

JOHN TOMPECK
Mayor

FRANK FENDER
Vice Mayor

DAVID KURZMAN
Commissioner

KAIJA MAYFIELD
Commissioner

TOWN OF SEWALL'S POINT



ROBERT DANIELS-ICMA-CM
Town Manager

APRIL C. STONCIUS, MMC
Town Clerk

TINA CIECHANOWSKI
Chief of Police

JACK REISINGER, CBO
Building Official/PW Director

MARIA PIERCE
Finance/HR Director

**Regular Town Commission Meeting Minutes
March 26, 2024
6:00 p.m.**

I. CALL TO ORDER

Mayor Tompeck called the meeting to order at 6:00 p.m.

a. Pledge of Allegiance to the Flag

Mayor Tompeck lead the assembly in the Pledge of Allegiance.

b. Roll Call

The Town Clerk called the roll with the following Commissioners present: Mayor Tompeck, Vice Mayor Fender, Commissioner Kurzman, and Commissioner Mayfield.

II. PROCLAMATIONS AND PRESENTATIONS

a. Ceremonial Swearing In - Police Officer Joshua DeBlaker

Chief Ciechanowski administered the Oath to Police Officer DeBlaker, who thanked the Commission for the opportunity.

III. PUBLIC COMMENT ON NON-AGENDA ITEMS- PLEASE SUBMIT A COMMENT CARD TO THE TOWN CLERK PRIOR TO THE START OF THE MEETING AND LIMIT YOUR COMMENTS TO THREE MINUTES. *If the thirty (30) minute time period has been exhausted, the Commission will entertain any remaining comments near the end of the meeting with the same three (3) minute per person time limitation.*

There were no public comments to be heard.

IV. ADDITIONS, DELETIONS OR CHANGES TO THE AGENDA

Mayor Tompeck called for any changes to the Agenda, and stated that the March 20, 2024 Special Election Minutes would be added to the Consent Agenda, and that Items c & d, Snyder Marketing, would be moved from the Consent Agenda to New Business.

V. APPROVAL OF AGENDA

There being no discussion, Commissioner Mayfield **moved** to approve the Agenda with the

recommended amendments. Vice Mayor Fender **seconded** the motion, which **passed unanimously** by roll call vote.

VI. CONSENT AGENDA

- a. Building – February**
- b. Minutes – March 12, 2024 Regular Meeting and March 20, 2024 Special Election Meeting**
- c. Snyder Marketing – Communication Plan**
- d. Snyder Marketing - Continuing Communication Campaign**

There being no discussion, Commissioner Mayfield **moved** to approve the Consent Agenda with the addition of the March 20, 2024 Special Meeting Minutes and the removal of Items c & d, Snyder Marketing, to be heard under New Business. Vice Mayor Fender **seconded** the motion, which **passed unanimously** by roll call vote.

VII. PUBLIC HEARING - ORDINANCE - SECOND READING

- a. Ordinance No. 458 - Amending Land Development Regulations – Development Review Process**

The Town Attorney read the ordinance title into the record. Mayor Tompeck called for any public comments, to which there were none. He stated that the ordinance had been reviewed previously and asked if there were any questions.

There being no further discussion, Commissioner Kurzman **moved** to approve the second reading of Ordinance No. 458. Commissioner Mayfield **seconded** the motion, which **passed unanimously** by roll call vote.

VIII. PUBLIC HEARING - ORDINANCE - FIRST READING

There was nothing scheduled under this item.

IX. RESOLUTIONS

- a. Resolution No. 969 – State Appropriation – FDOT – S. Sewall’s Point Road Reconstruction – Phase 2**

The Town Clerk read the resolution title into the record. Mayor Tompeck clarified that the resolution was in reference to funds that were received last year. The Town Manager replied in the affirmative.

There being no further discussion, Commissioner Kurzman **moved** to approve Resolution No. 969. Commissioner Mayfield **seconded** the motion, which **passed unanimously** by roll call vote.

X. OLD BUSINESS

There was nothing scheduled under this item.

XI. NEW BUSINESS

a. Charter Review Presentation – Town Manager

The Town Manager stated that two members of the committee were present, and reviewed the proposed recommendations. The Town Attorney advised that an alternative to the referendum process would be incorporating the amendments into an ordinance.

Dr. Chuck Farrow, Charter Review Committee Member, was not in favor of a referendum and stated that it could be cumbersome and costly. He recommended that the changes be amended by ordinance instead.

Commissioner Mayfield was in favor of a referendum with the new language, in order to keep the charter updated properly as the cost would be minimal every ten years. She requested what the expense of a referendum would be, to which the Town Manager responded that it would be \$1,500. She thanked the Charter Review Committee members for their service to the Town.

Mayor Tompeck recommended adding more language to Section 7 that referred to the separation of a commissioner if they violated certain terms such as misconduct or malfeasance.

Stephanie Neheme, Charter Review Committee Member, stated that she was thankful to be able to serve on the committee and give back to the community. She explained that other charters within the state were reviewed, in order to compare them and improve the language in the town's charter. Ms. Neheme pointed out that the cost of doing business was also taken into consideration in reference to a referendum. She recommended that the Commission review the second half of the charter that contained ordinances, in order to gage what direction should be taken moving forward; referendum or ordinance.

Commissioner Mayfield referred to Article I - General Provisions – Section 6, and stated that language should be added that clarified anyone running for commissioner should live in the town one year prior to qualifying. The Town Attorney advised that it was the intent of the committee to require a person to live in the town one year prior to the qualifying period.

Commissioner Kurzman thanked the Charter Review Committee for their service and requested that the Town Manager provide the overall cost of conducting a referendum.

Mayor Tompeck stated that the recommendations were straight-forward and that the cost would be presented at the next meeting in reference to a referendum.

b. Snyder Marketing Solutions & Events – Communication Plan

Commissioner-Elect, Vinny Barile, stated that the new communications firm should be able

to update the resident contact email list, as some of the emails were expired. He remarked that he was in favor of the referendum to amend the charter.

The Town Manager stated that the communications plan was required as part of his performance review process, and that he chose Snyder Marketing Solutions & Events. He pointed out that the Commission Spotlight Newsletter was emailed to the residents after a commission meeting that included upcoming meetings and events that were scheduled in the Town, including the septic to sewer project.

Rachel Snyder, Snyder Marketing, stated that she had researched other towns with a similar population and had prepared a communications outline. (Attached)

Mayor Tompeck inquired as to when the draft communications plan would be presented to the Commission, to which Ms. Snyder responded that it was a 90 day process. Commissioner Mayfield stated that she was in favor of the proposal.

There being no further discussion, Commissioner Mayfield **moved** to approve the expenditure of \$12,500 for the Snyder Marketing Communications Plan. Commissioner Kurzman **seconded** the motion, which **passed unanimously** by roll call vote.

c. Snyder Marketing Solutions & Events - Continuing Communication Campaign

Rachel Snyder, Snyder Marketing, stated that she had been working on communications since December of last year with the Town Manager, and had helped with the Arbor Day Celebration. She explained that on the off-week after a Commission meeting, an update was emailed to residents of what had occurred.

Mayor Tompeck requested that Ms. Snyder provide a brief update to the Commission once a month, in order to measure the effectiveness of the campaign. Ms. Snyder responded in the affirmative.

Vice Mayor Fender requested to see the budget line item at the next meeting for the communication campaign, in order to see what was allocated, to which the Town Manager responded in the affirmative.

There being no further discussion, Commissioner Kurzman **moved** to approve the Snyder Marketing Solutions & Events Continuing Communication Campaign proposal. Vice Mayor Fender **seconded** the motion, which **passed unanimously** by roll call vote. The Town Attorney advised that he would prepare a contract for their services.

XII. DISCUSSION

a. RFP – Debris Waste

The Town Manager stated that after a weather and/or hurricane event, the debris in the roadway was scheduled to be picked up within 48 hours by Sunshine Land Design. He explained that after the initial timeframe, there was a contract in place with Witt O'Brien to

clean up all of the rest of the major debris. The Town Manager advised that he was in the process of trying to obtain confirmation from Witt O'Brien that they were still available to clean up debris after a storm in the town. He pointed out that if they were not interested, he would need to advertise a request for qualifications (RFQ) for another firm to commit to doing the work.

XIII. COMMISSION AND STAFF CLOSING COMMENTS

a. STAFF

The Town Attorney stated that if an ordinance was put in place for the charter amendments, the first reading would be scheduled for May and the second reading would be heard in June. He advised that he would begin preparing ballot language for the Commission to review, which he would present at the April 23, 2024, Regular Commission meeting, should the decision be made to go out for referendum at the April 9, 2024, Regular Commission meeting.

The Town Attorney advised that he would be conducting a free ethics class through the TCRLC on April 19, 2024, and invited the Commission. Commissioner Mayfield remarked that she would be in attendance.

The Town Manager stated that the TCRLC had a well-attended luncheon last week in town, and that he appreciated the support from the Commissioners that attended. Commissioner Mayfield stated that the Town Manager did a good job with his presentation.

b. COMMISSIONERS

Mayor Tompeck stated that the Eggstravaganza would be held on Friday, March 29, 2024 at Town Commons Park, beginning at 9:00 a.m.

Vice Mayor Fender stated that there was another issue with a tree being removed on Rio Vista Drive, which upset the neighbors. He explained that a photograph was taken and ran through an AI scanner that determined the oak tree was 250 years old. Vice Mayor Fender was concerned about the aesthetic quality of the community, as in the last two months there were three significant oak trees that were destroyed, despite a mitigation plan being in place. The Town Manager stated that there was a permit issued to cut down the tree, as it was encroaching over the pool screen enclosure and growing over the roof of the home.

Commissioner Kurzman stated that he also had knowledge of an oak tree with a three-foot girth that was cut down in the backyard at 9 Mandalay Road recently. He displayed a picture of the tree on his cellphone, and was concerned that there was no one to monitor the activity on Saturday mornings when it occurred. Commissioner Kurzman requested that there be no cutting of trees on Saturdays or Sundays without a permit and should be enforced. Mayor Tompeck stated that it would be problematic. Commissioner Mayfield concurred with Mayor Tompeck.

Kloee Ciuperger, Gallo Pavo, stated that DEP awarded the Town \$2.75 million dollars extra in reference to Phase 3 of the Road Project, in order to offset construction cost increases. She said that the legislative budget passed with \$500,000 additional funding for Phase 3 as well, but that it still had to be approved by the governor. Ms. Ciuperger stated that correspondence would be sent from the Town to Governor DeSantis' office to advocate for the project and the funds.

XV. ADJOURN

There being no further business, the meeting adjourned at 7:30 p.m.

APPROVED:



Mayor John Tompeck, Presiding Officer

ATTEST:



April C. Stoncius, Town Clerk

Minutes approved at the meeting of: April 9, 2024

Marketing Solutions That Fit!



Communications Plan

Outline in a written Town Communications Plan, strategies for communicating with residents, stakeholders, and the public at large so the Town of Sewall's point can effectively inform, engage, and connect with its community members, fostering trust, transparency, and civic participation.

Communications Management

Community relations management, email marketing campaign execution, and monthly progress meetings aimed at fostering positive relationships, creating visual materials, disseminating information, and ensuring regular communication and strategy discussions for the Town of Sewall's Point.

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