TOWN OF REDINGTON BEACH, FLORIDA
WORKSHOP & REGULAR MEETING MINUTES
(detailed)
July 05, 2006

Having been duly advertised as required by law, the **WORKSHOP MEETING** and the **REGULAR COMMISSION MEETING** of the Board of Commissioners of the Town of Redington Beach, Florida, was held on Tuesday, July 05, 2006, at 7:00 PM, in the Redington Beach Town Hall at 105 – 164TH Avenue, Redington Beach, Florida.

Call to Order – Mayor Wilson called the Workshop Meeting to Order at 7:08 p.m.

Roll Call:

Commissioner Yadevia	-	Present
Commissioner Bradbeer	-	Present
Commissioner Maniotes	-	Present
Vice Mayor Peck-Epstein	-	Present
Mayor Wilson	-	Present

Also present were Acting Town Attorney Edwin Peck and Acting Town Clerk Marie Hamilton.

1. Approval of Agenda (Workshop Meeting)

Vice Mayor Peck-Epstein asked if Lost Pets could be discussed under New Business, Item 13. Mayor Wilson added Town Auditor discussion under New Business, Item 14. Vice Mayor Peck-Epstein stated she would cover the Pinellas County Sheriff's Office discussion under her Public Safety Reports.

ACTION: The Agenda stands as amended.

2. Public Forum:

Mayor Wilson reminded everyone that blue speaker cards were available for anyone who wished to address the Commission to fill out and turn into the Acting Town Clerk, and reminded them to please keep any background discussions to a minimum to allow everyone to be heard. She asked the audience members who wished to speak to come to the podium and state their name and address and reminded them of the three minute time limit for comments.

Fred Steiermann – 16227 Redington Drive, Redington Beach, FL 33708

Mr. Steiermann spoke about the Town being at a standstill due to the problems and issues with Vice Mayor Peck-Epstein and Commissioner Maniotes. He stated they have no skills to offer the Town and he urged the Commission to remove them from the Commission by a vote.

Burt Cormier – 16111 3rd Street East, Redington Beach, FL 33708

Mr. Cormier stated he is a member of the Finance Committee and he volunteers his time but has no authority and can only make recommendations to the Commissioners. He stated the Boards need the support of the Commissioners. He has cancelled trips and meetings to be able to attend the Finance Committee Meetings only to have them cancelled. He felt the Finance Committee has been derailed and asked the Commissioners to help the Town get back on track.

Bob Fountaine - 16440 Redington Drive, Redington Beach, FL 33708

Mr. Fountaine spoke to the Board about Public Trust and stated when someone is elected to office they are subject to public scrutiny, but that they still have obligations to the Town. He felt the Board should make a commitment to support all the Town Boards and Town Committees.

Paul Warren – 16007 Gulf Boulevard, Redington Beach, FL 33708

Mr. Warren stated that Commissioner Yadevia had called his integrity into question when she stated a conflict of interest existed while he was overseeing the Newsletter issue. He asked how she could know about the Property Owner's Association (POA), when she is not a member and invited her to join. He stated the POA is non-political and the Newsletter is also non-political.

Mr. Warren also said the Vice Mayor has stated that he sends out emails, which he does, and that he also signed the Recall Petition, which is also true. He stated he has no political agenda but he does want to change the Town. He also asked the Commissioners where their outrage is over the lack of Finance meetings so far and he fears the Town is falling behind in the Budget process.

Mark Deighton – 15928 Redington Drive, Redington Beach, FL 33708

Mr. Deighton urged the rescheduling of the Finance Committee Meeting. He stated the Appraisal from the Property Appraiser's Office is in and there are 80 days to set the Budget meetings for the Millage rates, which must be coordinated with the County. He urged the Commission to get things going.

3. Reports

A. Public Safety – Vice Mayor Peck-Epstein

Vice Mayor Peck-Epstein introduced Pinellas County Sheriff's Deputy Lt. Sean Jowell who is the new coordinator for the Sheriff's Office.

Lt. Jowell reported on today's meeting with Vice Mayor Peck-Epstein and the discussion on the fireworks displayed last night and the crowd control issues. Throughout the day to Sheriff's Office could not meet the Town's needs with over 8,000 people in the area. He stated the officers could not confiscate fireworks fast enough and that they did the best they could with the manpower they had. He recommends more personnel for enforcement and traffic control in the future, and said next year they will be better prepared for the holidays. He also discussed injuries and fire calls received throughout the night.

Vice Mayor Peck-Epstein invited him back to speak again at the August meeting to update the Town on this progress. Mayor Wilson asked how far in advance the Town should schedule for a Special Detail Deputy, and was told as far as six months in advance the detail could be scheduled. Commissioner Yadevia reported on the problems along Gulf Boulevard during the evening of July 4th. A short discussion followed on when to schedule special deputies and the traffic and crowd control problems. Lt. Jowell stated the deputies could not get down the beach with their vehicles so they parked and walked on foot, since Gulf Boulevard was also blocked with traffic. Even with the five extra officers they were overwhelmed. The Sheriff's Office is studying the issues and manpower needed to handle this in the future. Vice Mayor Peck-Epstein will work with the Sheriff's Office to coordinate staffing needs in the August Safety Meeting.

Discussion continued concerning the two pedestrians who were injured on Gulf Boulevard last week. Lt. Jowell stated the injuries were not fatal. Vice Mayor Peck-Epstein reported that June and July are the normal shift change months at the Sheriff's Office and that she has met with the new officers to discuss communications and staffing needs.

Vice Mayor Peck-Epstein also reported Madeira Beach Disaster Recovery Plan umbrellas the Town of Redington Beach, and she is working with Mark Davis to update the Town's plan. She is also working with the County Attorney on updating the Interlocal Agreement. She will report back to the Commission on these projects. A short discussion followed on a Special Meeting to allow time for reports on Public Safety. Mayor Wilson also asked about the pedestrian signage along Gulf Boulevard, and was told it was completed.

B. Building Commissioner – Commissioner Bradbeer

Commissioner Bradbeer reported she is coordinating this project with the Pinellas Planning Board and will report back at a later date on the Carports, Canopies and Detached Garages.

C. Public Works/Parks & Recreation and Code Enforcement – Commissioner Yadevia

Commissioner Yadevia reported on the new temporary traffic light at 160th Ave. and 4th St. to control traffic during the County pump station project construction. The light seems to be working well and was installed by Pinellas County and will be in place approximately two weeks.

Commissioner Yadevia also reported on the Town Newsletter which is coming along great. She asked anyone who has pictures to turn them into her so they can be included in the newsletter. The newsletter will be going out around July 10th. She will email the Mayor with the exact date when everything is ready. Commissioner Yadevia will get the estimates of mailing costs including the recent increase in postage prices. The newsletters are done quarterly, but are only required bi-annually for NPDES.

Commissioner Yadevia reported on the lights on the beach at night for the turtles which are nesting. There has been only one complaint from a resident, who had his lights fixed. She displayed a list from the Florida Fish and Wildlife on the rules for lighting along the beach during the turtle nesting season. This is a state mandate which the Town is enforcing by Ordinance. Notices were sent out to the residents on the requirements and concerned residents can contact her, Mark Davis, or the Clearwater Marine Aquarium for information or to volunteer for the Turtle Watch project.

D. <u>Finance</u> – Commissioner Maniotes

Commissioner Maniotes reported that the Finance Meeting scheduled for July 6, 2006 was cancelled due to a death in his family and he has been unable to get the materials ready for the meeting. He would like to discuss the finance meeting schedule under the Mahnke Consulting portion of the meeting. A short discussion followed on the two year terms for the Finance Committee members and the Commission's approval of the members. The Excel spreadsheet on the Board Membership should help to track this information in the future.

E. <u>Mayor's Report</u> – Mayor Wilson

Mayor Wilson is looking into re-entry permits for residents following a disaster. She will report back on how other municipalities are doing this. She also reported on the debris management following disasters, the Big-C is looking into extra trash programs for cleanup following a disaster. The beach renourishment program is going well, Redington Beach is not scheduled for any this year.

Mayor Wilson expressed concern over the Town Budget process. The millage must be set before the July 25, 2006 deadline. Commissioner Maniotes responded that the timeline is the same as last year, and the Resolution will be ready for the next meeting after he has worked with the Town Attorney on it.

Mayor Wilson also reported on the construction projects going on in Town. She mentioned the current openings on the Boards and committees and asked interested parties to apply at Town Hall to fill the openings.

The Mayor reported the State Revenue Sharing was sent off last week, after the deadline. She stated the Acting Town Clerk, Marie Hamilton, is missing these types of deadlines. The Town needs stability, documents are not being filed properly and no one with Clerk's experience has applied for the open positions.

Mayor Wilson also reported on a letter of termination from the Town Auditor. The turnover in Town personnel is a major problem for the auditors. Linda Mahnke has written a RFP for a new auditor.

F. <u>Acting Town Attorney</u> – Edwin Peck

Attorney Peck reminded the Commissioners of the Financial Disclosure reports that were due to the Supervisor of Elections on July 1, 2006. These forms are sent out to Board members by the Supervisor of Elections and must be filed to avoid a fine. You file these reports both when elected and also yearly when they are sent to you, which might be twice in the same year.

He also reported the Unemployment claim for Beverly Brown has been granted, and asked the Town if they wish to appeal the ruling. The appeal deadline is July 16, 2006. Attorney Amadio had spoken with the Hearing officer, and he did not know what was said during that conversation. This item will be moved to the Regular Meeting for a motion and vote.

G. Acting Town Clerk – Marie Hamilton

Ms. Hamilton passed out a list of the Minutes and their approval status to the Board of Commissioners.

H. Boards & Committees

None wished to report this meeting.

OLD BUSINESS:

4. Town Clerk Compensation - Mayor Wilson

- Mayor Wilson reported on how the calculations were done by calendar weeks to figure this year's comp-time due to Beverly Brown. Commissioner Bradbeer asked to have Beverly Brown or her attorney approve the spreadsheet and the hours due before payment is made, to prevent future claims against the Town on this issue. The Acting Town Attorney will contact Ms. Brown's attorney on this issue and report back at the next Commission Meeting.

ACTION: Agenda item for next meeting.

5. Town Clerk & Deputy Town Clerk Vacancies – Mayor Wilson

- Mayor Wilson reported there are 43 resumes, so far, for the Town Clerk position and asked the Commission how they wished to proceed. She asked for job descriptions to use during the review of the applications. She is using the Clerk's Association job description and the Duties and Responsibilities from Redington Beach combined. The unsolved issue is who is handing the financial duties which were traditionally the Town Clerk's duties. A discussion followed on the Town Clerk, Deputy Clerk and outsourcing the financial duties options. The Mayor thought the QuickBooks portion of the duties could be taught, and the Town Clerk should have municipal experience, to include records and minutes, etc. The financial expertise should be decided on by the Commission. The discussion continued on job requirements and applicant's past experience. The Mayor asked for options and a short discussion followed on ways to proceed, with options on hiring HR professionals to assist, volunteers with HR experience, or contacting other municipalities with HR staffs to assist. Also discussed was using Executive Search firms for background checks on applicants. Commissioner Yadevia will research on these agencies for costs and report back on having a firm cull the applicants, doing preliminary interviews and bringing back about five final candidates to the Commission for interviews. The discussion followed on the Commissioners culling out the resumes and an HR person doing background checks and assisting with the final interviews. Vice Mayor Peck-Epstein will send out general guidelines for questions. The Commissioners will divide the applications and cull down the number. Commissioner Yadevia will check on a HR person to assist with the final candidate's interviews.

ACTION: Agenda item for next meeting.

6. Key Control – Vice Mayor Peck-Epstein

- Vice Mayor Peck-Epstein reviewed the Key Control lists and stated that Town Hall has slacked off on security and maintenance of the key control list, and she asked for suggestions on this issue. A short discussion followed on keys that were issued and who should be allowed access and to what areas of Town Hall and options to control keys. The discussion also included options on re-keying the Town Hall, changing locks, calling for a key turn-in or doing nothing. The discussion continued on who has keys and who needs them. Commissioner Yadevia felt all Commissioners should have access to a Master Key and be able to use Town copying and faxing equipment after hours. The Mayor felt access should be limited and the equipment could be moved to allow after hours access without a Master key. The equipment in the Deputy Clerk's office allows the clerk to use it without moving to another office away from her desk and phones throughout the day. The Town Clerk is held responsible for records stored in the files in her office and the Deputy Clerk's office and the security of them is her responsibility. Commissioner Bradbeer asked about getting locks on the files to limit access to the records.

7. Mahnke Consulting Contract – Mayor Wilson

- Mayor Wilson briefly reported the history of late payments and the contract requirements. Attorney Amadio has reviewed the contract and stated it was a standard contract. Commissioner Maniotes recommended contracting for Ms. Mahnke's services on the Budget. He stated Ms. Mahnke knows the deadline dates and the Town's records and is willing to work with the Finance Committee on the project. Mayor Wilson asked how the millage rate can be set without a budget. A short discussion followed on the history of last year's budget process and Ms. Mahnke's qualifications and contract requirements to work for the Town. This item is on tonight's regular meeting agenda. Commissioner Maniotes will schedule a Finance Committee Meeting and furnish Ms. Mahnke a copy of the Town's finance records and a schedule of deadlines for the budget process. A discussion followed on the time-line for the budget process. The Mayor asked Commissioner Maniotes to pick two dates and schedule a Finance Meeting now, since three members of that committee are present at this meeting. The Mayor discussed possible dates with the Finance Committee members and July 13, 2006 was decided as a possible meeting date. The discussion continued on the Mayor or the Finance Commissioner scheduling Finance Committee meetings, with the Mayor wanting a meeting scheduled tonight and Commissioner Maniotes wanting to have Ms. Mahnke provide financial reports to the committee. He stated Ms. Mahnke would need time to provide the budget information and she should be consulted on the dates of any meetings. The Mayor is not comfortable with setting a millage rate without a budget. Mark Deighton stated the millage rate gives the Town a surplus of approximately $117,000.00 which was put into the reserve and with the property values up over 20%, the Town should have more money using the same millage. Commissioner Maniotes thought Ms. Mahnke could possibly crunch the Town's numbers in an afternoon and have a tentative budget ready in time for the meeting on Thursday July 13, 2006, if this date is available for her. The Finance Commissioner will speak with Ms. Mahnke following the regular meeting's motion and vote on her services and schedule a date with her for the Finance Committee to meet and go over the budget.

NEW BUSINESS:

8.	S.T.A.R.T. – Solutions To Avoid Red Tide, Inc. – Mayor Wilson

- Mayor Wilson briefly reported on the S.T.A.R.T. request for each municipality in the Big-C to contribute $2,500.00 for their program. This item is on tonight's regular meeting for a motion and vote.

9.	Stormwater Management Fee – Commissioner Maniotes

- Commissioner Maniotes will work with Attorney Amadio on the stormwater management fee resolution. Mark Deighton reported the Finance Committee had recommended the fees be raised to $7.50 per month. Vice Mayor Peck-Epstein asked if the mandate on the grant was for full replacement of the system. A short discussion followed on how long the new system would last and how the depreciation of the system should be calculated. The discussion included research from Bird & Lucas to fund the system for thirty years or using TBE or SWFWMD to calculate the formula for the depreciation of the stormwater system. The discussion continued on budget history and how this requirement is funded. This should be a priority for Mahnke and the Budget process and implementing funding for the depreciation is the Commission's responsibility. It should have been implemented as an increase last year but the Resolution to increase the fee was not passed. The Finance Committee did not set the number, but since then has calculated that $7.50 fees would depreciate over thirty years for Phase-1; Phase-2 and Phase-3 are not included in these calculations. The discussion continued on checks, balances and policies needed to insure that everyone is paying the fees. The Viscaya condo was not paying. This has been corrected and the question was raised on the billing for back payments due the Town. Phase-2 and Phase-3 would need to be funded with another increase and Phase-2 would be depreciated over thirty years beginning after completion next year. The Phase-3 would be the same the following year. Parts not improved or rehabbed will be on the book at $0 value per Mr. Fountaine.
- Commissioner Maniotes will contact Mr. Amadio for a Resolution for the Stormwater fees for the next meeting. He will also schedule for tentative millage resolution and tentative budget at the next meeting. Per Attorney Peck this could be the first reading of the Resolutions since a newspaper ad is not needed on the first reading, only on the Final Budget and Millage on the 2nd reading is this required with the TRIM Notice.

ACTION: Agenda item for next meeting.

10.	Special Hearing for Proposed Millage Rate – Mayor Wilson

- Mayor Wilson reminded the Board that the tentative Budget and Millage rate must be set within eighty days of receipt of Certification. A short discussion followed on the time-line for the budget and millage, and the need to set the dates for the final budget and millage meeting at the July 18, 2006 meeting.

11. Mooring of Boats – Mayor Wilson

- Mayor Wilson reported on correspondence complaining of the mooring of boats. Attorney Peck passed out copies of House bill 71-75 that was passed and restricts municipalities from interfering with vessels mooring in public waters. Municipalities can only regulate set mooring fields. He recommended not passing Ordinances concerning mooring since the Town does not have any mooring fields and the process to define one are very complicated. He was sure several litigations will be involved in this new law and the issues with it.

12. Acting Town Clerk Overtime – Mayor Wilson

- Mayor Wilson reported that Marie Hamilton, Acting Town Clerk, had worked ten hours overtime, without prior approval and asked for the Board's approval to pay for this. A short discussion followed on Marie's overtime and what the hours worked were for. The hours worked were for several meetings minutes, as reported in an email to the Mayor. The Board had copies of the email in their packets. The Mayor was advised by Attorney Amadio to bring this issue to the Board for approval. This is on tonight's agenda for a motion and vote.

13. Lost Pets – Vice Mayor Peck-Epstein

Vice Mayor Peck-Epstein briefly reported on the signage and issues that have come up with lost pets recently. A short discussion followed on the signage rules. Paul Warren was asked to help distribute lost pet and other of this sort of information through email and the Property Owner's Association and he agreed to help.

14. Town Auditor – Mayor Wilson

Mayor Wilson reported that the RFP for the Town Auditor would be needed since the Town has received a termination letter from the current auditor, Mr. Houser. She stated that Linda Mahnke of Mahnke Consulting could handle this, and her contract is an agenda item tonight. Commissioner Maniotes will let Ms. Mahnke know the RFP is needed and have her email a copy to the Board members.

ADJOURNMENT:

- Vice Mayor Peck-Epstein motioned to adjourn.
- Meeting adjourned & Recess for 10 minutes at 9:55 pm.

REGULAR MEETING AGENDA

Call to Order – Mayor Wilson called the Workshop Meeting to Order at 10:05 p.m.

Roll Call:

Commissioner Yadevia	-	Present
Commissioner Bradbeer	-	Present
Commissioner Maniotes	-	Present
Vice Mayor Peck-Epstein	-	Present
Mayor Wilson	-	Present

Also present were Acting Town Attorney Edwin Peck and Acting Town Clerk Marie Hamilton.

1. Approval of Agenda

- Mayor Wilson asked that the Town Clerk's Compensation be struck from the Agenda, since this item is going to Ms. Brown's attorney for approval of the hours worked, and will be on the next meeting agenda.
- Also added to the Agenda is the Unemployment Appeal for Former Town Clerk for a motion and vote; and the Key Control for a motion and vote.

ACTION: The Agenda stands as amended.

2. Public Forum

Bob Fountaine - 16440 Redington Drive, Redington Beach, FL 33708

Mr. Fountaine thanked Commissioner Bradbeer for speaking up on the budget. He stated Commissioner Yadevia needs to be on top of the SWFWMD process. Commissioner Maniotes was told the Town does not need a budget consultant, they never had one. He told Vice Mayor Peck-Epstein that she has had two years on the personnel and traffic issues. He also reported the number of citations and revenues collected, and gave a copy of the figures to Commissioner Yadevia.

3. Approval of Minutes – Motion & Vote

- **May 30, 2006 – Special Meeting**

Motion: None – died for lack of motion.
Discussion: Commissioner Maniotes had found several typos and will forward them to Marie for corrections.
ACTION: The Minutes stand as Unapproved.

- **June 20, 2006 – Workshop & Regular Meeting**

Motion: Commissioner Yadevia motioned to approve the June 20, 2006 – Workshop & Regular Meeting Minutes.
Second: Commissioner Maniotes seconded the motion.

Discussion: Mayor Wilson thought the minutes were too long. There was a brief discussion on the types of minutes; brief Action minutes vs. Detailed minutes. The Board members did not indicate which type of minutes they preferred.

Vote:

Commissioner Yadevia	-	Y
Commissioner Bradbeer	-	Y
Commissioner Maniotes	-	Y
Vice Mayor Peck-Epstein	-	Y
Mayor Wilson	-	Y

ACTION: The June 20, 2006 – Workshop & Regular Meeting Minutes are approved.

OLD BUSINESS:

4. Mahnke Consulting Contract – Motion & Vote

Motion: Commissioner Yadevia motioned to authorize the Mayor to sign a contract with Mahnke Consulting and to courier the retainer fee check to Ms. Mahnke.
Second: Commissioner Maniotes seconded the motion.
Discussion: There was no discussion.

Vote:

Commissioner Yadevia	-	Y
Commissioner Bradbeer	-	Y
Commissioner Maniotes	-	Y
Vice Mayor Peck-Epstein	-	Y
Mayor Wilson	-	Y

ACTION: The Mahnke Contract will be executed by the Mayor and the Retainer fee check will be sent via courier to Ms. Mahnke.

NEW BUSINESS:

5. S.T.A.R.T. – Solutions To Avoid Red Tide, Inc. – Motion & Vote

Motion: None – died for lack of motion.

6. Acting Town Clerk Overtime – Motion & Vote

Motion: Vice Mayor Peck-Epstein motioned to pay the ten hours overtime to Marie Hamilton, Acting Town Clerk.
Second: Commissioner Yadevia seconded the motion.
Discussion: There was no discussion.

Vote:

Commissioner Yadevia	-	Y
Commissioner Bradbeer	-	Y
Commissioner Maniotes	-	Y
Vice Mayor Peck-Epstein	-	Y
Mayor Wilson	-	Y

ACTION: The Mayor will authorize the overtime payment to Ms. Hamilton.

7. Unemployment for Former Town Clerk– Motion & Vote

Motion: Commissioner Yadevia motioned to appeal the unemployment ruling for former Town Clerk Beverly Brown.
Second: Vice Mayor Peck-Epstein seconded the motion.
Discussion: There was a short discussion on the history of these appeals, and how the Town has always appealed unemployment claims.

Vote:

Commissioner Yadevia	-	Y
Commissioner Bradbeer	-	Y
Commissioner Maniotes	-	Y
Vice Mayor Peck-Epstein	-	Y
Mayor Wilson	-	Y

ACTION: The Town Attorney will appeal the Unemployment Claim Ruling for Beverly Brown, former Town Clerk.

8. Key Control – Motion & Vote

Motion: Vice Mayor Peck-Epstein motioned to have the Town Clerk send a letter to all key holders to return their keys to Town Hall.
Second: Commissioner Yadevia seconded the motion.
Discussion: There was a short discussion on the lack of a clear key policy, and the Acting Town Attorney, Mr. Peck, stated the policy can be designed to reflect any requirements the Commission agrees on. The Vice Mayor asked for input on a Sign-Out type of Key Control Policy. A short discussion followed on access and records protection requirements Vice Mayor Peck-Epstein stated she will research the issue and report back at the next meeting. She withdrew her motion and Commissioner Yadevia withdrew her second.

ACTION: Agenda item for next meeting.

8. Adjournment

ADJOURNMENT

Vice Mayor Peck-Epstein motioned to adjourn the meeting. Meeting adjourned at 10:40 pm.

Respectfully Submitted,

Marie Hamilton, CMC
Acting Town Clerk