

**WORKSHOP MEETING
BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
FEBRUARY 24, 2004 - 4:00 P.M.**

MINUTES

Mayor Beyrouiti called the meeting to order at 4:00 P.M.

PLEDGE OF ALLEGIANCE

Present upon roll call: Commissioner Holmes, Vice Mayor Lishamer, and Mayor Beyrouiti. Commissioner Reynolds came in a few minutes late.

OLD BUSINESS

1. Proposed Tree Ordinance

Mayor Beyrouiti asked the Building Official, Mike Nadeau if he had information on the proposed Tree Ordinance. Mr. Nadeau reported that copies of the proposed ordinance have been distributed to the Board members for their study.

2. Discussion - Landscape Design, 175th Ave. East

Vice Mayor Lishamer spoke briefly about the landscape design project and introduced the following residents that would like to form a Landscape Design Committee; Dave Browning, Brenda Payne, Sam Ireson, and Barbara Magilio. Vice Mayor Lishamer asked the Commission to authorize the committee members to do a study on landscape design for the Town.

Mayor Beyrouiti welcomed the new committee members and asked them to look into a new design for bronze type sign posts to help update and beautify the Town, and possible change the street sign colors, and designs to give our Town a unique look. Vice Mayor Lishamer suggested to the new committee members they meet with the Building Official to discuss possible plans for the project, to coordinate the design with curbing, paving, and other projects, she thanked the members of the new committee for donating their time and experience to this project. Mayor Beyrouiti asked the committee if they had discussed any changes yet. Dave Browning said that they had discussed moving all the mail boxes out to the street this would allow the post office to deliver mail without running onto the sidewalks or over landscaping along the roadsides. Mayor Beyrouiti said this might require changing codes, but that this would be a good place to start updating the look of the Town. Mike Nadeau pointed out that the proposed Tree and Landscape Ordinance that is under study has a section on right-of-way landscaping rules. Vice Mayor Lishamer requested that the committee be furnished a copy of the proposed Tree Ordinance to help them in their design study. Mayor Beyrouiti also suggested they try to come up with their own ideas before worrying about the laws, and that the Commissioners will help them with that aspect when they present their design to the Board of Commissioners.

NEW BUSINESS

1. Repair of Tractor

Commissioner Holmes distributed notes on the problem with the tractor and a bid for repairs to the Board. He briefly explained the problem and presented the bid from Landig Tractor Co., Inc. for repairs to the Board. He is currently gathering information on the history of maintenance for the tractor, which is 17 years old.

Commissioner Holmes will proceed with the needed repairs and expects to have the tractor back in service early

next week. Commissioner Holmes also advised the Board that during the bid process he had contacted two other companies to obtain bids on repairs as required in the Town Charter, but he was advised by both companies that they do not deal with Ford, and while they could repair the tractor the price would be higher than the bid received from Landig Tractor Co., Inc. There is currently approximately \$8,000.00 available in the budget for these repairs. Commissioner Holmes recommended to the Board that they fund for a new tractor in the FY05 budget. He will provide information and bids later for this purpose.

2. Purchase of Copier

Commissioner Holmes explained the history of the current, 7 year old, copier. The current copier was purchased in 1999 for \$1995.00. Due to age and moving damage it has a history of problems, mostly paper jams, which has caused an average of three service calls per month for repairs. Commissioner Holmes recommended the purchase of a new copier, and he distributed a purchase proposal for a new copier from the current copy maintenance company, Copy Systems & Equipment Company, to the Board. The total purchase price is \$5295.00 and includes a one-year or 50,000 copy warranty. Mayor Beyrouti asked if different types of paper have been tried to stop the paper jams. Commissioner Holmes reported that several types of better quality paper have been tried, but the problems continue. Also, due to the age of the machine, parts are becoming difficult to procure. Vice Mayor Lishamer asked if the Town has considered leasing a machine as an option. Commissioner Holmes reported that he did look into leasing, and it is more expensive than purchasing over the long run. He went over the proposal and described the maintenance options to the Board, at 1.5 cents per copy on a monthly basis, which averages at approximately \$40.00 per month for maintenance, which includes parts, supplies, labor, etc. In comparing purchase vs. leasing and using the purchase price as a guide the lease would be \$184.27 per month for 36 months bringing the total to \$6633.57, and at the end of the lease the copier can be purchased for \$1.00 if desired. Commissioner Holmes pointed out that the most economical option would be to purchase the copier, since the lease costs more over the long run and includes about a 10% finance charge for the lease period. He checked with several cities and both options are used in different areas. Mayor Beyrouti asked if the current copier was new or refurbished. Commissioner Holmes reported that it was a refurbished machine. Vice Mayor Lishamer asked if the maintenance cost of 1.5 cents per copy would be charged after the warranty period. Commissioner Holmes said that the maintenance cost would be charged but that it includes all repairs, supplies, parts, and labor. Mayor Beyrouti requested that the option of obtaining another refurbished machine be looked into. Commissioner Holmes will check into getting a refurbished machine as opposed to a new machine to help lower the cost.

MISCELLANEOUS

Commissioner Holmes reported that there are a total of five candidates to interview for the Town Administrator position. Three candidates are scheduled to interview on March 3, 2004, and he would like to schedule the other two candidates, who are unable to attend due to exams, to interview the following week on March 9 and 10, 2004 during the daytime. This would allow to Commission to choose the Town Administrator at the regular evening meeting on March 10, 2004. All the Commissioners requested that the interviewing start early in the day, at 9 A.M., on both days, March 9 and March 10, 2004.

Mayor Beyrouti reported that Mike Nadeau had completed his study for undergrounding utilities for District 3 on the West side of Gulf Boulevard. The Mayor thanked Mike for his effort which saved the Town approximately \$19,000.00 which would have been the approximate cost to complete this study. Mayor Beyrouti went over the costs in the study in detail with the Board; this includes all undergrounding and conversion costs with no costs being passed to the owners. He described the grant involved in this area and the LDU fund, which could be used to cover the cost of undergrounding. Mayor Beyrouti recommended that the Board authorize the undergrounding and proceed with the project in the area. The project would be done in conjunction with the Block and Stormwater grants and the repaving project to allow a minimum of disturbances to residents.

The project can be funded from the LDU fund, or the Pennies for Pinellas funds. The LDU fund currently has enough money to fund the project, and will be getting more money in the fund due to ongoing construction and redevelopment in the area. Mike Nadeau described to the Board how the project could be coordinated to provide maximum use of the funds with minimum disturbance to the area. Mayor Beyrouti pointed out that the Town will have to look into what undergrounding will cost in other areas of the Town, and if the residents should be assessed a charge to share the cost of conversion, so the costs would be the same to residents in all areas of the Town. The cost to the owner could be added as a small monthly charge on the electric or utility bills until the assessed amount is paid.

Mayor Beyrouti announced the following scheduled meetings:

Special Meeting, Wednesday, March 3rd, 2004 – 10:00 a.m.

Special Meeting, Thursday, March 4th, 2004 – 7:00 p.m. – CANCELLED, interviews for round robin to start at 9AM.

Municipal Election - Tuesday, March 9, 2004 - District Three (held in conjunction with the County Election and Democratic Presidential Primary Election)

Canvassing Board Meeting - Wednesday, March 10, 2004 - 7:00 P.M. - Regular Meeting Immediately Following Workshop Meeting, Tuesday, March 30, 2004 – 4:00 p.m.

ADJOURNMENT

Respectfully submitted,

Marie Hamilton, Admin. Secretary