

A Workshop Meeting of the City of Madeira Beach Board of Commissioners was held at 6:00 p.m. on April 25, 2017 in the Patricia Shontz Commission Chambers at City Hall, located at 300 Municipal Drive, Madeira Beach, Florida. Mayor Black called the meeting to order.

**MEMBERS PRESENT:** Maggi Black, Mayor  
Terry Lister, Commissioner District 1  
Nancy Hodges, Commissioner, Commissioner District 2  
Nancy Oakley, Commissioner District 3

**MEMBERS ABSENT:** John Douthirt, Vice-Mayor/Commissioner District 4

**CITY STAFF PRESENT:** Shane Crawford, City Manager  
Cheryl Crawford, City Clerk  
Tom Trask, City Attorney  
Dave Marsicano, Public Works/Mariana Director  
Doug Andrews, Recreation Director

#### **A. CALL TO ORDER**

Mayor Black called the meeting to order.

#### **B. ROLL CALL**

City Clerk Crawford called the roll.

#### **C. TOPICS**

##### **1. DISCUSSION ON FOURTH OF JULY CITY EVENT - Shane B. Crawford, City Manager Doug Andrews, Recreation Director**

Mayor Black stated that the Fourth of July event should stay as it is without adding the additional \$5,000.

Commissioner Lister stated that the budget was \$26,000 and it has now dropped down to \$21,000.

Mr. Crawford stated that staff needs direction. He asked if the Commission is directing him to use the budget of \$21,000.

Mayor Black confirmed that they would keep the fireworks show at \$21,000.

Commissioner Hodges asked if the cost of the barge is included.

Mr. Crawford stated that it is included in the \$21,000 and that they would decrease the actual firework show.

##### **2. WAIVER OF FEES FOR THE BONE FISHING TOURNAMENT - Shane B. Crawford, City Manager**

Mayor Black asked how much the event fee costs.

Mr. Crawford said that the fees are approximately \$3,000 a day. There are some other costs associated in this as well. They will take care of most sanitation needs. Staff is recommending approval of the waiver with the caveat that the fields be returned to the condition they were prior to the event. This event brings in a tremendous amount of economic impact into the city.

Commissioner Oakley asked if any pays these fees.

Doug stated that the promoters of the concerts have paid the fees.

Mayor Black asked if they have to waive the fees.

Doug stated that it is up to the commission. His job is to follow the ordinance.

Mayor Black commented that she wants to save the City money, so she is inclined not to waive the fee.

Mr. Crawford stated that it goes a lot deeper than this because charitable organizations would not be able to afford a \$3,000 fee. He has looked at it in terms of for profit and nonprofit. This was handled administratively in the past. If they charged the fee it would eliminate several events.

Mayor Black stated that the bone fishing event is not charitable.

Mr. Crawford commented that it is a charitable event. He stated that Amy is in attendance and can provide feedback. He indicated that Amy represents other items on the agenda as well and recommended that they move these items to the front to allow her to leave the meeting when finished.

Amy stated that all of their events are charitable. They focus on the social and economic impacts of the fishing industry, they work on developing recreation in Madeira Beach during non-peaks seasons, and they raise funds through the events for data collection, fishing events, educational seminars and in getting people more involved in fishing. They have been doing it for 40 years. If they are charged the fees they will reduce what they can do in the community.

Mr. Crawford commented that in the next agenda setting meeting they will need to discuss continuing with administrative event approvals. They need to establish criteria for allowing waivers.

Mayor Black stated that they will now talk about the Wave contract.

Amy asked if they had any questions.

Commissioner Oakley stated that Squid Ink not active in Sun Biz.

Amy indicated that she spoke with her council and they are looking to rectify this.

Commissioner Oakley said that they need to bid out the contract instead of renewing it.

Amy indicated that she has two issues left and asked if they are cancelling her contract or finishing it out.

Mayor Black suggested that they have her finish the contract.

Commissioner Oakley stated that as long as she is current with the business by next meeting.

Amy stated that she is planning to take care of this.

Commissioner Hodges stated that the newsletter is very current and she is satisfied.

Commissioner Lister comments were not audible.

Mr. Crawford asked the commissioners to speak into their microphones. He stated that the contract would have been bid out prior to October. They will have it drafted by July or August.

### **3. FORMAT AND LOCATION OF WORKSHOP MEETINGS**

Mayor Black commented that she would like to have the discussion on the floor instead of at the dais. She asked what would be the issue with this besides microphones.

Mr. Crawford commented that they do not have the cameras set up to capture the meeting from the floor. They could bring the seating closer to the dais.

Mayor Black asked why can't they just move the seating closer to the dais.

Mr. Crawford responded that he does not know what the difference would be in seating at the dais compared to on the floor adjacent to the dais.

Commissioner Oakley stated that they are looking for a more casual setting.

Commissioner Lister commented that they used to hold the work shops in a conference room. He said that they need to look at the costs.

Mr. Crawford stated that doing it in one of the conference rooms was a more affordable situation. The current room is set up for these types of meetings. The cost will be around \$150,000.

#### **4. DISCUSSION ON CHARTER OFFICERS - Nancy Oakley, Commissioner District 3**

Commissioner Oakley stated that she wants to post the city clerk's job and try to get one that is certified.

Mayor Black stated that they can post this.

Commissioner Lister asked why they are getting rid of the city clerk.

Commissioner Oakley stated that she would prefer to have a clerk with the certification.

Commissioner Lister stated that most of the employees have on the job training. When they hired Vince, he went and got his GPOA. He turned out to be great. He feels that this is a terrible idea and will create a hostile work environment. He stated that this is personal and not based on poor work performance.

Mayor Black commented that they can table this for the next meeting.

Commissioner Oakley stated no that they need to put the requirements out there and start the process.

Commissioner Hodges stated that Cheryl does a great job. When they hired Aimee, she did not have all the certificates and that is a shame.

A member of the audience requested to speak.

Mayor Black stated that she did not want to take comment at this time.

Mr. Trask indicated that State Statute requires that the Commission provide an opportunity for the public to speak.

Mr. Crawford responded that previously they have allowed public comment on each item because workshop agendas have been so lengthy.

Mayor Black asked if they get three minutes.

Mr. Trask stated yes.

John Hendricks at 569 Normandy Road stated that Cheryl has done a really good job. He said that most people don't have the education for the jobs that they go into. He commented that he spoke with the mayor regarding this issue and she agreed with him. He does not think that someone that has been with the city for 23 years needs to have a certificate to do their job. He mentioned that if they are going to bring up job performance then they need to discuss Ms. Oakley performance with the City of Clearwater.

John Lepa at 399 150<sup>th</sup> commented that he has 31 years of senior HR experience. Organizational changes are not easy and need to be done right. They need to be smart in doing any changes. He did some research regarding the organization that provides the certification. Of the three cities he researched, only one required the certification. One preferred and the other did not care about it. All three of the cities required work experience. He commented that he would be happy to give them some HR advice if they want it.

Robyn Valosky (could not hear the address) stated when she graduated from college she had a provisional teaching certificate and she a few years to get her permanent certification. She recommended that the commission work with her to get the certification. They also do not have a planning director or finance director.

Mr. Crawford asked people speaking to do so in the microphone.

Bill Mahns at 13321 Boca Ciega Drive stated that in his professional life he worked as an engineer. He had to have a certificate. He encouraged the commission to set job requirements that are above just showing up and doing the job.

Art Merrill at 581 Crystal Drive commented that it bothers him that Commissioner Lister talks about being fair when he was apart of the commission that fired Aimee after receiving a 100% on her evaluation.

Mr. Lister stated that Aimee resigned.

Hugh Lamont at 441 129<sup>th</sup> Avenue commented that the city manager lost his certification with the manager's association because of his relationship with the city clerk. She was not the clerk at the time. He then married her. The situation is that he promoted her to this position because she reports to the commission and her husband is the manager. This does not work.

Mr. Crawford asked for a point of order and stated that he did not appoint Cheryl as the city clerk.

Hugh Girsh at 14001 Gulf Boulevard stated that he wanted to provide his opinion of Shane and his wife. He stated that Shane is invaluable to the city. He has seen a significant amount of improvement under Shane. He asked who has the knowledge and ability to do what Shane has done. He asked who are they to say how Shane lives in his personal life. They need to look at the achievements.

Jim Everett at 15458 1<sup>st</sup> Street East commented that he served on the planning board and they were supported by Cheryl. She did an exemplary job. They need to give an experienced employee a reasonable amount of time to obtain the certification.

Housh Ghovaei at 423 150<sup>th</sup> Avenue commented that he seconds every word that Jim Everett stated. He has been in business for 28 years and has his share of working with employees and appreciating good ones. Cheryl has done the city wonders. She is really good at what she does. The question is why they would let someone like this go. He commented that Mr. Lister is a first-class person and they should not challenge his character. When Cheryl and Shane's relationship began, he cleared it with everyone on the commission. He recommended that they give them some time to see what they are made of.

Linda Hine at 401 150<sup>th</sup> Avenue stated that elections have consequences. People wanted changes and that's why the new commission was elected. Many people would like to see Cheryl not work for the city. They will have support from the community. A lot of people could not be in attendance at 2:00 pm.

Commissioner Lister asked the mayor to take it off the agenda.

Commissioner Oakley stated that she feels they should leave it on the agenda.

Commissioner Lister stated that the information that is getting out there is bad and based on lies. There is a group that stands up at every meeting and says that they need to start from scratch. He indicated that Kathy who spoke at the last meeting told the commission that she voted for them but told him earlier that she was not a registered voter. That was a lie. It is starting to fester. This is a personal thing. He asked her to take it off the agenda. Ms. Crawford is qualified to work for the city.

Mayor Black stated that they should table it.

Commissioner Lister stated that he is tired of kicking the can.

Mr. Crawford stated that before they move on they have to be very specific on what they are going to do today. If they table the issue they have to vote to take it off of the table. They need to have a consensus vote to move the item forward.

Mayor Black commented that at this point it is 2 to 2.

Mr. Trask stated that they need to be a consensus to put it on the agenda. He suggested that they assume the fact that they do not have a consensus.

Commissioner Lister indicated that they have to deal with this. There are people in limbo that will either get fired or not get fired. They know where he stands. He supported moving it forward to the agenda.

Mr. Crawford recommended that they move item 12 up for discussion purposes.

Mayor Black stated that it can wait and they will continue with the agenda as is.

#### **5. DISCUSSION ON FEMA GRANTS - Marci Forbes, Planning Consultant**

Ms. Forbes stated that she is a senior project engineer with Deuel and Associates and lives at city hall three doors down on the right. She indicated that she wanted to discuss the FEMA grants tonight so the BOC understands what is before them at the BOC meeting. The first contract is with 905 Bay Point for the 2013044. The city has already signed the contract portion and now they need to update the contract with the property owner to address all revisions. When it goes before the BOC during the night of the meeting, the home owner will have executed the contract. Typically, the following day the mayor would then execute the contract.

Ms. Forbes commented that the next grant modification is for 2014006 which is a FEMA grant with seven recipients. This contract is to be executed between the city and FDM. This will increase the budget spend. The construction spends were really low for the award amounts. The majority of the home owners are getting bid and estimates. They will have to go back and request a spend increase approval. This will give home owners more of their own money to spend.

Commissioner Oakley asked if this is the reason this one was singled out.

Ms. Forbes responded that it was specifically for his construction spend. Right now is an expensive time to build especially on the beach.

Mayor Black asked if there were any comments from the commission or the audience. There were none.

**6. PERMANENT LIFETIME PARKING PASSES FOR BOC MEMBERS - Terry Lister, Commissioner District 1**

Commissioner Lister stated that there are several former commission members that have now left the city. It would be a perk to offer permanent lifetime parking passes to these individuals.

Commissioner Oakley asked if they already get this.

Commissioner Lister stated that only if they live in the city. They do not get one if they have moved out of the city.

Mayor Black stated that it does not seem necessary.

**7. UPDATE ON SB330 AND LIMITING THE AMOUNT OF LOCAL B45 TAX BACK TO \$25 - Shane B. Crawford, City Manager**

Mayor Black stated that the State is considering reducing these taxes and has not acted yet. She feels the city should wait for them to act prior to making any changes.

Commissioner Lister commented that they will need to look at if they include this in the budget. Its going to be reduced every year so it would be better to cut the city off from it now.

Commissioner Oakley stated that they should wait to see what the State will do before they act.

Commissioner Lister stated that the writing is on the wall and they should not be dependent on this revenue stream.

**8. DISCUSSION ON AMENDING 6-2 OF THE CODE TO CHANGE ALCOHOL SALES FOR RESTAURANTS ON SUNDAYS FROM 10 AM TO 8 AM DUE TO COUNTY CODE CHANGE - Shane B. Crawford, City Manager**

Mayor Black stated that she has no problem leaving this on.

Mr. Crawford stated that it will affect more than just the restaurant and will impact all sales.

Mr. Trask stated that this is for all sales. Right now, they are requiring residents to go to another city to buy beef before they go on the boat. All of the other cities are making this change. This is a county-wide change.

Mr. Lister indicated that they need to make this consistent for the sheriff's office to enforce county-wide.

Mr. Crawford requested feedback on if the commission would like the attorney to an ordinance to comply with county code. A public hearing will be required and staff will need to prepare paper work.

Mayor Black confirmed that this is what she wanted.

**9. DISCUSSION ON AUTHORIZING EXPENDITURES FOR PURCHASE OF FORD EXPLORER - Derryl O'Neal, Fire Chief**

Mr. Crawford stated that he has spoken with the attorney about this. This item is about getting a good deal. They can get around the bidding process because there are things that have already gone through the State bidding process. In this instance, there was an item on the State list that a local vendor said he can beat. It is completely legal and the chief is in the audience to speak as well.

Commissioner Oakley stated that she did not see in the ordinance that would allow them to not bid it out.

Mr. Trask read the ordinance and stated that items that cost in excess of \$15,000 may be competitively bid in accordance with section 2-182 except when prices are established by a State contract price list or other agency's bid process. In this case someone is beating the State list price by \$3,000. They can either accept this or competitively bid it again.

Mr. Crawford clarified that he was using the \$3,000 number as an example when he was discussing it with the attorney. It is less than this but still lower than the State list price.

Mayor Black asked what was the current mileage on the vehicle.

Mr. O'Neal initial comments were not audible. It appeared that he indicated that older vehicle will be given to another department. This will add a vehicle. The vehicle that is being replaced in the other department will be sold. He does not know the price at this time.

Mayor Black asked if the old vehicle is in good condition.

Mr. O'Neal stated that it is still in good condition but is older and may not be reliable. This is a vehicle that will be used in emergency responses.

Mayor Black asked by they need the \$3,800 upgrade.

Mr. O'Neal commented that they are getting an incredible deal on this. It is a 4-wheel drive vehicle.

Mayor Black asked if they have a vehicle replacement process in place.

Mr. O'Neal stated that they do.

Mayor Black stated that they are good to go on this one.

Mr. Crawford clarified that it would be an expenditure approval in excess of \$15,000.

#### **10. DISCUSSION ON PLANNING COMMISSION VACANCY - Shane B. Crawford, City Manager**

Mr. Crawford informed the commission that David Lawrence has resigned his seat on the planning commission and now they need to fill it. They will go through the proper channels to receive applications.

#### **11. DISCUSSION ON PACE PROCLAMATION - Maggi Black, Mayor**

Mayor Black stated that she was asked to give this proclamation when she was sworn in, but she did not know anything about them at the time.

Mr. Ghovaee stated that he previously served on the Pace board for ten years. He has now rejoined. It for girls that have been abused between the ages of 11 to 15 years. There are 19 centers across the State of Florida. He suggested that he could set up a meeting with the mayor and Pace. This organization plays an important part in the lives of these girls.

Mr. Crawford stated that this is a perfect example of something that can be tabled to have staff look it for consideration at a future time. They can have the clerk look at it for January or February of next meeting.

#### **12. DISCUSSION ON RECRUITMENT EFFORTS ON FINANCE DIRECTOR POSITION - Shane B. Crawford, City Manager**

Mr. Crawford stated that he needs some consensus by the commission. Since the motion on the first night was to fire a department head it has not been easy to recruit a department head. They tried to recruit someone but the person will not return his phone calls after the first meeting. They need to recruit a finance director with city experience. Until that person knows who they are going to work for they will not want to take the job.

Mayor Black stated that she disagrees. She stated that she called the applicants and 11 of them are interested in interviewing. She recommends taking the applications that they have and to call them and go through the process.

Commissioner Oakley stated that there is one that submitted an application recently.

Mayor Black stated that there are three applicants with experience in Florida.

Mr. Crawford stated that they need to be clear on the qualifications and the position needs to be filled immediately.

Commissioner Lister stated that he does not want to make the same mistake again.

Commissioner Oakley requested copies of the applications that the mayor has.

Mayor Black said that she will give those to her.

A man (name was not audible) from the audience residing at 399 105<sup>th</sup> said that he has a question about the candidate that they reviewed. He asked if they have the certification in finance.

Mayor Black stated that she did not look that close.

The man responded that if one person is required to be certified then this person should be as well.

Russel Swayback at 15473 Gulf Boulevard stated that he has worked as a public account and auditor with a bachelor's degree in accounting and a masters degree in administration. He has over 40 years of experience at all levels of accounting. He said that he applied for this position and is willing and able to start immediately. He has done budgets all of his life. He does not see how they can wait another 60-90 days to hire this position.

Mayor Black suggested that they interview they interview these candidates.

Mr. Crawford stated that Section 6.4 of the city charter states that the director of finance shall be appointed by the city manager subject to the board of commissioner's approval. He mentioned that he is happy to accept application and keep the process going but he has talk to several finance directors and planning and zoning directors and they want to know when the chaos will end and who they are working for. He will put a plan together and maybe they can do something on an intern basis.

Mayor Black indicated that he needs to interview the people he asked for a consensus.

Commissioner Oakley agreed.

Commissioner Hodges stated that there might be a lot of great applicants out there but they might be scared off without knowing who the manager will be.

Mr. Swayback made a comment from the audience that was not audible.

Mr. Crawford asked him where he has been working for the last 13 months.

Mr. Swayback's comment was inaudible but it appears that he was unemployed.

Mayor Black asked who he spoke with.

Mr. Crawford said if she will come and speak with him after the meeting he will show her the planning and zoning director and finance director applications.

Mayor Black stated that the candidates that she spoke with were interested in interviewing.

Commissioner Lister stated that there a lot of people that want a \$90,000 a year job. The charter says that the manager has to hire the finance director. He won't do this until he knows if he has a job. They need to address this and then move forward with other positions.

Mr. Crawford stated that he will interview candidates. He stated that he spoke with planning and zoning director applicants and they want to know who they are going to work for.

**13. DISCUSSION ON PURCHASING A PUMP OUT BOAT - Shane B. Crawford, City Manager & Dave Marsicano, Public Works/Marina Director**

Mayor Black asked if they have a business case for the pump out boat.

Mr. Crawford stated no. Ms. Poe asked them to apply for the grant and to use inhouse personnel to run it. There is a report on their desk regarding polluted water and this was supposed to be part of the solution. This was not something that staff recommended and it causes more work. This would help with eliminating human waste. This is not a recreational boat.

Mr. Marsicano commented that the business plan as not been put together. They applied and were awarded it from the Florida Department of Environment Protection. This was done to clean up the water of the bay. This was a way for the city to help the surrounding communities. There are several grants that are out there. He is not interested in more work. There are years of documentation required for this grant. This was put before the commission to improve water quality not to make money. He is happy to turn down the grant. The City of Gulf Port is going to purchase a boat.

Commissioner Lister stated that he would like to keep it on.

Mayor Black stated that she does not want to keep it on without knowing the cost.

Mr. Marsicano stated that it is not a charity and there will be some costs associated with it. Pinellas County will close their beach if it reads higher than 1 part per 2 million.

Commissioner Lister stated that this is a win with a 75% purchase cover.

Mr. Crawford asked how long they have to purchase the boat under the grant.

Mr. Marsicano stated that they have three years but he needs to get back to NEPA tomorrow.

Robyn (Last name and address were not audible) commented that lots of the boats in the bay are not occupied and are for sale. There are lots of other items that the city should focus on. The people at the sand bar are coming there by the hundreds with their dogs and the county dumps raw sewage into Boca Ciega Bay. The bulk of the E-Coli is coming from other sources.

June Mahns at 13321 Boca Ciega Avenue stated that she believes that problem with their water is beyond what a pump out boat can do. They can only charge maximum of 15 dollars. She would rather have the city speak with the county about dumping sewage in their waterways.

John Lepa at 399 150<sup>th</sup> stated that he is not sure if a pump out boat is needed or not. He picks up sewage and diapers all the time. Anything that makes it easier for the boaters is good.

Robyn Valosky at 131<sup>st</sup> Avenue stated that she lives on a marina has gotten great response from code enforcement. People at the marina don't follow the rules and there is no pump out.

Mr. Marsicano stated that the marina does have a pump out now.

Commissioner Lister stated that this has been budgeted.

Art Merrill at 581 Crystal Drive stated that the boats that come by him empty their tanks as they are on the go. He wonders how much good this will do. He wants to know the cost as well and how effective will it be.

Bill Mahns indicated that Dave has strong feeling on this and asked if the grant program has a program to tell how good they are doing on this.

Mr. Marsicano stated that all of their grants have monitoring. He has to check in with DEP.

Mayor Black stated that she would like to understand the costs.

Mr. Marsicano asked if she wants to know the cost of the boat and the ongoing maintenance.

Mayor Black responded that she wants to know both.

Mr. Marsicano stated that the boat costs were provided to her in packet and is \$112,000 with the trailer. They could also use the boat for the swim buoys and no wake zone signs. Right now, they contract this work out. He stated that he will put together a business plan so she can better understand.

Mayor Black stated that she wants the data and then will make a decision.

Mr. Marsicano stated that they have a contract with DEP so he needs to know so he can tell Jessica.

Mr. Crawford stated that they may want to consider a special BOC meeting to know. David needs 30 days to put a business plan together.

#### **14. DISCUSSION ON STATE APPROPRIATION REQUESTS - Shane B. Crawford, City Manager**

Mr. Crawford stated that there is a memo in their packets regarding two requests for State appropriations. They got some much-needed dollars for a lighting project in John's Pass. They asked for \$500,000 for the ball diamond lights. These lights are retrofitted and old. They are not easy to control in terms of light pollution. They do get complaints. This appropriation, by Senator Brambles was reduced to \$200,000 which makes the project possible but may need some city funds. The other appropriation is for \$1,000,000 to make the beach frontage safe for pedestrians. He expects this request to be reduced.

Mayor Black asked how much they pay the lobbyist.

Mr. Crawford stated that they pay him \$4,000 a month in session. He stated that he will look into this and email the commission.

#### **15. DISCUSSION ON EXTENDING THE WEDNESDAY BEACH MARKET ON MADEIRA WAY**

Mr. Crawford asked Mr. Andrews to come to the podium. He stated that when he was hired he was told to get events to the town. Some felt that the market hurt their business and others feel that it helps. Many feels that it brings added business into their business. It has become a popular event for the city. He wants to discuss the merits with the commission.

Mr. Andrews stated that merchants on Madeira Way are in favor of it. The residents seem to like it. They approved it through May this year but tomorrow is that last day on the contract. They will restart in October. They need to get an agriculture permit.

Mayor Black asked what does it cost the city to have the event.

Mr. Andrews stated that it is minimal staff time. They block off the roads and provide some electricity.

Mr. Crawford responded that it takes about one hour of staff time for the event.

Mayor Black stated that she knows of two businesses that say it takes away from their business. She wants to see a survey of the businesses in the area.

Bill Karns at 19424 Gulf Boulevard stated that he owns all of the property on the south side of Madeira Way. All of his tenant state that the market is their best day. He wants to see it continue.

Laurie Garrison stated that she lives in St. Petersburg and manages the beach market. She commented that the Bronze Lady does a ton of business when they are there. She does not get paid much for running it. They give booths to the library and city. She loves the market. Her part takes months in advance to prepare. They have an A+ rating. She stated that she needs a little support.

Barbara Jones at 14028 West Parsley Drive and she owns Mad Beach Pickers. She has not been surveyed about the market. She has been at that location for five years. Her and other businesses have done everything to create a great environment. She said that many people stop at her shop on Wednesdays. She really wants to keep the market.

JoAnn Hampton at 7360 Omerton Road, Largo commented that she does massage therapy at the market and it has become a destination. She has people that come from all over to get massages. One woman from Minnesota told her that when they made their vacation plans decided to come back to Madeira Beach to get another massage.

Commissioner Lister stated that they are not in the business to make money but in providing services.

There was a consensus to extend the market.

#### **16. DISCUSSION ON FORMING A CITIZEN COMMITTEE REGARDING RENEWABLE ENERGY**

Mr. Crawford stated that this was brought up by Steve Cochet during the construction of the city center. Certain things were not in the budget, so he asked Doug to take the lead on this. Doug had a kickoff meeting with Mr. Cochet and he wants to update the commission on some of the things under consideration by the committee. They are looking at installing solar panels on the city center roof and are considering using solar to heat water. Panels can be installed on the ball diamond and the energy can be cycle back into the grid.

Mr. Andrews stated that it was an informal meeting. He has some environmental educated employees that are helping to assist with these ideas. When they put in the new lights they will save 50%. The goal would be to offset energy costs, carbon foot print and eventually operate completely off the grid. They can be a leader in this area and get some media buzz for the city.

Commissioner Hodges stated that Steve is a great person to work with.

Mayor Black asked if there is a committee and how do they get organized.

Mr. Trask stated that it is important that the committee be established by resolution to delineate framework of how many members and how often they meet. The committee needs to have a focus. He suggested that staff bring back a resolution for the BOC to consider.

Mr. Crawford asked that this item be moved to the next work shop to provide him time to talk with Mr. Andrews on if they want to have a committee. They need to understand how much time a committee with take of staff time.

Mayor Black asked how they would go about to write a resolution.

Mr. Crawford stated that he would get with staff and develop what should be included in the resolution and then work with the attorney on creating a draft.

Mayor Black responded

#### **17. DISCUSSION ON NEUTRAL ATTORNEY TO DISCUSS RAMIFICATIONS OF POSSIBLE REFERENDUM**

Mr. Crawford recommended that they take this item up when they have a full commission board. Right now, they have a district that is not represented. This will be the most important item they discuss regarding the future of the city. It needs to be given the thought that it deserves. He recommended that they schedule a special meeting or move it back to the next meeting.

Mayor Black agreed that it should be put off until the next work shop. She commented that she does not agree that campaigns were run primarily on development. She ran her campaign on peoples' voices not being heard.

Mr. Crawford stated that development spurred some of the conversation. He stated that they can have a special meeting before the next work shop and to allow people from the community and Mr. Douthirt to be in attendance. This is to discuss whether or not they seek a neutral attorney to provide legal guidance.

Mr. Trask stated that he thinks the commission should provide him some authority to hire an outside attorney for \$2,500 to \$3,500. They could use the city's bond firm. He needs to have some idea when he calls these attorney's on how they are going to be paid. He prefers that they make a decision at the next BOC meeting. Hourly rates are going to be around \$250-\$350.

Mr. Crawford stated that he can have this amount ready for approval. He asked for a consensus to have the attorney make phone calls now.

The Commission provided consensus.

#### **17. DISCUSSION OF THE WEBSITE CONTRACT**

Mr. Crawford stated that he does not disagree with Commissioner Oakley that the website needs a face lift. He can put out an RFP in the next budget cycle.

Mayor Black stated that she hears from a lot of people that the website is not good and needs work.

Mr. Crawford stated that he can provide them the RFP and they can fill in the holes.

Commissioner Oakley stated that the websites connected to the city website need work as well. Some forms can be filled out online and other do not. All the sites need to be uniform in design.

Mr. Crawford stated that all of these things can be done in the RFP process. A good RFP process takes 4-5 months.

Mayor Black stated that there is a citizen willing to help with the RFP process.

Mr. Crawford responded that they will take all of the free labor they can get but the process will still take a while to do it right.

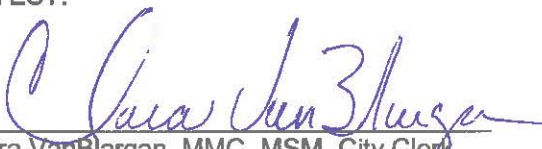
**D. ADJOURNMENT**

Mayor Black adjourned the meeting at 4:34 pm.

The April 25, 2017 BOC Workshop Meeting Minutes were approved on March 7, 2018.

  
Maggi Black, Mayor

ATTEST:

  
Clara VanBlargan, MMC, MSM, City Clerk