THE CITY OF MADEIRA BEACH, FLORIDA
PUBLIC NOTICE

BOARD OF COMMISSIONERS
SPECIAL MEETING

The Board of Commissioners of the City of Madeira Beach, Florida **will** meet at City Hall, located at 300 Municipal Drive, Madeira Beach, Florida to discuss the agenda items of City Business listed at the time indicated below.

6:00 P.M.	TUESDAY, DECEMBER 22, 2015	COMMISSION CHAMBERS

A. CALL TO ORDER – The meeting was called to order at 6:00 p.m.

B. INVOCATION AND PLEDGE OF ALLEGIANCE – COMMISSIONER TERRY LISTER

C. ROLL CALL

MEMBERS PRESENT:	Travis Palladeno, Mayor Terry Lister, Commissioner District 1 Nancy Hodges, Commissioner District 2 Patricia Shontz, Commissioner District 4
MEMBERS ABSENT:	Elaine Poe, Vice-Mayor
STAFF PRESENT:	Shane B. Crawford, City Manager Vincent M. Tenaglia, Assistant City Manager/Finance Director Thomas Trask, City Attorney Aimee Servedio, City Clerk
STAFF ABSENT:	Dave Marsicano, Public Works/Marina Director

D. APPROVAL OF THE MINUTES

1. **BOC REGULAR MEETING** **OCTOBER 13, 2015**
2. **BOC SPECIAL MEETING** **NOVEMBER 3, 2015**
3. **BOC AGENDA SETTING MEETING** **NOVEMBER 10, 2015**
4. **BOC REGULAR MEETING** **NOVEMBER 10, 2015**
5. **BOC WORKSHOP MEETING** **NOVEMBER 17, 2015**
6. **BOC SPECIAL MEETING** **NOVEMBER 17, 2015**

A motion to approve the minutes as presented was made by Commissioner Shontz and seconded by Commissioner Hodges.

ROLL CALL:

Commissioner Lister.......................................YES
Commissioner Hodges.....................................YES
Commissioner Shontz......................................YES
Vice-Mayor Poe...................................ABSENT
Mayor Palladeno..................................YES

E. APPROVAL OF THE AGENDA

A motion to approve the agenda as amended was made by Commissioner Lister and seconded by Commissioner Hodges.

ROLL CALL:

Commissioner Lister.......................................YES
Commissioner Hodges.....................................YES
Commissioner Shontz......................................YES
Vice-Mayor Poe...................................ABSENT
Mayor Palladeno..................................YES

1. VOTE TO EXCUSE COMMISSIONER PAT SHONTZ'S ABSENCE ON THE DECEMBER 9, 2015 BOC SPECIAL WORKSHOP

A motion to excuse the absence of Pat Shontz on the December 12th Special Workshop and Elaine Poe on the December 22nd Special Workshop was made by Commissioner Hodges and seconded by Commissioner Lister.

ROLL CALL:

Commissioner Lister……………………………………YES
Commissioner Hodges…………………………………YES
Commissioner Shontz…………………………………YES
Vice-Mayor Poe……………………………………ABSENT
Mayor Palladeno……………………………………YES

2. EMPLOYEE RECOGNITION FROM MAYOR AND CITY MANAGER

The Mayor called Sea Marshall-Barley forward from the back A/V room.

Mayor Palladeno: The Mayor recognized that Sea Marshall-Barley, who works in the Office of the City Clerk as the Administrative Support Specialist and also assists himself with the duties of Mayors' Council and BIG-C has recently graduated from the University of South Florida with her Master's in Public Administration. He and other City staff wanted to recognize her hard work and educational accomplishment.

CC: The City Clerk is Ms. Marshall-Barley's supervisor and she thanked her for all of her hard work and assistance in the Clerk's Office and that she was a very dedicated employee at the City.

CM: The City Manager also recognized her work and accomplishment and explained that she completed this program while working full-time at the City and commuting to Tampa. Ms. Marshall-Barley thanked everyone for their kind words and for all of the great mentors she has had at the City.

DAIS LOG REVIEW - NONE

F. PUBLIC COMMENT – LIMITED TO THREE (3) MINUTES

There was no public comment.

G. CONSENT AGENDA

1. AUTHORIZATION OF EXPENDITURES IN AN AMOUNT NOT TO EXCEED $1,600,000 TO PORT CONSOLIDATED, INC. FOR MARINA FUEL SERVICE, PER TAMPA BAY AREA COOPERATIVE FUEL BID
2. AUTHORIZATION OF EMPLOYEE ANNUAL LEAVE PAYOUTS IN AN AMOUNT NOT TO EXCEED $19,071.60
3. AUTHORIZATION OF EXPENDITURES IN THE AMOUNT OF $91,509 TO TYLER TECHNOLOGIES, INC. FOR FINANCIAL AND INFORMATIONAL REPORTING SOFTWARE

A motion to approve the Consent Agenda was made by Commissioner Shontz and seconded by Commissioner Hodges.

CM: Staff recommends approval, if there are any questions from the Commission, the ACM can answer. The large number in item G3 are funds that the City annually expended.

ROLL CALL:

Commissioner Lister……………………………………YES
Commissioner Hodges…………………………………YES
Commissioner Shontz…………………………………YES
Vice-Mayor Poe……………………………………ABSENT
Mayor Palladeno……………………………………YES

H. UNFINISHED BUSINESS – NONE

I. CONTRACTS/AGREEMENTS

1. AUTHORIZATION TO EXECUTE UNION CONTRACT WITH PINELLAS COUNTY PROFESSIONAL FIREFIGHTER IAFF LOCAL 4966

A motion to approve the Union Contract with Pinellas County Professional Firefighter IAFF Local 4966 was made by Commissioner Lister and seconded by Commissioner Shontz.

ROLL CALL:

Commissioner Lister.......................................YES
Commissioner Hodges....................................YES
Commissioner Shontz.....................................YES
Vice-Mayor Poe..................................ABSENT
Mayor Palladeno..................................YES

2. AWARD OF RFQ AND APPROVAL OF GYM TRAINING AGREEMENT WITH STRONG EIGHT

A motion to award the RFQ for Gym Training to S8 was made by Commissioner Shontz and seconded by Commissioner Hodges.

CM: Staff recommends approval. The City Attorney will present the details of the agreement at the next Regular BOC Meeting in January.

ROLL CALL:

Commissioner Lister.......................................YES
Commissioner Hodges....................................YES
Commissioner Shontz.....................................YES
Vice-Mayor Poe..................................ABSENT
Mayor Palladeno..................................YES

3. AUTHORIZATION TO EXECUTE SWFWMD AGREEMENT 16CF0000151 FOR AMERICAN LEGION DRIVE STORMWATER BMPs

CM: This is a housekeeping issue for the fifty percent funding for the SWFWMD roadway projects that were approved at a previous meeting. He asked if the ACM had anything else to add.

ACM: This item and the next, are not reflected in the current FY2016 Budget revenues. It is a direct and positive impact on fund balances meaning that we are in better standing than we had anticipated.

A motion to execute SWFWMD Agreement for American Legion Drive was made by Commissioner Lister and seconded by Commissioner Shontz.

ROLL CALL:

Commissioner Lister.......................................YES
Commissioner Hodges....................................YES
Commissioner Shontz.....................................YES
Vice-Mayor Poe..................................ABSENT
Mayor Palladeno..................................YES

4. AUTHORIZATION TO EXECUTE SWFWMD AGREEMENT 16CF0000152 FOR REX PLACE STORMWATER BMPs

A motion to execute SWFWMD Agreement for Rex Place was made by Commissioner Shontz and seconded by Commissioner Hodges.

ROLL CALL:

Commissioner Lister.......................................YES
Commissioner Hodges....................................YES
Commissioner Shontz.....................................YES
Vice-Mayor Poe..................................ABSENT
Mayor Palladeno..................................YES

J. NEW BUSINESS

1. **ORDINANCE 2015-18**
   AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA, REZONING CERTAIN REAL PROPERTY GENERALLY DESCRIBED AS 555 150th AVENUE AND 565 150TH AVENUE FROM, MARINE COMMERCIAL (C-4) TO PLANNED DEVELOPMENT (PD) DISTRICT; PROVIDING FOR READING BY TITLE ONLY; AND PROVIDING FOR AN EFFECTIVE DATE THEREOF.

CA: Advised that the Commission needed to formally vote to postpone consideration of this item. This was not covered in the approval of the agenda vote at the beginning of the meeting. The CM explained that the Planning Commission Meeting would be held on January 11, 2016 and the BOC Meeting on January 12, 2016.

A motion to postpone the consideration of Ordinance 2015-18 was made by Commissioner Lister and seconded by Commissioner Hodges.

ROLL CALL:

Commissioner Lister.......................................YES
Commissioner Hodges....................................YES
Commissioner Shontz.....................................YES
Vice-Mayor Poe.................................ABSENT
Mayor Palladeno.................................YES

2. **APPROVAL OF STAFFING CHANGES TO RECREATION DEPARTMENT**
   ELIMINATION OF REC LEADER I POSITION AND ADDITION OF REC LEADER III POSITION; ADDITION OF PART-TIME RECREATION BUILDING MAINTENANCE POSITION; REMOVING TEMPORARY CONTRACTED SERVICES.

CM: This item is listed in three parts: a discussion on that changes being made and the formal approvals and authorizations associated with the request. Motions and votes will need to be taken for Items 2.A. and 2.B as well.

He is supportive of these changes and will recommend approval but he would like the Events & Recreation Director, Doug Andrews, to better explain the item. The events and the Rec Center is ever evolving as the City's need change.

ERD: The Rec Center is just moving some things around and this may not be the last change that is made. Right now, everything on this agenda is related to childcare, which is also generates a lot of revenue for the City. The Department is working to ensure that the proper training and licensing is maintained. The program and attendance has been growing. Staff will keep as close as they can to the budget.

After some meetings last night, little league is also working to make an agreement to become the Madeira Beach Babe Ruth Association to become a program of the City.

CM: When he says a growth in numbers, he is referring to a huge percentage increase to the childcare and summer programs. The City has one of the most beautiful sites in the area and many parents want their kids to come here.

Mayor Palladeno: Commended the staff on their hard work throughout the City Centre. A Tourist Development Council meeting was recently held here and he is proud to brag about the City. He doesn't see these types of amendments – ones that show that revenue is higher than expected – as something negative or not following the budget. Commissioner Lister also agreed that all these changes are good for the City.

A motion to approve staffing changes to the Recreation Department was made by Commissioner Lister and seconded by Commissioner Hodges.

ROLL CALL:

Commissioner Lister.......................................YES
Commissioner Hodges....................................YES
Commissioner Shontz.....................................YES
Vice-Mayor Poe.................................ABSENT
Mayor Palladeno.................................YES

A. **RESOLUTION 2015-42**
   AMENDING THE FISCAL YEAR 2016 BUDGET BY INCREASING GENERAL FUN EXPENDITURES IN THE AMOUNT OF $30,400 FOR RECREATION CENTER STAFFING; AND PROVIDING FOR AN EFFECTIVE DATE.

CA read Resolution 2015-42 by title only.

A motion to approve Resolution 2015-42 was made by Commissioner Lister and seconded by Commissioner Hodges.

CM: This is approving the expenditure for what was just discussed. Staff recommends approval.

ROLL CALL:

Commissioner Lister.......................................YES
Commissioner Hodges....................................YES
Commissioner Shontz.....................................YES
Vice-Mayor Poe.................................ABSENT
Mayor Palladeno.................................YES

B. AUTHORIZATION OF PAY PLAN AMENDMENTS PURSUANT TO RESOLUTION 2015-42.

CM: This is not required by the City Charter, but this is a procedure that the CM and ACM have created to show the Board the exact changes in regards to the budget.

Mayor Palladeno: Thanked staff for this procedure since it clearly explains any changes and improves the transparency of City business.

A motion to approve the play plan pursuant Resolution 2015-42 was made by Commissioner Lister and seconded by Commissioner Hodges.

ROLL CALL:

Commissioner Lister.......................................YES
Commissioner Hodges....................................YES
Commissioner Shontz.....................................YES
Vice-Mayor Poe..................................ABSENT
Mayor Palladeno.................................YES

3. APPROVAL OF STAFFING CHANGES TO PLANNING & ZONING DEPARTMENT

DISCUSSION BY CITY MANAGER EXPLAINING THE INTERIM STRUCTURE OF THE CITY'S PLANNING AND ZONING SERVICES

CM: As you all know, I have made a major change in the Planning & Zoning Department – Lynn Rosetti is no longer with the organization. With the amount of workload that the City is currently experiencing, he made the decision that is was time for a change. There are two major developments in the works and he is asking for the authorization to make an interim period during which the City will work with contracted services until the workload is more thoroughly understood.

Marci Forbes, an engineer with the firm Deuel & Associates, will be in City Hall three days a week to help with some of the planning workload – she has helped for some time in the previous weeks. He will also have the front Permit Technicians, Patty Kordis and Gwen Sinkfield trained in "Planning 101" to help better serve and organize requests from the front desk before it gets back to Ms. Forbes. This is how he plans to handle this department for the next sixty days.

Deuel & Associates proposal did not include any type of administrative support to the department. Because the Executive Assistant to the City Manager, Cheryl Rodde, has experience with this type of work in the past and has agreed to assist. He is also requesting that during this interim period, she be given a $4.00 raise.

Ms. Rosetti did a valiant job for what she was hired to do. He believes that the situation now has changed and is no longer suited by only one person in this department.

Jim Everett: He wanted to indicate that he has met and had the opportunity to sit with her on a few occasions. She is very knowledgeable and is great to have here as support for this department. They Mayor agreed with Mr. Everett's comments.

A motion to approve the staffing changes to the Planning & Zoning Department was made by Commissioner Shontz and seconded by Commissioner Hodges.

ROLL CALL:

Commissioner Lister.......................................YES
Commissioner Hodges....................................YES
Commissioner Shontz.....................................YES
Vice-Mayor Poe..................................ABSENT
Mayor Palladeno.................................YES

A. APPROVAL OF DEUEL AND ASSOCIATES SITE PLAN REVIEW AND MISCELLANEOUS PLANNING SERVICES PROPOSAL

A motion to approve the Deuel & Associates Planning Services Proposal was made by Commissioner Shontz and seconded by Commissioner Hodges.

ROLL CALL:

Commissioner Lister.......................................YES
Commissioner Hodges....................................YES
Commissioner Shontz.....................................YES
Vice-Mayor Poe..................................ABSENT
Mayor Palladeno.................................YES

B. APPROVAL OF PERSONNEL INTERIM PAY

CM: He asked that the pay increase begin in the next pay period since Ms. Rodde has been performing these duties for the last few weeks.

A motion to approve personnel interim pay increase to the Executive Assistant to the City Manager for covering administrative support to Planning was made by Commissioner Lister and seconded by Commissioner Hodges.

ROLL CALL:

Commissioner Lister……………………………….YES
Commissioner Hodges……………………………YES
Commissioner Shontz……………………………..YES
Vice-Mayor Poe……………………………ABSENT
Mayor Palladeno……………………………YES

C. **RESOLUTION 2015-43**
AMENDING THE FISCAL YEAR 2016 BUDGET BY INCREASING GENERAL FUND AND BUILDING FUND EXPENDITURES IN THE TOTAL AMOUNT OF $77,200 FOR PLANNING AND ZONING SERVICES.

CA read Resolution 2015-43 by title only.

A motion to approve Resolution 2015-43 was made by Commissioner Hodges and seconded by Commissioner Shontz.

CM: Staff recommendation is for approval.

ROLL CALL:

Commissioner Lister……………………………….YES
Commissioner Hodges……………………………YES
Commissioner Shontz……………………………..YES
Vice-Mayor Poe……………………………ABSENT
Mayor Palladeno……………………………YES

4. **RESOLUTION 2015-44**
AMENDING THE FISCAL YEAR 2016 BUDGET BY INCREASING GENERAL FUND EXPENDITURES IN THE AMOUNT OF $40,400 FOR PUBLIC WORKS POSITION; AND PROVIDING FOR AN EFFECTIVE DATE.

CA read Resolution 2015-44 by title only.

ACM: The information on this is included in the agenda packets. This is a personnel classification that was made effective on October 1, 2016. The change for this position has significantly increased to $40,400.

A motion to approve Resolution 2015-44 was made by Commissioner Shontz and seconded by Commissioner Lister.

ROLL CALL:

Commissioner Lister……………………………….YES
Commissioner Hodges……………………………YES
Commissioner Shontz……………………………..YES
Vice-Mayor Poe……………………………ABSENT
Mayor Palladeno……………………………YES

5. **DISCUSSION FROM ASSISTANT CITY MANAGER/FINANCE DIRECTOR**
DISCUSSION AND CONSENSUS REPORT TO EVALUATE FINANCING ALTERNATIVES FOR FIRE ENGINE ACQUISITION, INCLUDING RELEASE OF FINANCING REQUEST FOR PROPOSALS

ACM: This is continuing previous discussions we've had in terms on long-term financial planning. This is also related to the new policies approved in September and this is topic is in regards to the purchase of a new fire engine.

There is a $650,000 budget item, the estimates for that item are now closer to $700,000. The option to pay in cash is available but he is suggesting a better route to go. He recommends another debt issue, there are advantages and disadvantages to this decisions, as with any. This would give the City more flexibility and if the Board desires to keep this flexibility, we need to consider our actions in the long term.

This is about as clear as a public purpose purchase as exists. The nature of the financing leads to a tax exempt borrowing situation and a potential revenue source through Penny for Pinellas for the purchase of emergency vehicles. He recommends taking advantage of the last three years of Penny for Pinellas for this purchase.

There are two other projects associated with this fund: the Madeira Way improvements project and the City Centre docks/pier project. Of the three, the fire engine represents the item that most closely lines up with the tax exempt borrowing situation. The Board also needs to consider how this affects the City's debt obligation. This would be the fourth debt issue in the last three years – previously, the City had never taken out debt. If we were to consider moving on with this, we would be pledging Penny for Pinellas revenues.

The recommendation was to issue a request for proposals, and not do the default cash payment on this item. There opportunity for a low rate and to use the pledge revenues – and most importantly to set us up for new big projects by not using the cash. He asked that the City release a RFP for loan and lease options after which he would report the outcomes of that RFP. All options would remain on the table and the RFP gives the City more alternatives.

Commissioner Lister: Asked why exactly the projected cost increased from $650,000 to $700,000. The Fire Chief explained that the apparatus they are looking at would be a ladder truck.

CM: Because of the size of the buildings in the Redingtons, which the City is contracted to serve jointly with the City of Seminole, this provides an opportunity for more future flexibility with that contract.

The consensus was that the City would only pledge Penny for Pinellas (only the local options sales tax) and if banks wanted more, the City would not proceed with that option.

6. **CITY MANAGER ANNUAL PERFORMANCE EVALUATION**
PRESENT AND ACCEPT THE CITY MANAGER'S ANNUAL PERFORMANCE EVALUATIONS THAT WERE COMPLETED BY THE BOARD OF COMMISSIONERS

The Commissioners all agree that the City Manager does fantastic work for the City and the staff he has hired and managed has put the City in a better place than it has ever been and all recommend an increase to his salary.

Several audience members also presented their approval and described Mr. Crawford's dedication to the City. Robert Shaw, Dr. Heidi Goldberg, Larry Butterfield, Jim Everett, and Housche Gorvaje all made public comment in support of the City Manager.

CM: He is humbled and appreciative of all the comments from the Board and thanks them for their support and their ability to make the tough decisions that move the City forward. The cohesiveness here is night and day from what it was before. His staff is what makes the City tick. He is here for the long haul and enjoy all the work that he does here. There are some major developments that need to be done right here in the City. A lot of new ideas and events are constantly being brought forward. He graciously accepts any increase if they Board desires it.

CA: Recommends that the motion would authorize a fifth amendment to the City Manager's contact be drafted and executed so it does not have to come back in front of the Board.

A motion to authorize the City Attorney to draft and execute a Fifth Amendment to the City Manager's Employee Contract to increase his current salary by 5% and authorize the increase start date on his hire anniversary (01/16/2016) was made by Commissioner Lister and seconded by Commissioner Shontz.

ROLL CALL:

Commissioner Lister……………………………………YES
Commissioner Hodges………………………………YES
Commissioner Shontz…………………………………YES
Vice-Mayor Poe……………………………………ABSENT
Mayor Palladeno……………………………………YES

K. REPORTS/CORRESPONDENCE

- **CITY COMMISSION**

Mayor Palladeno: Tourism is up and the County is really advertising Madeira Beach – we are making a big splash and earning more in bed tax dollars. The County is also doing a charter review and one of the things that is bothering him is that they are trying to eliminate some of the smaller municipalities. The twenty-four mayors will be working together in opposition of this attempt. He asked Commissioner Lister to bring this topic up to the League of Cities for additional support. He doesn't believe that any of these communities should lose their individuality.

- **CITY ATTORNEY** – No comment.
- **CITY MANAGER**

CM: The City did have a serious power outage last night and we were unable to hold the Planning Commission meeting last night. He did not want a full house of interested residents with no air conditioning nor ability for the presenters to present. All of the meetings related to the Holten property will take place in January, beginning in January 11, 2016. He instructed the Board that they would be unable to attend due to the quasi-judicial nature of the meeting. The ordinance approval is placed on the BOC agenda *if* there is a recommendation. The Board is not required to vote on it just because it is there.

The Board will be inundated with an email. He asked that the Board direct the people who send these messages to attend the Planning Commission meeting in January. He also encourages them to direct any complaints to his office.

He wanted to add that Ms. Marshall-Barley was able to achieve her Master's in Public Administration while working full-time, which is something to be noted. He just wanted to give her one more shout-out for all of her accomplishments and hard work to the City.

- **CITY CLERK**

CC: Has to get to a hockey game viewing, but she wanted to thank the City Manager for all he does for the City and again congratulate Ms. Marshall-Barley.

L. ADJOURNMENT – The meeting was adjourned at 7:18 p.m.

Date approved: February 9, 2016

Travis Palladeno, MAYOR

Submitted by Aimee Servedio, CITY CLERK