town to undertake beach management issues pursuant to Section 161.201 Florida Statutes which provides the policing authority to the County. FDEP reported on April 23, 2013 that the Joint Coastal Permits which are issued to the County “allow additional influence over the management of this area”.

Following receipt of the FDEP letter, Town Staff (Town Attorney, Parks and Recreation Director and Town Manager) met with John Ripple of Miami-Dade Parks, Recreation and Open Spaces Department to outline the framework/conditions of a beach management agreement. Mr. Ripple forwarded this to the County legal department.

Since mid-2013, any progress on implementing a management agreement has been stalled as the agreement has not moved forward from the County legal department. On February 3, 2014, we were informed by Miami-Dade County that their legal department has reviewed the letter from FDEP. After legal review the County has stated they are not in agreement with the FDEP interpretation of Florida Statutes Section 161.201. The County is now requesting clarification from the State on Statute 161.201 to move forward with entering into a beach management agreement with local cities and towns. The County does not feel that the statute clearly gives the County policing authority of the beach and is contesting this. Any type of beach management agreement between the Town and the County will not move forward until this item is resolved.

Having just received the response from the County on February 3, Staff will discuss the appropriate strategy going forward and present a follow-up verbal report at the meeting.

43. Pool Tot Lot Repairs - Community Center

Current Status: Funtraptions, the original contractor for the Community Center water playground, is no longer in business and not available for any warranty work or repairs. At the completion of the project, a 10 percent retainer fee was held back by the Town until full satisfaction was met with the water play structure. The retainer (\$22,600) will be utilized to cover the cost of repairs of warranty items that need to be addressed. Naumann Nature Scapes, Inc. has been on site at various times since January 28, 2013 reviewing the water playground operations and the water playground pool blue prints. Naumann Nature Scapes, Inc. has provided an itemized list of work to be completed on a priority level. This proposal was presented to the Town Commission during the May 15, 2013 meeting and a resolution was passed to have the work completed. Phase I of the work began on May 9, 2013 with the removal of the Sand Dollar play feature for repairs. The Sand Dollar has been reinstalled and Phase II of the repairs has been completed to include hardware replacement, rust removal, clear coat repair and solenoid repairs. Work has started on Phase III of the repairs and continues to move forward

and the water playground continues to remain open. Completion of Phase III and the project will be done by the end of February 2014.

44. 96th Street Park Parking Review

Current Status: A proposal was requested by the Vice Mayor to review the possibility of providing head in parking along Bay Drive in front of the 96th Street Park. This would include the addition of 7 to 9 more parking spots. This would also require moving the park fence back (west) 10 feet along the front end of the park. Staff including the P&R Director, Police Chief, Town Manager and Public Works Director met to review the proposal. It was discussed that this would eliminate approximately 900 -1,200 sqft of green space at the Park. It was also noted that Miami-Dade County Road and Traffic possibly would not approve any type of head in parking that would require backing into oncoming traffic. Staff noted that the 96th Street Park Master Plan will be presented as a Program Modification for the FY 14/15 Budget, which might be the appropriate time to consider the proposal as all aspects of the Park will be considered during the development of a Master Plan. This item will be presented to the Parks and Recreation Committee during its February 10, 2014 meeting.

45. 96th Street Park Conduct Issues

Current Status: A request was made by the Town Commission to review with the Parks and Recreation Committee the concern or the perception of ongoing behavioral issues at the park. Police Department and Parks and Recreation Staff met to review the issue. This will be an agenda item for the February Parks and Recreation Committee meeting.

OTHER DEPARTMENTAL PROJECTS/ISSUES

46. Architectural; Engineering and Grant Writing Services

Current Status: The Commission authorized the advertisement for RFQ/RFP for engineering, architectural and grant writing services at the January meeting. The Pre-Submittal conference is scheduled for March 14 and proposals must be received by April 4. The current schedule is to present the Staff's rankings to the Commission in May.

Respectfully submitted

by: _____
Michael P. Crotty, Town Manager