



## MEMORANDUM

TO: Hon. Mayor and Board of Commissioners, the General Public and Staff

FROM: Jonathan Evans, City Manager

DATE: May 17, 2018

RE: City Manager's Report – 2018-02

---

### Office of the City Manager

City Manager Evans reports that the City of Madeira Beach will not be allowing for the closure of Madeira Way for special events. This stance is intended to comply with the safety concerns of the Florida Department of Transportation ("FDOT") and the policy recommendation as provided by Staff. Any events previously conducted or hosted on Madeira Way can be relocated upon the request of the event organizers.

City Manager Evans reports that the 2018 Community Values Survey is receiving excellent responses. As of Monday, May 14, 2018, the City has collected 546 total responses and 445 completed responses. The survey is intended to provide the Board of Commissioners with opinions about items/questions posed to the general public. The Community Value Survey data will be reviewed, analyzed, and presented to the Board of Commissioners at the regularly scheduled Board workshop in June. The survey will be utilized as a tool to establish overarching themes for items the City should consider both now and as part of the public policy, and for Staff initiatives. The survey will conclude on May 22, 2018 at 5:00 p.m. So far, 65% (361) of survey participants have identified as permanent Madeira Beach residents; 17.69% (95) have identified as seasonal residents of Madeira Beach; and 16.95% (91) of individuals have reported that they are not Madeira Beach residents. In addition, 14% of survey participants have identified themselves as owners/operators of businesses in Madeira Beach. It is not too late to take the survey; please visit our website at [www.madeirabeachfl.gov](http://www.madeirabeachfl.gov) and click on the Community Value Survey link.

City Manager Evans reports that June 1 marks the start of the 2018 Hurricane Season and is encouraging residents, businesses, and visitors of Madeira Beach to start preparing for the impending active hurricane season, as predicted by experts. Please begin acquiring, at a minimum, three days' worth of water and nonperishable goods. We also advise you to acquire a weather radio, flashlights, and batteries, and to write down your current list of medications, etc. This is the



time to create your emergency operations plan. As Staff, it is critical that you are prepared to protect the health, safety, and welfare of the public.

Now is the time to prepare. Should you have any questions about emergency management or disaster preparedness, do not hesitate to call 727-391-3400.

### **Office of the City Clerk**

City Clerk VanBlargan reports that the Office of the City Clerk hosted a Florida League of Cities workshop training on April 16, 2018 in the City Commission Chambers. Lynn Tipton with the Florida League of Cities presented a historical overview of municipal charters in Florida, and also provided information about the key parts of a charter review and a comparison of municipal charters. Scott Paine with the Florida League of Cities presented an overview of creating and maintaining a culture of ethics in the workplace and Florida's Ethics and Sunshine Laws. The workshop training was open to the public, and the Board of Commissioners and Staff attended these sessions along with some of the community's Advisory Board members.

### **Finance Department**

Finance Director Pierce reports that the Finance Department, along with the City's Auditor, is completing the 2017 Comprehensive Annual Financial Report ("CAFR"). The document was officially completed by Tuesday, May 15, 2018. The annual audit is required by the State of Florida as part of the requirements for a municipal government. Staff will be sharing the Audit Report with the Board of Commissioners at its first regular meeting in June. Furthermore, City Staff has started their FY 2019 Budget submissions; this data will be shared with both the Budget Review Committee and the Board of Commissioners. The topics discussed will be the following: debt management, capital, infrastructure funding, clarification of fund balance requirements, and proposed modifications.

### **Information Technology**

The City's Information Technology service provider ("Network People") has currently deployed security measures to ensure the system is not compromised and remains operational despite the continual threat from hackers and other internet viruses.

### **Human Resources**

Human Resources and Finance Coordinator Paulson reports that, thus far, Risk Management has obtained \$1,031.11 in reimbursement for safety updates that have been made; another \$2,200 is



anticipated to be received within the coming months. Staff is also pursuing a Hazard Mitigation Grant from Pinellas County for the purposes of acquiring a backup generator to assist in restoring power to City facilities in the event of an emergency accident/incident; the amount requested is \$201,000.

Staff will continue pursuing this opportunity, as it is critically important to acquire such an asset to maintain continuity of services in the event of an accident/incident.

### **Madeira Beach Fire Rescue Department**

Fire Chief O’Neal reports on the recent promotion of George Hill to Lieutenant Paramedic. The promotional assessment testing was a two-day process and took place at the Seminole Fire Department and Madeira Beach Fire Rescue Department (“MBFD”) on April 3 and 5. The process included practical scenarios, a written exam, and an interview. Both of the MBFD candidates scored very well; however, Lt. Hill’s scores were exceptional. He was officially promoted on April 23, 2018. Lt. Hill recently celebrated 5 years of service with the City of Madeira Beach Fire Rescue Department. Congratulations, Lt. Hill; thank you for your service.

Fire Chief O’Neal reports that on May 1 at approximately 2:25 a.m., Madeira Beach Fire Department (“MBFD”) responded to a marine fire; a 30-foot fishing boat was fully involved, which means fire, heat, and smoke in a structure were so widespread that internal access had to wait until fire streams could be applied. The boat was docked at Save on Seafood, located at 545 150<sup>th</sup> Ave., and columns of smoke and flames were visible from Tom Stuart Causeway. Once on scene, Truck 25 went into command and established an attack line using water and foam. While the fire was being fought, one of the boat lines broke free, but the units quickly used a marine anchor to tie the boat to the dock. The crew of Truck 25 was able to get the fire under control within 12 minutes of the initial attack. Credit goes to “A” shift: Lt. G. Hill, D/E D. Bueller, and FF J. McGaughey, as well as the other crews that assisted with the fire: Seminole Fire Rescue, Treasure Island Fire Rescue, Pinellas Suncoast Fire Rescue, and Pinellas Park Fire Rescue’s Hazmat Team. The captain of the vessel informed us that repairs were being made to the boat and that it had a full fuel tank. The boat was a total loss; however, no injuries were reported.

### **Planning and Zoning – Community Development Department**

Planning and Zoning Director Portal reports that the Planning and Zoning Department has been working on several land development regulations to facilitate redevelopment options for older homes, to make the code more usable, and, in the case of the sign code, to meet current federal requirements. Staff applied for the Tampa Bay Regional Planning Council, Future of the Region



Award, which will be decided this week. Information is being collected for the Federal Emergency Management Agency (“FEMA”) with “just in case” reports and to develop regular news items about planning issues and life and development in the floodplain. There are also several large development plans under review, as well as some smaller new construction projects. These require the development of design standards that mark the beginning of a communitywide planning effort to make design choices for the future of the City, one neighborhood at a time.

### **Recreation Department**

Recreation Director Hatch reports that the Recreation Center welcomed the Old Salt Fishing Foundation as it hosted its 25<sup>th</sup> Annual Spring King of the Beach from April 26-28. This event was the largest ever, setting a trifecta of records both in and out of the water. Overall, a record 687 teams descended on Madeira Beach, with anglers visiting from as far as Germany to participate in the tournament. A record number of teams rolled over to the field, with more than 30,000 attendees visiting Remember Our Children (“R.O.C.”) Park over the course of the event. The team War Chant took home the top prize of \$103,877, reeling in the winning Kingfish of 48.19 pounds. Overall, Spring King of the Beach once again delivered fun and excitement for the community and our visitors to enjoy.

Recreation Director Hatch reports that the Madeira Beach Recreation Department will support the 250 youth athletes who participated in Madeira Beach Youth Baseball and Softball as they begin their transition into the post season. In the coming weeks, City tournaments and district playoffs will begin around Pinellas County, as well as right here in Madeira Beach. The Recreation Center also begins its transition as the school year wraps up and summer campers begin to arrive. With more than 100 kids registered each summer, the camp will be filled with action-packed fun and excitement, day in and day out.

### **Public Works Department**

Public Works/Marina Director Marsicano reports that the Public Works Department would like to remind everyone that it is now sea turtle season. The season started on May 1 and continues through October 31. During this time, you will see sea turtle nests along the beach. Disturbing nests is prohibited, so please refrain from doing so if you see a nest. Nests are staked off on the beach and are surrounded with tape to identify them. At night, please keep your lights off along the beach. Any type of lights will scare off a turtle, even lights from cell phones. The Public Works Department has attached a public education document that provides all the information you need to know about our sea turtles.



Public Works/Marina Director Marsicano reports that the Public Works Department is happy to report that most of phase one of the Rex Place Stormwater project is now complete, pending minor cosmetics. The Staff again respectfully asks for everyone's patience as we move forward into the second and final phase of this important stormwater project for the City of Madeira Beach. If there are any problems moving forward, contact the Public Works Department at 727-543-7143.

### **Municipal Marina**

Public Works/Marina Director Marsicano reports that they helped wrap up the 25<sup>th</sup> Annual King of the Beach tournament. The event was a huge success for the Madeira Beach Municipal Marina. The Marina had a record number of 26 transient guests who enjoyed the convenience of the Madeira Beach Municipal Marina ship store. All the transient guests purchased fuel, bait, ice, and other items from the Municipal Marina Ship Store. The fuel sales for the 3 days of the tournament constituted a record, with 14,200 gallons sold, equating to \$55,380 in fuel sales alone. The Staff of the marina pulled long hours daily with a very successful weekend. In the next edition of the City Manager's report, be on the lookout for Madeira Beach Marina Supervisor Brian "Crabby" Crabtree's latest fishing report for the summer.

### **Stormwater**

Public Works Director Marsicano reports that Staff have received concerns about the check valve system for the stormwater infrastructure, referred to as the Boca Ciega neighborhood project. Prior to this project, the City was experiencing localized flooding in areas throughout Boca Ciega, which caused major flooding issues in the neighborhood. However, the intent of the check valve system is to prevent high-tide waters from obstructing vehicular and pedestrian access to the neighborhood. When the Staff began their preliminary research, the most cost-effective valves specked out were approximately \$30,000 per pipe. Considering the limited fiscal resources, Staff were able to find an alternative system, "Wapro Valves," that would accomplish the same result at a cost of \$4,000 per pipe. Staff brought this item to the Board of Commissioners at a workshop after approval, and the last valves arrived on April 30, 2018. Public Works Staff will have the remaining two installed in the coming week. The installation will be located at 299 Boca Ciega Dr. and 704 Pruitt Ave. The valves that are currently installed are located at the following addresses:

- 321 Boca Ciega Dr. – Installed in February
- 343 Boca Ciega Dr. – Installed in February
- 401 Boca Ciega Dr. – Installed in May



- 13011 Boca Ciega Dr. – Installed in May
- 13065 Boca Ciega Dr. – Installed in May

As of May 15, 2018, the valves seem to be functioning appropriately. Staff will continue monitoring the situation throughout the duration of the installation and the rainy season.

Thus far, the project has cost the City \$20,909.00. The Board of Commissioners will receive a full presentation about this topic during its regular meeting on June 12, 2018.

### **Pinellas County Sheriff Office**

Deputy Cory Snyder of the Pinellas County Sheriff's Office reports that the properties listed below were taken to the Special Magistrate within the last 30 days and were found to be in violation of the City's Code. Daily fees/fines are being assessed against the properties, and the City has taken over maintenance.

- 118 143<sup>rd</sup> Ave. – Abandoned house. The City has secured the property.
- 13222 3<sup>rd</sup> St. – Abandoned house. The City has secured the property.

Open Code Cases awaiting inspection:

- 60 137<sup>th</sup> Ave., Circle – The property owner was issued a citation for an oversized RV in the front yard (5<sup>th</sup> occurrence).
- 734 Sunset Cove – This property was taken to Special Magistrate in 2015. The property is in a state of decay and contains multiple safety and code violations. The property owner(s) has been contacted, and the appropriate letters have been mailed.
- 13655 Gulf Blvd. – The Snug Harbor Inn. This property sustained fire damage several years ago and was deemed an unsafe structure by the City of Madeira Beach Building Department. A Notice of Violation was sent for its continuing deteriorating condition and for several other code issues. A directed patrol was established for this location due to ongoing trespassing and other concerns. One subject has been arrested thus far.

For other code-related issues, numerous courtesy letters have been issued. The most common notification is for trash, debris, and yard maintenance. Other issues were for unregistered vessels/trailers.



## **Building Department**

Building Official Frank DeSantis and Holden Pinkard, Building Code Compliance Officer report that both residential and commercial construction within the City of Madeira Beach continues to be in full swing. Previously blighted areas are in for a major makeover. The Town Center Project (Phase 4-Hotel "A") is under internal review. The Madeira Bay Condos (44 units) at 13101 Gulf Blvd., is prepped and currently drilling pilings. The Barefoot Beach Resort project at 13238 Gulf Blvd. remains on schedule and is at 80% completion. The Madeira del Mar Condominiums (3-story, 13 units) at 15305 1st St. E., is under review with Fire, Planning and Building. Madeira Shores at 14910 North Bayshore (6 single-family homes) is nearing issuance of permits. The Building Department is awaiting the proposed Gulf Grille Restaurant at 14080 Gulf Blvd. After preliminary site review, John's Pass Resort Hotel is addressing the concerns that Staff identified. During the month of April, the Building Department issued 78 types of permits, including 208 inspections, collecting fees of roughly \$23,000. Code Compliance continues to be complaint-driven, with 10 new cases created in the month of April. Of those 10, 3 have been satisfied to date. Since January 1, 2018, 31 cases have been created and 20 have been satisfied. Lastly, the residential rental inspection program has completed 111-unit inspections.

