

A workshop meeting of the City of Madeira Beach Board of Commissioners was held at 2:00 p.m. on May 22, 2018 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
Deby Weinstein, Vice-Mayor/Commissioner District 1
Nancy Hodges, Commissioner District 2
Nancy Oakley, Commissioner District 3
John Douthirt, Commissioner District 4

CITY STAFF PRESENT: Jonathan, Evans, City Manager
Ralf Brookes, City Attorney
Andrea Gamble, Deputy City Clerk

1. CALL TO ORDER

Mayor Black called the meeting to order.

2. ROLL CALL

City Clerk Clara VanBlargan called the roll.

3. PUBLIC COMMENT

There was no public comment.

4. TOPICS FOR DISCUSSION

A. Legislative update - Kathleen Peters

Ms. Kathleen Peters gave a legislative update.

B. FY' Audit and Comprehensive Annual Financial Report (CAFR) - John Houser, City's Auditor with Wells, Houser & Schatzel, P.A.

Finance Director Walt Pierce introduced John Houser, the City's Auditor with Wells, Houser & Schatzel, P.A., who reported on the FYE 9/30/2017 completed Audit Report and answered questions from the Commission.

C. City Fiscal Management Presentation - Nicklas Rocca, City's Investment Advisor with PFM Financial Advisors, LLC

Director Pierce introduced Nicklas Rocca, the City's Investment Advisor with PFM Financial Advisors, LLC, who gave a brief overview on the City's Series 2014 bond. Refinancing amounted to a little over \$3 million back in 2014 and the final maturity is in November 2018. The bond was

originally structured to be prepaid at any time in whole or in part. The final maturity was originally \$1.8 million, but the City has paid a part of it, so now it amounts to \$1.2 million. Some of the proceeds, from the Penny for Pinellas have been used for phase two of the utilities undergrounding. There are two to three-year extension options that will help deal with the financing issue. A three-year extension is \$107,000 less per year for annual debt service. Each option includes a small prepayment fee of 20 basis points. The rates are good at the moment, but they can be potentially higher after the June 12th meeting. Using fund balance to pay the debt is an option, but it can potentially decrease the City's credit rating.

Mr. Rocca addressed questions and concerns of the Commission.

The City Manager said in the event the Board was to consider a two to three-year option, the interest and costs will be absorbed by the Penny for Pinellas. Tax payers wouldn't be paying a larger contribution. Paying \$1.2 million will be received back from the county, but it is based on the distribution schedule. In June the Board will discuss potential increases in parking revenue, which would be used to pay off the debt. Auditors will have a much better response to this approach, than if the money is taken from the fund balance. If the money is taken from the fund balance, then auditors will ask additional questions.

The City Manager said he is not asking the Board to decide as to what they feel comfortable right now, but to see if the Board wanted to discuss some options and have the agency do some research and provide relevant information.

The Commission commented in favor of the three-year option and consented to bringing forth a three-year extension.

Mayor Black said she would like to get more information and discuss some options.

Commissioner Douthirt said he supported the maximum amount option for the emergency fund. The City Manager said the maximum amount policy doesn't have to be constant. He pointed towards the idea that there was no rationale behind the three percent policy. Commissioner Oakley said she felt more comfortable with the old policy.

Vice-Mayor Weinstein said the City might not change the policy, but she encourages the research proposed by the City Manager.

The City Manager said the City would benefit from the analysis and asked if the Board was willing to go ahead with the analysis. The Board consented to doing the analysis.

The City Manager said there is no restrictions on the \$452,123 BP money. Consequently, projects will be planned to use this money effectively.

The Mayor asked for public comment and there was none.

D. Website Upgrade(s) - Redesign

The City Manager said there's a desperate need for the improvement of the website. He contacted the City's information technology service provider, the Network People and engaged a marketing company and they will create the website together. The anticipated cost for the overhaul of the website is about \$21,000. However, this amount would be utilized from the existing budget and no additional amount will be requested. The goal is to rebrand the City's digital presence and involve the community to provide feedback in regard to the website.

Representatives of the Network People gave a PowerPoint presentation showing the marketing side of the website project. They said it will be important to find out the brand of the City and its personality. The marketing team will talk to the stakeholders, the Board, business owners and community about what would be a cohesive look and brand across all the platforms and departments. In addition to the marketing they will help with building the website as well. The representative addressed questions and concerns from the Commission.

The City Manager said the website will not be built for millennial's, but it will be easily accessible. The next step is to define the scope and responsibilities from both partners and bring that before the board for approval.

The Mayor opened to public comment and there were no comments.

E. 137th Avenue Update

Al Carrier, the City's engineer reported on the 137th Avenue project and answered questions from the Commission.

The Mayor called a recess at 4:47 p.m. and reconvened the meeting at 5:00 p.m.

F. Charter Review Committee Direction

The City Manager said the purpose of this item is to seek direction from the Board as to how they would like the Charter Review Committee to review the components of the Charter. The Committee can review the Charter in its entirety or specific sections of the Charter. There is a word limitation for each question on the ballot. It would be prudent to provide the Committee with legal counsel as they go through the Charter because the Charter is the local law of the community and having someone with that expertise would be very helpful. It is advised to put not more than three to four questions on the ballot due to increased risk of voter fatigue. The goal is to make a document that works for the local community in the 21st century.

The Charter Review Committee's next meeting is scheduled for Friday, May 31, 2018 at 1:00 p.m.

The Commission provided consensus for the Charter Review Committee to review the Charter in sections and prepare three to four questions for the ballot for them to review.

Mayor Black opened up public comments.

Steve Kochick, 15301 2nd Street East, said he loves the Charter because of its simplicity and he gets nervous when he hears that people are wanting to change it. The City will have to prove the current Charter is not good enough.

G. Redington Fire Services Contract

Fire Chief Derryl O'Neil said the City's fire department contract is shared with all three Redington communities. This is a 10-year contract with a 10-year renewal clause, and it's coming up for the renewal. The contract specifies that fire protection will be provided by the fire department. The City's fire department shares its earnings equally with the City of Seminole and receives \$243,000 annually.

The City Manager said staff is in contact with the Mayor of each of the Redington communities and the Mayor of Seminole regarding continuing the cooperation. Since no additional costs have been incurred by the City's fire department, the collected money over the years have assisted in offsetting the cost for fire services in neighboring communities. There's no documentation of the fire department's costs so it is proposed to do the cost analysis for the fiscal year 2019.

The City Manager and the Fire Chief answered questions from the Commission.

5. COMMISSION COMMENT

Commissioner Oakley asked if the generator issue for the City Hall had been addressed. The City Manager said no, and that staff had conversations with the building official and the City's engineer, Al Carrier. They are looking for the most opportune location for the generator.

Commissioner Oakley asked the estimated cost for the generator and all the accessories. The City Manager said the last number he saw was \$215,000 to \$240,000.

Commissioner Hodges asked where the City is standing in regard to the Commission on Ethics proceedings. City Attorney Ralf Brookes replied that those will be handled by the Commission on Ethics and the City doesn't deal with that. If people would like more information they can call the Commission on Ethics and obtain from them the public records.

Commissioner Hodges asked Mr. Brookes if he is representing Commissioner Oakley on this. Mr. Brookes replied that he is not and stated she has a private attorney. There is coverage for the Commission on Ethics complaints through the insurance company that the City has, but it's not known if she is using that. These accusations occurred in 2012.

Vice-Mayor Weinstein asked about the Barks and Brews event scheduled for June 6. The City Manager said he had spoken with the Recreation Director who said due to the lack of numbers he was going to postpone the event.

Vice-Mayor Weinstein reminded all the citizens that she and the City Manager would be at South Beach on May 27th from 11:00 a.m. to 1:00 p.m. to answer any questions or comments.

Commissioner Douthirt asked the City Manager if he had the cost of the audit for the Board. The City Manager said he did not, but he will reach out to a CPA firm and get the estimated cost.

Commissioner Douthirt asked when the Board would receive the traffic study from FDOT. The City Manager said FDOT planned to address the Board on June 12th or June 26th. The Planning and Zoning Director will provide a recap of all the development projects.

6. CITY MANAGER'S REPORT - 2018-02

The City Manager said his report will be uploaded on the City's website for anyone to download.

7. ADJOURNMENT

The meeting was adjourned at 5:46 PM.



Maggi Black, Mayor

ATTEST:



Clara VanBlargan, MMC, MSM, City Clerk



