

A regular workshop meeting of the City of Madeira Beach Board of Commissioners was held at 1:00 p.m. on June 26, 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, Vice-Mayor/Commissioner District 4

MEMBERS ABSENT: Commissioner Douthirt arrived at the meeting approximately 2:05 p.m.

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

1. CALL TO ORDER

Mayor Black called the meeting to order at 1:02 p.m.

2. ROLL CALL

City Clerk Clara VanBlargan called the roll.

3. PUBLIC COMMENT

There was no public comment made.

4. TOPICS FOR DISCUSSION

Commissioner Oakley said the Old Salt Fishing Foundation King of the Beach event review and the seafood festival were listed on the June 12, 2018 Workshop Agenda Setting Meeting agenda for discussion at this meeting, but those items are not listed on the agenda.

The City Manager explained why the items were not listed on the agenda and said the Old Salt Fishing Tournament was placed on the July 10th regular meeting agenda and the seafood festival was placed on the July workshop agenda.

Commissioner Oakley said she also would like the Madeira Beach Town Center Development Agreement added to the July agenda.

A. FY 2019 Operating Budget Request Continued

City Manager Jonathan Evans explained that this item is a continuation of the budget discussion held on June 19th. This discussion will be Finance Department, Public Works, Office of the City Clerk, City Commission, and Office of the City Manager. These departments have already communicated the budget narratives, so we will get into the operational requests.

Finance

Finance Director Walt Pierce reviewed the Finance Department section of the proposed budget for FY 2019 (pp. 25-28) and addressed questions by the Commission. He pointed out that the financial advisor reassessed the rating on our 2013 bond and it increased by two notches which is a good thing for borrowing in the future and it is a good reflection on the financials of our city.

Vice-Mayor Weinstein commented she was not in favor of subsidizing the water taxi. The citizens of Madeira Beach should not be paying any money toward that. The City Manager said staff's recommendation would be for the entity receiving the \$25,000 from the City to have the opportunity to provide their best and final offer or any concessions that they are willing to consider. He can put that item on July agenda to allow them to do that and for the Board to give direction to staff on how it wishes to proceed.

Commissioner Oakley asked if there would be another budget meeting for she would like the water taxi to be added to that agenda. The Finance Director said there will be, and he will set that meeting up with the City Manager sometime next week. The City Manger said we could put the water taxi on the budget meeting agenda or on another meeting in July.

Mayor Black asked if the City was getting more bang for the buck on the fireworks or did the price increase. The City Manager explained that there is \$5,000 included in the budget for the barge but we are currently seeking some alternatives because of the nature of the construction industry. Those individuals that have a barge are in very high demand and the cost to get them here seems to be increasing. The Public Works Director and the Fire Chief are working specially this year to try and secure that and look at some different alternatives. But, for the fireworks itself, we are getting the same number of fireworks that we've gotten in the past. It is about \$1,000 for every minute of a fireworks show so if we are fortunate our show will last about 30 minutes.

Vice-Mayor Weinstein said getting sponsorship for the fireworks was a great idea. At first, she thought about removing the \$31,000 and just get sponsorship but that might be premature to do that. Hopefully, we can earmark that somehow to get sponsorship. The City Manager said he will be tag teaming that with the new public information specialist on Board to get sponsorship to help offset some of the costs for future fireworks displays, etc. Commissioner Oakley said it has been at the same rate for 15 years now. The City Manager said that can be explored.

Public Works Administration

Public Works/Marina Director Dave Marsicano reviewed the proposed Public Works Administration budget for FY 2019 (pp. 40-43). Finance Director Walt Pierce explained the salary portion of the budget.

Commissioner Hodges thanked Director Marsicano for getting the signs on the bridge and said so far it is working.

Vice-Mayor Weinstein asked about the position changes summary on p. 43 regarding the two resolutions that are listed there that were passed. She got a copy of the resolutions from the City Clerk, so she could understand better what it was and was wondering if the resolutions were still applicable. The Finance Director said that was put in to explain the lead mechanic positions and the public works technician positions along with wages and hours. He will look at that to see if the second resolution listed could be deleted.

Parks

Public Works/Marina Director Dave Marsicano reviewed the proposed Parks budget for FY 2019 (51-53) and responded to questions from the Commission. He said the operating capital expenditures has decreased from \$138,200 to \$111,200.

John's Pass Village

Public Works/Marina Director Dave Marsicano reviewed the proposed John's Pass Village budget for FY 2019 (63-66) and responded to the questions from the Commission. They are submitting for a Florida Boating improvement grant and hopefully that will be successful this year.

The City Manager said for the items listed that are capital in nature, it is going to be staff's recommendation that we re-budget them in the FY 2019 budget if the projects have not been started by the end of this fiscal year or if the projects cannot be completed and closed out by the end of this fiscal year. If the project cannot be completed for two years, the project amount will be planned out in future years to show the costs split over a two-year period. It is administration's goal to have these projects completed on time and on schedule. If it cannot be completed, then staff will request that the project be re-budgeted in the next fiscal year.

Commissioner Oakley said that in Archibald there is a line item that has contractual services for John's Pass Park for about the same amount of money. Director Marsicano explained that the amount listed in the Archibald account is for cleaning and janitorial contract services. Commissioner Oakley asked why that amount is not in John's Pass instead of Archibald Park. Director Marsicano said he is not the one that allocates those amounts, but he will meet with the Finance Director to see how that is done. The Finance Director said he will take another look at it.

Commissioner Oakley asked for clarification that there are no people in John's Pass. The City Manager said there is a portion that is charged against that particular fund but there is not an individual or individuals assigned exclusively to John's Pass Village and the Finance Director confirmed. Director Marsicano said they are mainly just the maintenance guys in John's Pass Village.

Vice-Mayor Weinstein said John's Pass Village needed cleaning up every day, so we really need to think about getting a dedicated person in addition to the Thursday's person provided by Floriculture. Director Marsicano said they have personnel there every day, especially sanitation

because somebody has to keep the trash receptacles emptied. Commissioner Oakley said we should get a group of volunteers to go there every morning and clean up the south beach parking lot.

Archibald Fund

Public Works/Marina Director Dave Marsicano reviewed the proposed Archibald Fund for FY 2019 (67-71).

The Finance Director reviewed the personnel portion of the budget. He said there is only one person, the division supervisor that is being charged to Archibald for this budget. The two other grounds maintenance workers are under the Recreation Department; however, they took the cost of those two positions, which is around \$105,000 and transferred that amount from Archibald to the General Fund, which will show up in the General Fund revenue as a transfer from another fund.

Commissioner Oakley asked who the one person was left. Director Marsicano said Debra Laramee is the one person left and she works for him. Commissioner Oakley said technically she cannot work in John's Pass Village because it is not a recreation or a park. The Pass is a retail, entertainment spot. That person can only work in parks and recreation. The Finance Director said they will have to look at that again. Director Marsicano said Ms. Laramee will be coming out of the Archibald fund.

Commissioner Oakley asked the total revenue of Archibald and the Finance Director said that had not yet been calculated. The actual for FY 2017 was \$413,391. The City Manager said on p. 68 of the document dated June 14, 2018 provided to the Board shows that the actual for the Archibald Fund was \$351,987 and the adopted budget for FY 2018 was \$388,800 and then the budget document for 2018 states the same amount. The adopted amount shown for FY 2017 shows \$409,700 and the actual for FY 2017 shown on p. 68 of the document provided shows \$351,987. There is either a discrepancy or a calculation error from the adopted budget to what the actual is or revenues down. The Finance Director said that is an error. It should state expenditures instead of funding source and he will correct that. The actual total revenue for FY 2017 is \$413,391. The budget for FY 2018 was \$383,000.

Commissioner Oakley questioned line item 4690 on p. 70, Maintenance – Palm Trees. She said that it states that this line item is for contractual maintenance citywide and that cannot be citywide because it can only be used in parks. Director Marsicano said they use the contractual services for public parks citywide only. Money in that account is not allocated elsewhere. The Finance Director said he will change the description to reflect that.

The Commission recessed at 2:09 p.m. and reconvened at 2:17 p.m.

The Mayor announced that Commissioner Douthirt arrived at the meeting at 2:05 p.m.

The remainder of this item was discussed following the presentation by FDOT representatives, Agenda Item 4.C, Local Development on State Roadway and Traffic Impact Study.

Sanitation Fund

Public Works/Marina Director Dave Marsicano reviewed the proposed Sanitation Fund budget for FY 2019 (76-79).

The City Manager said they are currently having discussions with the current recycling provider and will be bringing an item before the Board for consideration. The market for recyclables is in desperate condition as it relates to how do we dispose of recyclables. If the recyclable is still a commodity on the free market, there are some preliminary costs increases that are sizable in nature, so they need more time to whittle down the proposal for the Board to consider at an upcoming meeting. A direction from the Board will be needed. China has significantly impacted the renewal rates and it is realistically changing daily. There are some modifications that have to occur and there is really no flexibility because of the increasing costs. Director Marsicano said that staff is continually looking at a better way to handle recyclables.

Vice-Mayor Weinstein asked if the City has done any kind of study in the last few years to show how our sanitation workers are compensated in different levels in comparison with other cities. The City Manager explained that has not been done but when you do the basic eyeball test and you look at the starting wages and the incremental wages that we have for the employees in the sanitation department and in other departments we are under market where we need to be. Information on that will be provided to the Board at the July 24th workshop to see if there is support from the Board and look for a more comprehensive salary and wage study because based on market conditions in certain positions we are under paid for some of our line level employees. We want to provide the entire compensation package, so the Board can see that to make an informed decision.

Commissioner Douthirt asked Director Marsicano if it is completely off the table with him looking into doing recycling inhouse and Director Marsicano explained that nothing is completely off the table as far as recycling. They will look at every way they can do this the best way, the most feasible way, etc. to provide a good service to the residents for a reasonable price.

Stormwater Fund

Public Works/Marina Director Dave Marsicano reviewed the proposed Stormwater Fund for FY 2019 (80-85). He said they are better at managing and doing better maintenance of the stormwater fund since taking it over.

City Clerk

City Clerk Clara VanBlargan reviewed the City Clerk's proposed budget for FY 2019 (pp. 29-32). She said that this is the first year the City Clerk's budget has been separated from the City Commission's budget, so she will continue to monitor the proposed amounts in each account and adjust them accordingly either by transferring money within that budget or have the amounts adjusted in a budget amendment.

City Commission

City Clerk Clara VanBlargan reviewed the City Commission's proposed budget for FY 2019 (pp. 33-36).

City Manager's Office

City Manager Jonathan Evans reviewed the proposed City Manager's Office budget for FY 2019 (17-20). He explained the personnel changes for FY 2019. The new Public Information Specialist position is under the City Manager and the funding for that position will come partially from other funds. The HR Coordinator position will be transferred from the Finance Department to the City Manager's Office.

Commissioner Oakley asked how much the City received or whatever it was that we did receive from the lobbyist and if it is worth \$48,000 to spend on a lobbyist. The City Manager said the lobbyist is \$48,000 and this year we did not receive any appropriations for grant monies like in the past. That is a contract that he would like to monitor at least for an additional year period and then provide the Commission with his recommendation. In experience, Tallahassee listens to lobbyists, but they would prefer to hear it from the elected officials. If we were to move into that direction and staff absorbs the cost in doing that it will take the administration and the Board to be proactive and aggressive in that. He would like the opportunity to monitor that and if not, certainly provide a model that works within the scope and responsibilities that the Board would like it to go.

Commissioner Douthirt said if they are going to be contacting Tallahassee the Commission and City staff needed to decide on what to go after and go up there asking for the same thing. The City Manager said that is why he asked the Board at the last budget session for their priorities because he would like to bring that back by virtue of a resolution to get that adopted and that is the script that we will stick to as we go and advocate and provide direction to the lobbyist and to also communicate to Tallahassee what the City of Madeira Beach is focused on and in the event that we are successful in getting the appropriations for it is consistent with the goals and objectives that the Commission set forth so when we ask for additional monies to match a grant etc. then the Commission is comfortable in saying that it is something they prioritized.

Vice-Mayor Weinstein commented that she is not in favor of lobbyists. The City Manager explained he worked in communities that have lobbyists and in communities that did not. At this particular moment he does not have enough information to recommend either way, so he is asking the Board to allow him to see if this effectively works and or doesn't work and make a recommendation based on that.

Vice-Mayor Weinstein asked about the \$6,000 donations to the Chamber of Commerce. The Finance Director said he thought he got direction from the Commission to spread that equally, \$2,500 each. Vice-Mayor Weinstein said we should be a regular business member instead of just donating that much to each one of them. Although they are a great organization and they do a lot for the businesses and for the community, the new information specialist will be doing a lot to promote the City. We should try being a business member this year and if we find that is not satisfactory we can donate the money, but we should at least try it.

Commissioner Oakley agreed and said we should at least try not donating and if we need to we can go back to it.

Commissioner Hodges said the Chambers do a lot for the City and it is important to donate to them and Commissioner Douthirt agreed.

Mayor Black said the Chambers do a lot that the City does not see so she would be in favor of giving them both \$2,000.

Missy Hahn, Treasure Island Madeira Beach Chamber of Commerce explained what they currently do for the city as a partner but as a member they will do less for the City. They are here to work with the City.

A representative from the Tampa Bay Beaches Chamber of Commerce said they are happy with whatever the City decides to do.

The Commission discussed the donations and gave consensus to donate \$2,000 to each of the two Chamber of Commerce.

B. 2019 Capital Improvement Plan

Agenda Item 4.C. was discussed after Agenda Item 4.D.

City Manager Jonathan Evans gave an overview of the 2019 Capital Improvement Plan. He said there are some things on the staff report that will not take long for staff to go through. He would like to discuss the John's Pass Kiosk, so he could bring the capital improvements back at another meeting. That will give the Board time to look at the capital improvements and have conversations with him about it. He does not want to rush through the capital improvement plan because it is an important part of the budget. He needed to comply with the City Charter and provide the 2019 capital improvement plan to the Board by July 1st.

C. Local Development on State Roadway and Traffic Impact Study

Planning & Zoning Director Linda Portal said there are new, big developments planned for the stretch between Gulf Blvd. and the bridge along the Causeway. There has been concern by the Commission and citizens as to how that all has been analyzed and how traffic counts have been accumulated and analyzed by FDOT and what kind of process has been going through to ensure adequate traffic safety and access along the roadways. Each time a large development comes in they are obligated on a state road to do a traffic study and submit that to FDOT for their analysis. That analysis is part of the consideration for approval both by the City and by the County. FDOT is here to report on what process they go through in this analysis and to give the Commission an opportunity to ask specific questions about what was approved along the Causeway and what considerations are being addressed now that we are getting closer to development. She introduced Robert Esposito, who is the government affairs liaison with FDOT and the other FDOT representative he had with him.

David Skrelunas, FDOT professional traffic engineer, gave a brief PowerPoint presentation overview of the methodology that they use in their access management.

Vice-Mayor Weinstein asked what happens if a developer asks FDOT for one driveway and instead does two driveways. Director Portal said they get stopped and made to make the correction. If it happened elsewhere that would be a violation of regulatory process. Before anyone issues a permit for development along a state road they need to have gotten input from FDOT. They will not give final approval on a development until it has approval from the local government. Local governments can also have more stringent regulations than FDOT, but it is unusual along a state roadway.

Commissioner Douthirt said he has been asking for the traffic count since March that FDOT did in February and it is not included in the packet for today. Director Portal said it has not been received yet, but she will follow up on it. Commissioner Douthirt said it is hard to know what they are doing or dealing with without knowing the traffic count. Director Portal said the traffic analysis for the development does include the count. Commissioner Douthirt said it was said by FDOT that the traffic count is conducted in an hours' time and that to him is not accurate and don't trust it. Commissioner Oakley said a morning count does not determine anything. It is better to do it around 2:00 p.m. when traffic is totally backed up to the bridge. Mayor Black said it should also be done when the school lets out. Commissioner Oakley said we don't have the greatest amount of people that get up and go to work for there are more in retirement. Director Portal explained that the clickers and the strips on the road work all day long so that lets FDOT know the peak hours and the count show when that peak hours occur. Peak is a little different for one facility than for another and it is different at different times of the year because of schools and the seasons. She will aggressively pursue in getting those numbers.

The City Manager said it is not a city roadway and we can get that information but if we can't make a compelling argument to convince FDOT that we have some concerns there is really limited authority that we have because it is their roadway.

Mr. Skrelunas explained the pre-application process that a developer has to go through.

Director Portal said the developer for the Madeira Beach Town Center did an original plan long ago with their PD application and for the Town Center project they had to submit a more recent traffic study and resubmit an updated site plan based on the negotiations made in the settlement, which FDOT has inhouse and is in the process of reviewing. She also explained other big developments for the City.

D. Development Project Review

Agenda Item 4.E. to be discussed at the June 26, 2018 regular workshop meeting.

E. RFP 2018-01 John's Pass Village Kiosk Discussion

The City Manager shared options for the use of the kiosk and responded to questions and concerns from the Commission. The Commission shared their idea of what to do with the kiosk.

Commissioner Douthirt said there are two things that were supposed to come back to this workshop, numbers on health insurance and numbers on leasing vehicles versus purchasing vehicles. The City Manager said on Friday the Finance Director got the numbers on the health insurance and he has not yet discussed that with him. In July he is bringing an item to the Board regarding compensation, health insurance, and retirement. On Thursday of this week they are meeting with Enterprise on the lease option for vehicles.

F. Quick Response Vehicle

5. STAFF REPORTS

A. Wild West Kingfish Tournament Update

Jay Hatch, Recreation Director reported on the Wild West Kingfish Tournament and responded to questions and concerns from the Commission.

B. Check Valves Report and Findings

Al Carrier, Deuel and Associates, reported on the check valves and findings and responded to questions and concerns from the Commission.

C. Storm Water Projects (pervious concrete maintenance)

Al Carrier, Deuel and Associates, reported on the storm water projects and responded to questions and concerns from the Commission.

D. ADJOURNMENT

Mayor Black adjourned the meeting at 4:34 p. m.



Maggi Black, Mayor

ATTEST:



Clara VanBlargan, MMC, MSM, City Clerk



