

**THE CITY OF MADEIRA BEACH, FLORIDA  
PUBLIC NOTICE**

**BOARD OF COMMISSIONERS WORKSHOP 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.

**5:00 P.M.**

**WEDNESDAY, DECEMBER 7, 2011**

**AUDITORIUM**

---

**CALL TO ORDER**

**ROLL CALL**

**1. TOPIC:**

- A. DISCUSS A DOG PARK LOCATED AT BICENTENIAL PARK**
- B. DISCUSS WELCOME BANNERS**
- C. DISCUSS A POTENTIAL RIGHTS-OF-WAY UTILIZATION AGREEMENT**
- D. DISCUSS THE PUBLIC WORKS BUILDING**
- E. DISCUSS THE FINANCE DEPARTMENT**

**2. MISCELLANEOUS**

**3. ADJOURNMENT**

Any person who decides to appeal any decision of the City Commission with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The law does not require the City Clerk to transcribe verbatim minutes; therefore, the applicant must make the necessary arrangements with a private reporter or private reporting firm and bear the resulting expense. In accordance with the Americans with Disability Act and F.S. 286.26; any person with a disability requiring reasonable accommodation in order to participate in this meeting should call 727-391-9951 or fax a written request to 727-399-1131. Posted December 2, 2011

**THIS MEETING IS TELEVISED LIVE ON CHANNEL 615**

**CITY OF MADEIRA BEACH**  
**Board of Commissioners Workshop Minutes**  
**Wednesday, December 7, 2011**

---

A Workshop Meeting of the Madeira Beach Board of Commissioners was held on Wednesday, December 7, 2011 in the City Hall Auditorium, located at 300 Municipal Drive, Madeira Beach, Florida.

Mayor Travis Palladeno called the Workshop to order at 5:00 p.m. All Commissioners were present.

**1. TOPIC**

**A. DISCUSS A DOG PARK LOCATED AT BICENTENIAL PARK**

Mayor Palladeno gave a brief presentation about the proposed dog park (also referred to as Paw Park) while indicating various features on the site plan. He said that it was going to be a three tiered project. The first phase was that the property would be fenced and water bibs would be put in. In order to cover a ditch in the park, culvert pipes would be used and more land would be filled. He also noted that the mangroves would remain. The project has already receiving a lot of interest. Mayor Palladeno said that the site plan would have to go before the Pinellas County Real Board for approval if the consensus of the Commission were to move forward with the project.

In response to Commissioner Vander Velde, Parks Supervisor Deb Laramie explained that the dogs would not be on leashes inside the fenced area, but while dogs were in Bicentennial Park, outside of the fencing they were required to be on a leash.

The second phase would be to receive input from the Parks Committee for landscaping, and the third phase of the project would be to upgrade the parking using the crushed shell.

Commissioner Lister spoke on receiving requests regarding advertising on the park benches, which was not allowed. Mayor Palladeno suggested that the City could use bricks to recognize sponsors who supported the park project. The consensus of the Commission was to proceed with the project.

Dick Lewis, 561 Crystal Drive; commented on the matter and said he was 100% in favor of the project.

**B. DISCUSS WELCOME BANNERS**

Mayor Palladeno provided the Commission with proposed copies of the drafted Welcome Banner design. He said that he spoke with Mayor Bob Minning from Treasure Island to decide if their city wanted to do the same thing. He briefly explained the design of the banner, and stated that the banners would be 16 square feet. The commission discussed the type of material for the banner, and Mayor Palladeno requested that Interim City Manager Madden secure some pricing information to consider. The consensus of the Commission was that they were in favor of the banner design.

Dick Lewis, 561 Crystal Drive; commented that it would cheapen the appearance of the City and suggested surveying residents on the design.

June Mohns, 13321 Boca Ciega Ave.; asked where the banners located.

Mayor Palladeno answered that the banners would be attached to the light poles on the bridge.

Mayor Palladeno requested that City Clerk Stilton post the banner design on the website for two weeks (December 8<sup>th</sup> – 22<sup>nd</sup>) and called on the public to provide input. The Commission planned to discuss the proposed banners and public input at the January 4<sup>th</sup> Workshop Meeting.

### **C. DISCUSS A POTENTIAL RIGHTS-OF-WAY UTILIZATION AGREEMENT**

Interim City Manager Madden presented a brief history of the property located at 13321 Boca Ciega Ave., and reported that in order to allow the owner to continue working on the improvements associated with the property in the rights-of-way the City could authorize a Rights-of-Way Utilization Agreement with the property owner. The Commission further discussed the request and then heard from the property owners.

June Mohns, 13321 Boca Ciega Ave.; together with her husband George, spoke on some of the history of the improvements and said that they would reimburse the City for the City Attorney's time to set up the Agreement, should the Commission decide to permit the Agreement.

Upon discussion of the issue, the consensus of the Commission was to direct City Attorney Yacavone to draft a Rights-of-Way Utilization Agreement. City Attorney Yacavone said that he would set-up the Agreement so that it remains with the life of the improvements. The proposed Rights-of-Way Utilization Agreement would be further discussed and presented at the next Regular Commission Meeting.

### **D. DISCUSS THE PUBLIC WORKS BUILDING**

Interim City Manager Madden said that originally the contractor's engineers agreed to replace some of the panels in the Public Works building with an estimated budget of \$7,000. However, their engineers later stated that in order to meet the existing code and life safety, additional work would need to be done which increased the cost to \$9,500. He asked if the Commission wanted to build a new structure and did they want to be on-island or off-island. He said that there were only two sites on Madeira Beach that were on-island where the Public Works building could be located: first, where it was right now; or second, on the City Hall site. For the off-island, the City could identify some properties that meet the City's needs. He stated that it would be better to discuss the exact property locations individually. He believed that it would cost less if going off-island than constructing new.

Mayor Palladeno asked if the plans that were made for the High and Dry were pre-engineered. Interim City Manager Madden said a section of that was pre-engineered building. Mayor Palladeno asked a few questions regarding if it was appropriate to redesign the existing building and use a section of the building as the workout center. Interim City Manager Madden said it would not be a good idea due to safety concerns.

Commissioner Vander Velde asked how much space was needed if the garbage trucks were moved off the island. Interim City Manager Madden said it would be about one fourth of the operation. He also mentioned that for the purpose of not disrupting the cleanout structure, it would be better to incorporate the washout area into the design if we rebuilt it here. He said it was more difficult to do that if going outside.

Commissioner Vander Velde asked how much it would cost to recreate a wash-out area into a new building. Interim City Manager Madden said he had no idea. Upon discussing whether redesigning the existing building was feasible, Interim City Manager Madden said it would cost additional dollars if they wanted to retain the building. He reported that the employees from the Public Works building were in the process of moving to the Marina, but due to computer wiring issues it has taken longer than expected.

In response to the Commissioners inquiries regarding the cost for the Public Works building project, Interim City Manager Madden said he could have the architect to do a cost comparison for the buildings to be built on different sites.

## **E. DISCUSS THE FINANCE DEPARTMENT**

Interim City Manager Madden explained the situation in the Finance Department. He pointed out that Chief Financial Consultant Shirley was requesting to hire a senior level accountant for extra help.

Commissioner Vander Velde requested information about the auditor's deadlines. Chief Financial Consultant Shirley said it should be done in March, but now the City has to file an extension. He explained if he had extra help, he could have it done by January. He mentioned when he was with his previous employer, the year-end reports were usually completed around mid October. With regard to the extension, he said he was looking at three months.

In response to a question from Mayor Palladeno regarding the accounting software and saving the City approximately \$50,000, Mr. Shirley said the biggest priority now was to catch up with everything, and the potential savings would come from correct training and efficient use of resources within the department. The Commission further discussed bank reconciliation issues. Referring to the City's past financial practices, Mr. Shirley said there is a better to do it.

Upon the discussion of whether it was a good fit to hire Mr. Shirley as the City's Finance Director, Mayor Palladeno, Commissioner Oakley and Commissioner Vander Velde were in favor of hiring him. Commissioner Lister and Vice Mayor Reynolds expressed doubts. Vice Mayor Reynolds said that the \$50,000 savings would be a washout by the hiring of a \$44,000 senior accountant that Mr. Shirley had requested.

In response to the questions from the Commissioners, Mr. Shirley explained how the \$50,000 would be saved by using the accounting software correctly and more efficiently.

Interim City Manager Madden said he had reviewed Mr. Mallory's candidate list before deciding on Mr. Shirley. He believed that Mr. Shirley would be a good fit as the City's Finance Director; not only because of Mr. Shirley's financial skills but also that he has already gained much knowledge of the City's financial system during his time here.

The consensus of the Commission was to support the Interim City Manager in hiring Mr. Shirley as the Finance Director/City Treasurer, who would also assume the human resource responsibilities, and to hire a senior accountant on a "temp-to-perm" basis to assist him.

## **2. MISCELLANEOUS**

Mayor Palladeno opened the floor for discussion to talk about giving employees holiday bonuses that Commissioner Lister previously brought up. The consensus of Commission was to give employees a onetime holiday bonus in the amount of \$250 – before taxes, and to further discuss the issue during the December 13<sup>th</sup> Regular Meeting.

The Board of Commissioners determined there were no pressing matters of business and by consensus canceled the December 27<sup>th</sup> Regular Meeting.

Interim City Manager Madden updated the Commission on the repair/replacement of recording equipment and requested approval to purchase a new system estimated at \$1000, and also purchase an extra security camera to capture the front counter as Commissioner Vander Velde had requested. The Commission unanimously approved the requests.

Interim City Manager Madden asked the Commission if they wanted to schedule a year-end State of the City Meeting, and upon discussed determined the meeting would be scheduled for Thursday, December 21, 2011 beginning at 7:00 p.m.

Commissioner Okaley inquired as to when the Department of Transportation (DOT) would be updating the Commission. Mayor Palladeno confirmed that a representative from DOT is scheduled to provide a presentation to the commission on Wednesday, January 4, 2012. City Clerk Stilton reminded the Commission that DOT has requested that they receive any questions or concerns from the Commission by January 15, 2012 regarding the project.

### 3. ADJOURNMENT

Seeing no further business, Mayor Palladeno adjourned the meeting at 6:32 p.m.

Date Approved:

1/24/2012



Travis Palladeno, Mayor



Ginger Stilton, CMC  
City Clerk