

MINUTES
WORKSHOP MEETING
BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
Tuesday, July 1, 2003, 7:00 p.m.

Present upon roll call: Commissioner Kaplani, Commissioner Reynolds, Vice Mayor Lishamer, Commissioner Holmes, Mayor Beyrouiti.

OLD BUSINESS

Legal Services Proposals - Mayor Beyrouiti

Mayor Beyrouiti opened the two sealed bids received from Attorney Denhardt and Peter M. Walsh & Associates. Mayor Beyrouiti asked the Commission to review the bids for the next meeting. Mayor Beyrouiti told the Commission that at the next meeting the Commission could possibly re-open the bidding process and extend the time for another 3-months. Commissioner Reynolds suggests advertising in an Attorney magazine. Commissioner Kaplani expressed going for a 6-month extension. After next meeting the two bidders will be notified on the Commission decision.

Town Clerk Position / Administrative Recommendations - Commissioner Holmes

Commissioner Holmes explained to the Commission that he feels the Town needs more professional help in leading the day-to-day operations of the Town. Commissioner Holmes told the Commission that he had a conversation with Attorney Denhardt late in the afternoon, and both realized there might have been some miscommunication previously. Commissioner Holmes was not aware that the Town could hire a Town Administrator separately under the current Charter and separately from the Town Clerk. Commissioner Holmes told the Commission that the Town could try the Town Administrator position to see if it works for the Town, and then later on down the line have a referendum changing the charter to Town/Manager form of government. If the Commission would like to go in this direction, Commissioner Holmes will recommend creating a position for a Town Administrator, promote the current Deputy Town Clerk to Town Clerk effective 8/15/03 (current Town Clerk's last day) and to increase the salary to \$40,000.00 and to change the part-time Administrative Secretary to full time effective 10/1/04. Commissioner Kaplani expressed the need to workshop just this issue so the Commission can evaluate all employees, positions and how to reorganize. Commissioner Reynolds told the Commission that he believes the Town Administrator would be in a compromising position to have authority over the Building Department; the best place for the Building Department would be to report to the Commission. Commissioner Holmes will also be recommending moving the Administrative Secretary to temporary full time at \$9.50 per hour effective 7/21/03, and all employees to receive a 3% COLA increase. After further discussion, Commissioner Holmes told the Commission he would have all his recommendations ready for the Commission for the next regular meeting.

Town Clerk Request for Sick Pay - Commissioner Holmes

Commissioner Holmes explained that this item was discussed at the last meeting; a motion was made to approve the request, but died for lack of second. Vice Mayor Commissioner Lishamer

wanted to revisit this item and that is why it is on the agenda again. Vice Mayor Lishamer told the Commission that information was provided on what other cities offer their employees. Vice Mayor Lishamer would like to review and possibly revise the current policy, which states the employee will be paid for up to 30-days accumulative sick time. Vice Mayor Lishamer will have a recommendation for the next regular meeting.

Signage at Constitution Park - Commissioner Kaplani

Commissioner Kaplani would like to amend the park hours at Constitution Park and amend the parking requirements at Constitution Park. Attorney Denhardt will be contacted to have proposed amendments for the Commission to review.

Stormwater - Vice Mayor Lishamer

Vice Mayor Lishamer told the Commission that she would like to have the storm sewers televised. Vice Mayor Lishamer bring a cost to the Commission for consideration.

NEW BUSINESS

FY 2003/2004 Millage and Budget Discussion - Mayor Beyrouiti

Mayor Beyrouiti told the Commission that the Finance Committee, staff and himself met to review and amend the budget. Mayor Beyrouiti told the Commission that he feels the current millage rate will be able to be maintained. Mayor Beyrouiti reviewed the budget line by line with the Commission. At the next meeting the Commission will decide on the propose millage rate. Once the millage rate is decided the Commission can only change to a lower rate not higher.

Employee Benefit/Retirement Policies - Vice Mayor Lishamer

This item was discussed previously.

Pavers on 175th Avenue - Vice Mayor Lishamer

Vice Mayor Lishamer would like to recommend placing pavers down 175th Ave. from Gulf Boulevard to 2nd Street E. in the area between the sidewalk and the street. This project can be incorporated with the paving and curbing project already approved. Approximately \$25,000.00 would need to be added to the budget for this addition. Vice Mayor Lishamer will ask for approval at the next meeting to proceed with this item as an additional and optional upgrade to the existing project.

Revision to Charter re Bids - Vice Mayor Lishamer

Vice Mayor Lishamer would like to have clarification to the Town Charter as to the Commission having to take the lowest bidder on proposals submitted to the Town. At the last meeting Attorney Denhardt stated the Commission must take the lowest bid. After discussion the Commission was in agreement that the charter does not state the Commission is required to take the lowest bid.

Authorize Building Official to Apply for Two Grants - Mayor Beyrouiti

Mayor Beyrouiti explained that the Building Official has submitted a memo asking the Commission to approve two Grant Project for the parks for next fiscal year. As stated in the memo these grant request need to be received in Tallahassee before September 12, 2003. Commissioner Kaplani reminded the Commission that he is the Parks & Recreation Commissioner and will have recommendations for the Commission after he has time to study the projects. Mayor Beyrouiti expressed that the Commission does not want to miss out on receiving

grant funds and time is of the essence. Mayor Beyrouiti asked Commissioner Kaplani to have

EOC - Commissioner Holmes

Commissioner Holmes explained to the Commission that the Town is required to have a primary operation center and an alternate operation center. The primary center is here at Town Hall, and up until recently our alternate center was at Seminole Fire Department. The Town has received notification from the Seminole Fire Chief that the Town will not be able to use their facilities due to modifications that need to be done to the building. Commissioner Holmes has been working with Chief Williams with a plan to join them at their alternate operation center at Chapel on the Hill on Park Boulevard. Commissioner Holmes has supplied the Commission with a letter of agreement that has been reviewed by Attorney Denhardt and will ask the Commission at the next meeting to approve this agreement.

Amend FY 2002/2003 Budget - Mayor Beyrouti

Mayor Beyrouti told the Commission the FY 02/03 budget needs to be amended in regard to the island project. The project was budgeted for \$25,000.00, the bid was approved for \$73,888.00. This will be an agenda item for the next meeting.

MISCELLANEOUS

Commissioner Kaplani is concerned about a liability exposure in regard to our Building Official. The Town pays the Building Official each month to buy auto insurance and he should be showing the Town proof of extra insurance. The contract the Town has with the Building Official does not state that the Building Official is an employee. Mayor Beyrouti told the Commission the insurance issue will be looked into.

Mayor Beyrouti announced the following meeting dates:
Regular Meeting - Tuesday, July 8, 2003, 7:00 p.m.
Workshop Meeting – Tuesday, August 5, 2003, 7:00 p.m.

Respectfully submitted,

Mary F. Palmer, CMC
Deputy Town Clerk