

WORKSHOP AGENDA

**CITY OF TREASURE ISLAND, FLORIDA
COMMISSION WORKSHOP SESSION
TUESDAY, DECEMBER 20, 2005
IMMEDIATELY FOLLOWING REGULAR COMMISSION MEETING**

Welcome to the City of Treasure Island Commission Meeting. If you wish to speak on a topic that is on this evening's agenda, a speaker's form [available in the rear of the room] must be completed and given to the Deputy City Clerk. Please do not address the Commission from your seat, but rather from the podium where your comments can be heard by all and recorded as required by Florida law. Unscheduled topics may be presented under the Public Comments section of the agenda.

I. DISCUSSION ITEMS:

1. SPCA Donations - Certificate of Appreciation to Dr. Michael Schroeder
2. Municipal Gas and Diesel Fuel Proposal
3. Interlocal Agreement with Pinellas County for Building Inspection
4. Establishing an Alternative 457 Plan
5. Overnight Parking at Treasure Bay
6. Senior's Homestead Exemption
7. Emergency Generator
8. Selection of City Clerk

II. OLD BUSINESS:

III. CITY MANAGER/CITY ATTORNEY REPORTS AND COMMENTS:

IV. REPORTS & COMMENTS BY COMMISSIONERS:

V. PUBLIC COMMENTS:

VI. ADJOURNMENT:

Any person desiring to file an appeal to any action taken by the Commission at this meeting will need a record of the proceedings and for such purpose may be required to insure that a verbatim transcript is made. Said transcript shall be made by the appellant at his or her expense. The City maintains a tape recording of all public hearings. In the event that you wish to appeal a decision, the tape may or may not adequately insure a verbatim record of the proceedings. Therefore, you may wish to provide a court reporter at your expense.

Any person with a disability who needs any accommodation in order to participate in this proceeding is entitled to assistance at no cost. Please contact the office of the City Clerk in writing at 120 - 108 Avenue, Treasure Island FL 33706 or by phone at 727 547 4575 at least two working days prior to the meeting to advise what assistance is needed.



CITY OF TREASURE ISLAND AGENDA COVER MEMORANDUM

Agenda Item #: *I-1*
Meeting Date: 12/20/05

SUBJECT: SPCA DONATION AND CERTIFICATE OF APPRECIATION TO DR. SCHROEDER

RECOMMENDATION:

SUMMARY:

The City has been accepting donation for the SPCA over the past few months. Lise Amundrud, Director of Development for the SPCA, will be present to accept the donations.

Dr. Michael Schroeder has been operated the Animal Hospital of Treasure Island for many years. He has given special care to the beloved pets of our residents. We are fortunate to have such a devoted and well respected individual in our community.

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Reviewed by: ____ Legal ____ Finance ____ Personnel ____ Public Works ____ Community Imp ____ Recreation ____ Police ____ Fire	Originating Dept:	Costs: Total
	User Dept:	
	Attachments: <input type="checkbox"/> None	Funding Source: <input type="checkbox"/> Capital Improvement <input type="checkbox"/> Operating <input type="checkbox"/> Other
Submitted by: Mayor Mary Maloof		Appropriation Code:



**CITY OF TREASURE ISLAND
AGENDA COVER MEMORANDUM**

Agenda Item #: *I-2*
Meeting Date: 12/20/05

SUBJECT: ELIMINATE USE OF UNDERGROUND FUEL STORAGE TANKS & INITIATE USE OF RALLY SERVICE STATIONS FOR FUELING VEHICLES

RECOMMENDATION: AUTHORIZE USE OF RALLY FUEL CARD SYSTEM FOR RE-FUELING ALL CITY VEHICLES.

SUMMARY:

The existing underground, 4,000 gallon fuel storage tanks in the City Hall parking lot by the Recycling Center are 18 years old and will need to be replaced within the next 2 years due to age. By 2009, all of the underground tanks will need to be double-walled and have inspection and collection pipes installed. It is not known if replacement in the existing tank location will be allowed due to its proximity to the Bay. (Above ground storage facilities, though less expensive than underground ones, require more area, are a permanent structure that have vehicles re-fueling day and night. There are no public owned lands on Treasure Island that could meet the anticipated above ground requirements for such a facility.) The City currently purchases both regular unleaded and diesel fuel at \$0.04 to \$0.05 less per gallon than the average at pump costs. At the City's annual rate of fuel usage (some 27,500 gallons of unleaded and 24,000 gallons of diesel) this amounts to an annual savings of \$2,580. Annual costs associated with owning our tanks are: \$5,000 amortized construction (\$100,000 over 20 years); \$1,000 to \$2,000 for testing purposes; and, \$900 to \$3,250 (depending on tank age) for insurance premiums for a range between \$6,900 to \$10,250.

CONTINUED ON PAGE 2

Reviewed by: _____ Legal _____ Finance _____ Personnel <input checked="" type="checkbox"/> Public Works _____ Community Imp _____ Recreation _____ Police _____ Fire	Originating Dept: 	Costs: Total: Current Fiscal Year:
	User Dept: 	Funding Source: <input type="checkbox"/> Capital Improvement <input type="checkbox"/> Operating <input type="checkbox"/> Other
	Attachments: <input type="checkbox"/> None	Appropriation Code:
Submitted by: Don Hambidge Public Works Director		

Thus, annual costs to the City are from \$4,320 to \$7,670.

Under the Rally/Fleet One Plan, the City would save all of the tank ownership costs, but would pay \$0.03 to \$0.04 per gallon more for the gasoline/diesel fuel. Thus, @ \$0.04/gallon increase, the additional cost to the City would be \$2,060 for fuel, thus the projected annual savings would be from \$2,260 to \$5,610.

This plan has commercial fuel cards, security provisions, reporting, and tax-exempt billing. There are also specials relating to free car washes for City vehicles with the purchase of a specified amount of fuel and some driver perks (coffee purchase specials, for example). The cards are specific to a vehicle, and every driver would have a PIN number for identification purposes.

The largest drawback to this system is that the TI Rally station is not large enough to provide diesel fuel for trucks. All of our diesel vehicles would have to purchase their fuel at the Rally station on S. Pasadena. The solid waste vehicles could purchase diesel at the large Rally station located near the County's Waste to Energy plant.

Costs for removing the existing tanks (estimated at \$30,000 to \$35,000—assuming no contaminated soil) have not been considered here as this cost would be borne under either scenario. The existing tanks can be emptied and water filled until final removal.



CITY OF TREASURE ISLAND AGENDA COVER MEMORANDUM

Agenda Item #: *I-3*
Meeting Date: 12/20/05

SUBJECT: Interlocal Agreement with Pinellas County for Building Services

RECOMMENDATION: Approve the Interlocal Agreement with Pinellas County for Provision of Building Services on an as needed bases.

SUMMARY:

The city and county currently have an interlocal agreement for the provision of county building services such as plans review, on site inspections, etc. The City of Treasure Island only uses these services when work loads and/or staff shortages occur. For example, last year there were two positions out of a total of three in the building department that were vacant. Recruiting for building inspection staff is very competitive because of the variety of licenses that are required and the current development cycle that has attracted many qualified building inspectors into the private sector. During that time, our Building Official allowed applicants the alternative to have their project plans reviewed and/or inspected by Pinellas County staff. During that time 522 reviews/inspections were conducted by Pinellas County. We are currently fully staffed and require assistance from the county on an infrequent basis.

Pinellas County has elected to terminate the current interlocal agreement, which is their or our choice, and has proposed a new interlocal agreement that will be uniform countywide for those communities that elect to enter into a new agreement. The major changes in the new agreement are: 1) it brings the agreement current regarding the references to the various building codes that the county and cities apply to projects and 2) it makes clear that the County staff will provide services on an availability basis. The County Administrator and the County Building Official recently met with the city managers countywide and explained that the intent is to continue to provide services, but that the county is experiencing the same service and staffing challenges as the cities and on occasion they might not have staff available to assist the cities due to their own service needs. In that case state codes do allow for retaining private firms for plans review and inspection services.

Attached is a copy of the proposed interlocal agreement and the data reflecting the cities, the frequency of utilizing county service during the preceding year and a copy of the county fee schedule.

Reviewed by: ____ Legal ____ Finance ____ Personnel ____ Public Works ____ Community Imp ____ Recreation ____ Police ____ Fire	Originating Dept:	Costs: Total
	User Dept:	
	Attachments: <input checked="" type="checkbox"/> See attachments	Funding Source: <input type="checkbox"/> Capital Improvement <input type="checkbox"/> Operating <input type="checkbox"/> Other
Submitted by: Ralph Stone, City Manager		Appropriation Code:

RESOLUTION NO. 06 –

A RESOLUTION OF THE CITY OF TREASURE ISLAND CITY COMMISSION APPROVING AND INTER LOCAL AGREEMENT WITH PINELLAS COUNTY FOR THE PROVISION OF BUILDING PLANS REVIEW AND INSPECTION SERVICES.

Whereas, the City of Treasure Island provides building plans review and inspection services for the corporate limits of the city; and

Whereas, occasionally due to staffing shortages or unusual work loads these services are supplemented by employees of Pinellas County; and

Whereas, the city and county currently have an inter local agreement to provide these services, and

Whereas, Pinellas County is proposing an updated agreement which references current building codes and defines the limit of their service; and

Whereas, the City of Treasure Island desires to enter into an update inter local agreement for these services.

Now Therefore Be It Resolved by the City of Treasure Island City Commission that:

1. The City Commission approves the interlocal agreement.
2. This resolution will become effective immediately upon adoption.

The foregoing resolution was offered during the regular session of the City Commission of the City of Treasure Island, sitting on the 10th day of January 2006, by Commissioner who moved its adoption and seconded by Commissioner . Upon roll call the vote was:

YEAS:

NAYS:

ABSENT OR ABSTAINING:

Mayor Mary Maloof

ATTEST:

Sandra Carnevale, Deputy City Clerk

- 24 Municipalities plus Unincorporated Area
- We are the Building Department for six municipalities in addition to unincorporated area
- Presently we have Interlocal Agreements with 13 municipalities
- Seven of these use our services with some regularity

1986 Town of Belleair
2000 City of Dunedin
1998 City of Gulfport
1995 City of Indian Rocks Beach
1992 Town of Indian Shores
1999 City of Largo
1998 City of Oldsmar
1997 City of Safety Harbor
1996 City of Seminole
1995 City of South Pasadena
1995 City of St. Pete Beach
1993 City of Tarpon Springs
2001 City of Treasure Island

Total Municipality inspections completed from October 2004 through October 2005

City of Gulfport	225
City of Seminole (12/04)	6
City of South Pasadena (10/04)	3
Indian Rocks Beach	397
Safety Harbor	913
Town of Belleair	1,538
Treasure Island	522

Total Inspections 3,604

		FY06
I. General Notes		
Where the valuation does not exceed \$500.00, no permit shall be required unless an inspection is necessary, in which case there shall be a minimum fee of \$60.00. Exception: No permit is required for fences, paving, work of a strictly cosmetic nature (painting, wallpapering, carpeting, kitchen cabinets, etc.), or roof work less than \$500 in value. For statistical use only the estimated cost of construction used on the permit shall be taken from the latest building valuation data published by the International Code Congress for Florida.		\$60.00
Plan Review (Charges on original plan review, revisions, and interiors). Additional review fees may be charged to plans that require a third review for the same previously noted deficiency within any pertinent divisions. Can be charged per division for subsequent review on a percentage basis.		\$0.029 per Sq. Ft.
Plan Review Fee subject to an Interlocal Agreement where a Building Permit is not issued by the Pinellas County Building Department (Charges on original plan review, revisions, and interiors). Additional review fees may be charged to plans that require a third review for the same previously noted deficiency within any pertinent divisions. Can be charged per division for subsequent review on a percentage basis.		\$0.04 per Sq. Ft.
Duplicate Plan Certification For all projects over 600 sq. ft. (May be charged on a percentage basis per Division)		\$0.014 per Sq. Ft.
Change of Contractor (All Divisions)		\$60.00 per Division
Minimum Permit Fee Shall be		\$60.00 per Division
Minimum Commercial Plan Review Fee		\$60.00
Duplicate Certificate of Occupancy or Duplicate Placard		\$14.00 Each
Refund Fee: No refund of permits of \$60 or less, unless issued in error on part of County; no refund if work has commenced or if permit is over 180 days old.		\$60.00 Each
Fire damage pre-permit inspection (Includes all Divisions)		\$75.00 Each
Change of Address (numbers only) while in progress, no charge; Otherwise, \$60.		\$60.00 Each
All Remodel/Rehab Fees shall be calculated the same as new construction, based on the area being remodeled.		
Minimum Residential Plan Review Fee		\$30.00 + \$0.029 per Sq. Ft.
II. Building Permit Fees		
Shall be charged at the rate shown below on the gross area of the building. Shell-Building permits shall be charged at 60% of actual total rate.		60%
Residential Buildings *		\$0.14 per Sq. Ft.
Commercial Buildings *		\$0.12 per Sq. Ft.
Foundation only		\$0.029 per Sq. Ft.
Threshold Building (Charged on all buildings that meet State of Florida definition of a threshold building)		\$0.06 per Sq. Ft.
* Fee includes: Roofing, porches, fireplaces and screen rooms on plans.		
Miscellaneous Building Fees:		
Antenna (including electric)		\$60.00 Each
Aluminum Birdcage (Pool Enclosure)		\$0.085 per Sq. Ft.
Aluminum Structures		\$0.14 per Sq. Ft.
Aluminum Mobile Home Package (Includes Carport, Screen Room, Raised Slab, Utility Shed, Driveway)		\$72.00 per Pkg.
Construction Trailer		\$55.00 Each
Demolition (Including Plumbing and Electrical)		\$60.00 Each
Inspection Fee for Municipal Interlocal Agreement (or as per Agreement)		\$33.00 Each
Local Regulation Review Fee		\$29.00 Each
Local Regulation Commercial Site Plan Review		\$175.00 Each
Mobile Home on Lot, Sales Trailer		\$85.00 Each
Moving of Building Only		\$85.00 Each

Miscellaneous Building Fees: (continued)

Pre-Move Inspection (Includes Building, Plumbing, Gas, and Electrical)	\$145.00 Each
Reroof – Residential	\$60.00 Each
Reroof - Commercial - 1 st 20 Squares -	\$60.00 Each
Each additional 20 Squares or Fraction Thereof	\$7.00
Retaining Walls, Masonry Walls	\$0.42 per Lin. Ft.
Sand Filter	\$60.00 Each
Seawalls	\$0.42 per Lin. Ft.
Signs (Billboard, Pylon, or Pole Signs)	\$85.00 Each
Signs (Wall)	\$60.00 Each
Siding, Soffit & Fascia (all types)	\$60.00 Each
Site/Foundation for Moved Building	\$60.00 Each
Structures - Other (Screen Room, Raised Slab, Shed)	\$60.00 Each Min.
Spa, Swimming Pool and Hot Tubs (Solar Heating Included), with deck	\$85.00 Each
Tanks (All Types, including Gas and Oils) (550 Gallons and Over)	\$60.00 Each
Tents - Commercial	\$0.085 per Sq. Ft.
Tents - Noncommercial	\$60.00 Each

III. Electrical Permit Fees

Shall be charged at rate shown below on the gross area of the building.

Pre-final Commercial Power Release	\$60.00
Pre-final Residential Power Release	\$60.00
Residential Building **	\$0.097 per Sq. Ft.
Commercial Electric **	\$0.085 per Sq. Ft.
Commercial Alarm Systems and Low Voltage (Complete System)	\$0.029 per Sq. Ft.
Commercial Alarm, Single Pull Station	\$72.00 Each
** Fee includes saw pole or power pole	

Miscellaneous Electrical Fees:

Sales Trailer, Office Trailer, Construction Trailer	\$72.00 Each
Mobile Home	\$72.00 Each
Saw Pole, Power Pole, Pedestal, Well Pump	\$60.00 Each
Residential Service Change	\$72.00 Each
Commercial Service Change	\$85.00 Each
Recertification of Residential Electric Service	\$72.00 Each
Recertification of Commercial Electric Service	\$85.00 Each

IV. Plumbing Permit Fees

Shall be calculated on the gross area of the building as shown below:

Residential Building	\$0.12 per Sq. Ft.
Commercial (Water, Sewer, Water Heater, Hose Bibb, Roof Drains and Grease Traps - Each Count as One Fixture)	\$42.00 per Fixture
Water Heater Replacement - Electric or Gas Reconnect	\$60.00 Each
Tankless Water Heaters (Includes Electric Or Gas)	\$90.00

Miscellaneous Plumbing Fees:

Construction Trailer	\$60.00 Each
Mobile Home On Lot, Sales Trailer	\$60.00 Each
Solar Water Heater (Fee Includes Building and Electric, If Required)	\$60.00 Each
Water Conditioner	\$60.00 Each
Utility Site Work, Sewer and Water (Per 100 Feet or Fraction Thereof)	\$60.00 per 100 Ft.
Replace Main Cold Water Supply (Per 100 Feet or Fraction Thereof)	\$60.00 per 100 Ft.
Repipe Water Distribution	\$60.00 per Unit
Submeters	\$60.00 per Every 10 or Less
Medical Gas/Vacuum	\$60.00 for Every 10 or Less Outlets

V. Mechanical Permit Fees	
Shall be calculated on the gross area of building as shown below:	
Residential Building Area	\$0.099 per Sq. Ft.
Commercial (Conditioned Space)	\$0.09 per Sq. Ft.
Fire Sprinkler System (includes standpipe)	\$0.09 per Sq. Ft.
Standpipe System	\$110.00 Each
Fire Line and FDC Line (except detached single family residences)	\$110.00 Each
Arm-Over or Add Heads to Existing Sprinkled Spaces	\$1.00 per Head, \$60.00 Minimum
Miscellaneous Mechanical Fees	
Air Conditioning Equal, Non-Equal Change-Out Incl. Electric (Does Not Include Gas or Oil)	\$90.00 Each
Solar, Heating, Cooling and Heat Recovery (Includes Building, Plumbing and Electric if required)	\$60.00 Each
Mobile Home, Sales Trailer	\$72.00 Each
Commercial Hood, Refrigeration, Chemical System, Boiler, Spray Booth, etc.	\$72.00 Each
Construction Trailer	\$60.00 Each
Furnace Change Out (Electric or Gas Reconnect) No Condensing Unit	\$90.00 Each
Furnace Change Out (Electric or Gas Reconnect) With Condensing Unit	\$145.00 Each
Refrigeration Change Out/Equal Change Out	\$96.00 Each
Mobile Home Change Out/Equal Change Out (includes ducts)	\$96.00 Each
VI. Gas Permit Fees	
Residential	\$60.00 per Unit
Commercial	\$36.00 per Appliance
Water Heater Gas - Electric Conversion (includes plumbing)	\$60.00 Each
VII. Building Code Fire Resistance Fee	
Minimum Fee (Not Charged on SFR Detached/Duplex Res. Units)	\$60.00 per Unit
VIII. Re-inspection Fee	\$28.00 Each
The third and any subsequent Re-inspection, for the same noted Code Violation, will be charged at four (4) times the Re-inspection Fee.	
IX. After the Fact Permits	
The "After-the-Fact" permit fees shall be double the normal fee. Any subsequent "After-the-Fact" permit issued to the same contractor within the following twelve (12) months shall be ten (10) times the normal fee.	
X. Appeals	
Building Materials and Codes	\$72.00
Electrical Materials and Codes	\$72.00
Plumbing Materials and Codes	\$72.00
Gas Materials and Codes	\$72.00
Swimming Pool Materials and Codes	\$72.00
Mechanical Materials and Codes	\$72.00
XI. Reinstatement of Permits- Reinstatements shall be charged the full current fee for the permit, or for that outstanding portion(s) of the uncompleted permit being reinstated.	
XII. Notice of Commencement Form Processing Fee - for Clerk Filing (optional)	\$5.00
XIII. Flood Variance Request	\$170.00

INTERLOCAL AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____ 200__,
by and between PINELLAS COUNTY, a political subdivision of the State of Florida,
(hereinafter referred to as "COUNTY") and the CITY OF TREASURE ISLAND, a municipal
corporation of the State of Florida, (hereinafter referred to as "CITY").

WITNESSETH :

WHEREAS, the COUNTY and the CITY do hereby have the express authority to enter
into this Agreement in order to make the most efficient use of their powers by cooperating with
other localities in a manner that will accord best with geographic, economic, population, and
other factors influencing the needs and development of local communities; and

WHEREAS, the COUNTY has the resources available to perform this service in a
manner which would be economically beneficial to both parties; and

WHEREAS, any prior Interlocal Agreements on this matter are hereby repealed.

NOW, THEREFORE, in consideration of these and other covenants to be performed by
the respective parties, the parties agree as follows:

1. The COUNTY agrees to perform, when requested and based on the availability of
personnel and resources, building, plumbing, electric, mechanical and gas inspections upon those
structures identified by the CITY, when required by the latest edition of the Codes, [specifically
the Florida Building Code, the National Electric Code, the NFPA L.P. Gas Code 58, and the Life
Safety Code]. In addition, the COUNTY may require a certified survey from the permittee to
ensure compliance with the CITY's setback, height, and flood elevation requirements.

2. The COUNTY shall perform the inspections provided for in paragraph 1 subject to a written request from the CITY providing the dates the inspections will be necessary.
3. The COUNTY agrees to conduct inspections based on the availability of personnel and resources, when requested by the CITY for a fee per inspection established annually by the Board of County Commissioners in its Resolution Establishing Schedule of Fees For Non-Proprietary Departments.
4. The COUNTY agrees to conduct plan reviews based on the availability of personnel and resources, when requested by the CITY for jobs that will be permitted by the CITY's licensed Building Official for the fee per square foot established annually by the Board of County Commissioners in its Resolution Establishing Schedule of Fees For Non-Proprietary Departments.
5. The CITY hereby understands and agrees that requests subject to paragraphs 1, 2, 3 and 4 above, will be made with as much lead time as possible, so as to allow the COUNTY the time necessary to re-allocate the appropriate resources and personnel.
6. The CITY hereby understands and agrees that the responsibility for the enforcement of all land use, zoning, and flood regulations, amendments, variances, and complaints related to these lie with the CITY.
7. The CITY and COUNTY understand and agree that each party is responsible for their own negligence.
8. It is further agreed that the CITY shall notify the COUNTY in writing, within five (5) days of any claims arising out of this Agreement or pending claims, of which the CITY has knowledge.

9. This Agreement is intended for the benefit of these parties only and is not intended for the benefit of any third parties.
10. If the COUNTY or the CITY wishes to modify this Agreement, either may do so only with the written consent of the other party.
11. As required by Section 163.01(11), Florida Statutes, this Interlocal Agreement shall be filed with the Clerk of the Circuit Court of Pinellas County, Florida, after the execution by the parties, and shall become effective upon the date of filing. This Agreement shall continue in force until terminated with or without cause by either party upon thirty (30) days written notice.
12. This Agreement represents the entire Agreement of the parties and no prior discussions or negotiations shall be enforceable unless set forth herein.
13. The Interlocal Agreement between the COUNTY and the CITY, executed on _____ day of _____, year _____, is hereby repealed.

IN WITNESS WHEREOF, the undersigned have hereto affixed their hands and seals the day and year first above-written.

(the balance of this page is intentionally left blank)

PINELLAS COUNTY

ATTEST

PINELLAS COUNTY, FLORIDA by and
through its COUNTY ADMINISTRATOR

By: _____
Attesting Witness' Name

By: _____
Stephen M. Spratt

Title

(seal)

APPROVED AS TO FORM

Office of the County Attorney

CITY OF TREASURE ISLAND

ATTEST:

CITY OF TREASURE ISLAND

CITY CLERK

By: _____
MAYOR

CITY CLERK

APPROVED AS TO FORM

CITY ATTORNEY



CITY OF TREASURE ISLAND AGENDA COVER MEMORANDUM

Agenda Item #: *I-4*
Meeting Date: 01/03/06
Workshop 12/20/05

SUBJECT: Resolution to establish another 457 Deferred Compensation Plan for City Employees

RECOMMENDATION: Pass resolution at 1/3/06 meeting to establish this Plan

SUMMARY:

This is the Nationwide plan agreed to in the recently concluded contract with the fire union. This provides an optional competing Plan for employees interested in deferring income for retirement pre-tax.

Reviewed by:

Legal
 Finance
 Personnel
 Public Works
 Community Imp
 Recreation
 Police
 Fire

Submitted by:
Fred Turner

Originating Dept:
PERSONNEL

User Dept:
ALL

Attachments:
Draft Resolution

None

Costs: None
(employee contributions only)
Total:

Current Fiscal Year:

Funding Source:
 Capital Improvement
 Operating
xx Other

Appropriation Code:
N/A

RESOLUTION NO. 06

A RESOLUTION ESTABLISHING A SECTION 457 DEFERRED COMPENSATION PLAN FOR CITY EMPLOYEES.

WHEREAS, the City of Treasure Island has considered the establishment of a Deferred Compensation Plan to be made available to all eligible employees and elected officials pursuant to Section 457 of the Internal Revenue Code permitting such plans; and

WHEREAS, certain tax benefits could accrue to employees and elected officials participating in said Deferred Compensation Plans; and

WHEREAS, such benefits will act as incentives to employees to voluntarily set aside and invest portions of their current income to meet their future financial requirements and supplement their retirement and Social Security (if applicable); and

WHEREAS, the Employer has established a Master Deferred Compensation program for its employees, permitting its employees to enjoy the advantages of this Program; and

WHEREAS, by adoption of the Nationwide Program, all regulatory, operational, and administrative responsibilities are hereby assumed by Nationwide on behalf of the Employer.

WHEREAS, Nationwide as Plan Administrator, agrees to hold harmless and indemnify the Employer, its appointed and elected officers and participating employees from any loss resulting from Employer or its Agent's failure to perform its duties and services to the Nationwide Program;

NOW THEREFORE THE CITY COMMISSION DOES HEREBY RESOLVE AS FOLLOWS:

1. The City Commission meeting in regular scheduled session, this 3rd day of January, 2006 hereby adopts the Nationwide Deferred Compensation Program and hereby establishes the Treasure Island Deferred Compensation Plan for the voluntary participation of all eligible employees and elected officials.
2. The Personnel Director is hereby authorized to execute for the Employer, individual participation agreements with each said employee requesting same, and to act as the "Administrator" of the Plan representing the Employer, and to execute such agreements and contracts as are necessary to implement the program.

The foregoing Resolution was offered during the Regular Session of the City Commission of the City of Treasure Island, Florida, sitting on the 10th day of January, 2006 by _____ who moved its adoption, was seconded by _____ and upon roll call the vote was:

YEAS:

NAYS:

ABSENT AND ABSTAINING:

Mary H. Maloof, Mayor

ATTEST:

Sandra Carnevale, Deputy City Clerk



CITY OF TREASURE ISLAND AGENDA COVER MEMORANDUM

Agenda Item #: I-5
Meeting Date: 12/20/05

SUBJECT: Place signage at Treasure Bay prohibiting the overnight parking of vehicles

RECOMMENDATION: Staff is requesting direction from the Commission regarding overnight parking of vehicles at Treasure Bay Recreation Complex.

SUMMARY:

Commissioner Kraus has brought to the attention of staff that there are commercial vehicles being parked overnight and on the weekends at Treasure Bay. Commissioner Kraus has contacted the Police Department regarding a particular commercial vehicle being parked on the weekends at Treasure Bay. He was informed that this particular vehicle did not meet the criteria for a commercial vehicle and therefore, the Police Department could not ticket the vehicle. However, the Police Department did recommend that the City place "no overnight parking" signs at Treasure Bay as they would then be able to ticket any vehicle left overnight at the facility. The owners of the vehicle in question have parked one commercial vehicle and one personal vehicle at the facility.

Former Commissioner Makrauer brought this issue up in 1996-97. The City Commission at that time gave permission for the owners of a Terminex vehicle and an AC vehicle to park at Treasure Bay. The AC vehicle no longer parks at the facility; however, the Terminex vehicle parks at Treasure Bay each evening. Staff recalls the discussion by the Commission but no documentation of the discussion or authorization allowing parking of the vehicles has been located as of this date.

Reviewed by: ____ Legal ____ Finance ____ Personnel ____ Public Works ____ Community Imp <input checked="" type="checkbox"/> Recreation ____ Police ____ Fire	Originating Dept: Recreation	Costs: Total: Current Fiscal Year:
	User Dept: Recreation	
	Submitted by: Cathy Hayduke Recreation Director	Attachments: <input type="checkbox"/> None



**CITY OF TREASURE ISLAND
AGENDA COVER MEMORANDUM**

Agenda Item #: *I-6*
Meeting Date: 12/20/05WS

SUBJECT: Senior's Homestead Exemption

RECOMMENDATION:

SUMMARY:

The State of Florida allows individual taxing authorities (cities, counties, etc.) the ability to grant an *additional* homestead exemption (in addition to the standard) to senior citizens up to \$25,000, in increments of \$5,000 (i.e. \$5,000, \$10,000, \$15,000, \$20,000 or \$25,000).

I gathered information in the following areas regarding the Senior Citizen Additional Homestead Exemption:

Qualifications.

- ✓ At least one property owner is 65 or older.
- ✓ The applicant must meet the qualifications for the standard homestead exemption.
- ✓ Total household adjusted gross income is \$22,693 or less – there will be a cost of living adjustment factored into this amount in January 2006.

The exemption must be enacted by ordinance.

What will it cost us? Before the City of Clearwater adopted the exemption, it did its own analysis. As the budget director stated "It's not an exact science, but should be fairly accurate." Using their analysis data, I think we can fairly *estimate* that the revenue impact would be about \$2,000 per \$5,000 of exemption adopted, i.e. should we adopt the full \$25K, we could *estimate* a revenue impact of *approximately* \$10,000.

Continued on Page 2

Reviewed by:

- Legal
- Finance
- Personnel
- Public Works
- Community Imp
- Recreation
- Police
- Fire

Originating Dept:

User Dept:

Attachments:

None

Costs:

Total

Funding Source:

- Capital Improvement
- Operating
- Other

Submitted by:

Darren LaFrance
Finance Director

Appropriation Code:

Deadlines: The deadline is December 1st to get it to the Property Appraiser for the following year's tax roll. Based on that, the best we could do is to enact the exemption for the 2007 tax roll which would be collected in the 2007/2008 fiscal year.

For reference material (and if needed), I have electronic copies of Clearwater's ordinance and the applicable section from the Florida Statutes.



**CITY OF TREASURE ISLAND
AGENDA COVER MEMORANDUM**

Agenda Item #: *I-7*
Meeting Date: *12-20-05*

SUBJECT: EMERGENCY GENERATOR FOR FIRE & POLICE BUILDING

RECOMMENDATION: ACCEPT BIDS AND APPROVE PURCHASE OF GENERATOR

SUMMARY:

At the commission meeting of June 14, 2005, Resolution No. 05-48 was adopted approving staff to solicit bids for the purchase and installation of a new 100 KW generator with transfer switch, fuel tank, and necessary wiring to provide emergency power to the Fire and Police building (bids for stationary and trailer-mounted generators were to be solicited). Installed cost was estimated to be \$58,000.

Specifications and bid documents were developed by staff and "piggyback" bids were investigated in order to streamline the purchasing process. "Piggyback" contracts were deemed not feasible due to the desire to have a complete "turn key" installation of generator, automatic transfer switch, and necessary wiring and controls that would be appropriate for our building. September 8th, specifications and bid documents were sent to nine area vendors and advertised in the St. Petersburg Times (September 14th edition). Three additional vendors requested specifications and bid documents. A bid opening was scheduled for September 30th at 2:00 p.m. No bids were received in response to this solicitation perhaps due to resources being directed to areas of the Gulf coast catastrophically affected by Hurricanes Katrina and Rita.

On October 11th revised specifications and bid documents were again sent to nine area vendors and advertised in the St. Petersburg Times. Three additional vendors requested specifications and bid documents. A bid opening was scheduled for November 30th at 2:00 p.m.

Continued on Page 2

Reviewed by: <input type="checkbox"/> Legal <input type="checkbox"/> Finance <input type="checkbox"/> Personnel <input type="checkbox"/> Public Works <input type="checkbox"/> Community Imp <input type="checkbox"/> Recreation <input checked="" type="checkbox"/> Police <input checked="" type="checkbox"/> Fire	Originating Dept: Fire Department	Costs: Total \$43,579
	User Dept: Fire & Police Departments	
	Submitted by: Charles J. Fant, Fire Chief	Attachments: Resolution No. 05-48 Bid summary Sequence of events <input type="checkbox"/> None

Four bids were received:

CJ's Sales and Service	\$43,579
Leedy Electric	\$49,085
Alspach Construction	\$51,666
Blackfoot Electric	\$89,522

All four bidders meet the bid specifications and have proposed delivery and installation time frames of approximately 12-16 weeks from contract approval. Three of the four bids are well below the estimate of \$58,000 approved in Resolution No. 05-48.

Staff recommends acceptance of bids for the installation of an emergency generator and award of bid to CJ's Sales and Service in the amount of \$43,579.

RESOLUTION NO. 06-

A RESOLUTION ACCEPTING THE BID FROM CJ'S SALES AND SERVICE FOR THE PURCHASE OF AN EMERGENCY GENERATOR FOR THE FIRE AND POLICE BUILDING IN THE AMOUNT OF \$43,579.

WHEREAS, the City of Treasure Island has received and reviewed four bids for the purchase of an emergency generator for the Fire and Police Building; and

WHEREAS, staff is recommending the City Commission accept the bid from CJ's Sales and Service in the amount of \$43,579.

NOW, THEREFORE, THE CITY OF TREASURE ISLAND DOES RESOLVE:

That the City Commission does hereby accept the bid from CJ's Sales and Service for an emergency generator for the fire and police building in the amount of \$43,579.

The foregoing resolution was offered during the regular session of the City Commission of the City of Treasure Island, sitting on the 10th day of January 2006, by Commissioner who moved its adoption and seconded by Commissioner . Upon roll call the vote was:

YEAS:

NAYS:

ABSENT OR ABSTAINING:

Mayor Mary Maloof

ATTEST:

Sandra Carnevale, Deputy City Clerk

RESOLUTION NO. 05-48

A RESOLUTION APPROVING THE SOLICITATION OF BIDS FOR REPLACEMENT AND INSTALLATION OF EMERGENCY GENERATOR FOR FIRE AND POLICE BUILDING.

WHEREAS, the emergency generator for the Fire and Police building is not functional due to a mechanical failure of the diesel engine; and

WHEREAS, a rental generator is currently in place and a replacement-generator should be installed as early as possible to be prepared for the hurricane season and summer thunderstorms; and

WEHREAS, E. C. Driver & Associates, the city's consulting engineer on the bridge project, has been contacted to evaluate the current emergency power needs of the building; and

WHEREAS, based upon the needs analysis, a replacement 100 kilowatt emergency generator with an estimated installment cost of \$58,000 to provide power to the entire building is recommended;

WHEREAS, staff recommends approval to solicit bids for the purchase and installation of a new 100kw generator system with transfer switch, auxiliary fuel tank, and necessary wiring to provide emergency power to the Fire and Police building (bids for stationary and trailer-mounted generators will be solicited).

NOW, THEREFORE, THE CITY COMMISSION OF THE CITY OF TREASURE ISLAND DOES RESOLVE:

The approval of staff to solicit bids for the purchase and installation of a new 100kw generator with transfer switch, auxiliary fuel tank, and necessary wiring which is needed to be installed in the fire and police building as early as possible to be prepared for the hurricane season and summer thunderstorms. Bids for both portable and "skid mount" model in order to compare pricing.

The foregoing Resolution was offered during Regular Session of the City Commission of the City of Treasure Island, Florida, sitting on the 14th day of June 2005, by Commissioner Gayton who moved its adoption; was seconded by Commissioner Kraus and upon roll call, the vote was:

YEAS: Commissioners Collins, Gayton, Kraus, Bildz

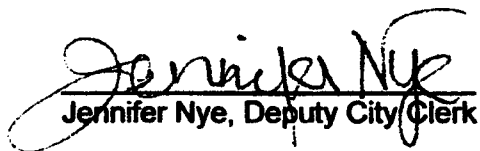
NAYS: None

ABSENT OR ABSTAINING: None



Phil Collins, Vice-Mayor

ATTEST:



Jennifer Nye, Deputy City Clerk

BID REVIEW - FIRE & POLICE BUILDING EMERGENCY GENERATOR 11/30/05

SPECIFICATIONS		CJ's Sales & Service	Leedy Electric	Alspach Constr.	Blackfoot Electric
100 KW Diesel Generator		Katolight SED100FPJ4 120/208v/3 phase	Generac SD100 120/208v/3 phase	Baldor 277/480v/3 phase	Katolight SED100FPJ4 120/208v/3 phase
Automatic Transfer Switch (ATS)		ASCO 300/600 amp NEMA 3R enclosure	600 amp NEMA 3R enclosure	400 amp NEMA 3R enclosure	ASCO 300/600 amp NEMA 3R enclosure
Standard water cooling system		Unit mounted radiator	Pressurized, closed recovery		Unit mounted radiator
Residential exhaust system		Critical/enclosed	Critical silencer	Critical	Critical/enclosed
Battery		1000 CCA @ 0° F. (1) FC 10-12 (12v/10 amp)	12v, 90 a.h., 4 ldt (2)		1000 CCA @ 0° F. (1) FC 10-12 (12v/10 amp)
Battery charger		Test switch	10 amp	6 amp	Test switch
Remote "OFF-AUTO-ON" selector switch (via ATS)					
In-line or V-type, four stroke cycle, Diesel engine			3.9 L/in-line 4 cyl.		
Isynchronous type governor		Yes	Yes	Yes	Yes
Water heater to maintain engine temp. at 90°F		1500 w	1800 w	120v	1500 w
Circuit breaker on generator output		350 amp/208v/3 phase	400 amp	400 amp w/shunt trip	350 amp/208v/3 phase
Fully-enclosed, outdoor, sound-attenuated, weatherproof housing, 14 gage w/epoxy paint, locking access panels		Weatherproof enclosure	Weatherproof enclosure	Weatherproof enclosure	Weatherproof enclosure
Generator control panel w/oil pressure gauge, water temp. gauge, low oil pressure, overspeed shut down		Panel, oil pressure, coolant temp., fuel level, start, stop, alarms			Panel, oil pressure, coolant temp., fuel level, start, stop, alarms
Remote annunciator				NFPA 110 remote annunciator	
Fuel tank for 24 hours operation, minimum 150 gallons		580 gallons proposed, changed to 200 gallons		200 gallons	580 gallons proposed, changed to 200 gallons
Leak detector within outer wall of fuel tank		Double wall, leak detection, spill containment		Double wall, low fuel level switch, leak detector	Double wall, leak detection, spill containment
Tank full of fuel at final acceptance					
Programmable Engine-Generator Exerciser to start every seven days and run for 30 minutes		Yes			Yes

SPECIFICATIONS

	CJ's Sales & Service	Leedy Electric	Alspach Constr.	Blackfoot Electric
Generator warranty - limited warranty of 3 years; 1 year or 3,000 hours parts and labor; 3 year or 3,000 hours parts	3 yr./1500 hr. - Generator 3 yr. - Transfer switch	2 yr. - Generator		3 yr./1500 hr. - Generator 3 yr. - Transfer switch
Service available within 100-mile travel distance of installation site	Ocala or Tampa	Mulberry	Tampa or Largo	Ocala or Tampa
Qualifications of Bidders - three contracts for similar work during the past year	6 references provided	13 references provided	None included	3 references provided
Total cost	\$43,579	\$49,085 w/trailer	\$51,666	\$89,522
Time frame for commencement of the project	12-14 weeks	16 weeks delivery 3-4 weeks to complete	16 weeks from date of signed contract	Estimated delivery - 120 days
Proposal shall be effective for 45 days after the bid opening	30 days	15 days		30 days
Bid Bond (5% of bid)	Companion Property & Casualty	Auto Owners Insurance	First Seabord Security	Old Dominion Insurance
Other		Remove asphalt for conduit	Upgrade to 600 amp ATS - \$2,354, battery heater	ATS inside building - wiring in trough to be modified
RANKING	1	2	3	4

**EMERGENCY GENERATOR FOR
FIRE & POLICE DEPARTMENT BUILDING
SEQUENCE OF EVENTS**

February 7 – Building generator rendered inoperable due to engine failure; request submitted to obtain rental generator to maintain power to emergency circuits and develop specifications for replacement generator to power entire building

February 10 – Staff met to review options; electrical engineers from E.C. Driver consulted to provide advice and assist in the evaluation of load requirements and develop specifications

February 11 – Arranged for rental generator to maintain power to emergency circuits

February 16 – Rental generator in place

February 22 – E.C. Driver electrical engineers evaluated load requirements at all panels within Fire & Police Department building and recommended a 150 Kw generator to power entire building with an estimated cost of \$83,100 and a design fee of \$10,800

March 30 – Agenda item submitted for approval to proceed with E.C. Driver recommendation to develop specifications and bid documents for 150 Kw generator

April 4 – Commissioners Gayton and Kraus provided information on alternative options for generator size and concerns as to costs proposed by E.C. Driver for generator and design fees

April 5 – Agenda item withdrawn for further review by staff

April 8 – Staff and Commissioner Gayton met with E.C. Driver electrical engineers to review proposal and discuss alternatives as well as need for E.C. Driver to design and oversee project or turn over to staff

May 17 – Received letter from E.C. Driver with alternative proposals for 80 Kw and 100 Kw generators as capable of meeting needs for present demand loads

May – Staff evaluated alternative proposal as well as option of using a trailer-mounted generator that could be removed from island in the event of storm surge threat and used for emergency power at alternate EOC

June 2 – Agenda item submitted for approval to solicit bids for a 100 Kw generator to provide power to entire Fire & Police Dept. building; trailer and stationary mount options

June 7 – Agenda item submitted at Commission workshop and placed on agenda for following meeting

June 13 – July 4 – Fire Chief on vacation

June 14 – Resolution adopted to authorize staff to solicit bids for 100 Kw generator to provide power to entire Fire & Police Dept. building; trailer and stationary mount options; at an estimated cost of \$58,000

July/August – Specifications and bid documents were developed for emergency generator; solicited information from vendors on the availability of “piggyback” contracts in order to streamline the purchasing process. “Piggyback” contract was deemed not feasible due to the desire to have a complete “turn key” installation of generator, automatic transfer switch, and necessary wiring and controls that would be appropriate for our building. Purchase of all goods, materials and services in excess of \$8,000 shall be made only upon the approval and award of the city commission per the administrative code of the City of Treasure Island.

August 23-30 – Hurricane Katrina struck the Gulf coast of the U.S. causing catastrophic damage to Louisiana, Mississippi, and Alabama. Emergency resources directed to this area.

September 8 – Specifications and bid documents were sent to nine area vendors and advertised in St. Petersburg Times (9/14). Three additional vendors requested specifications and bid documents. A bid opening was scheduled for September 30 at 2:00 p.m.

September 20-24 – Hurricane Rita struck the Gulf coast of the U.S. causing catastrophic damage to eastern Texas and western Louisiana. Emergency resources directed to this area.

September 30 – NO BIDS were received, possibly due to focus on response to hurricane recovery.

October 11 – Specifications and bid documents revised to solicit bids for a stationary mount emergency generator and sent to nine area vendors and advertised in the St. Petersburg Times. Three additional vendors requested specifications and bid documents. A bid opening was scheduled for November 30 at 2:00 p.m.

October 24 – Hurricane Wilma struck the southwest coast of Florida, crossing the state and causing extensive damage to southern counties. Emergency resources directed to this area.

November 30 – Four bids were received for the installation of a 100 Kw generator to power the Fire & Police Dept. building. Bids ranged from a low of \$43,579 to a high of \$89,522 with completion times of approximately 16 weeks from time of order.

December 1 – Bid evaluations began.

December 20 – Agenda item to be submitted for request to accept bid and place on next commission meeting for approval of bid award.

January 10 – Award bid for generator at commission meeting.



CITY OF TREASURE ISLAND AGENDA COVER MEMORANDUM

Agenda Item #: *I-8*
Meeting Date: 12/20/05

SUBJECT: City Clerk Appointment

RECOMMENDATION: Appoint Dawn Foss City Clerk at a salary of \$45,000 per year

SUMMARY:

Following the resignation notice of Ms. Nye, the City advertised for the position and received 126 resumes and applications. A selection process that included the following was conducted:

1. A review of resumes and selection of finalists by the Personnel Director and City Manager,
2. Interviews with the finalists by a committee consisting of the City Manager, Clearwater City Clerk Cynthia Goudeau, the Personnel Director, and the Recreation Director,
3. An opportunity for each member of the City Commission to interview the finalists,

Based on the preceding process, Administration recommends that Dawn Foss be selected as City Clerk a starting salary of \$45,000. The entry level for the position is \$43,000. The recommended salary recognizes the extensive experience that Ms. Foss has had in previous local government positions.

If a consensus of the City Commission concurs with this recommendation, the Personnel Director will contact Ms. Foss regarding the position and salary. If she agrees, a resolution of appointment and salary will be prepared for the next Commission regular meeting.

Reviewed by: ____ Legal ____ Finance <input checked="" type="checkbox"/> Personnel ____ Public Works ____ Community Imp ____ Recreation ____ Police ____ Fire	Originating Dept: Administration	Costs: Total: Current Fiscal Year:
	User Dept: Administration City Commission	Funding Source: <input type="checkbox"/> Capital Improvement <input checked="" type="checkbox"/> Operating <input type="checkbox"/> Other
	Attachments: <input type="checkbox"/> Resume	Appropriation Code:
Submitted by: Ralph Stone		

Dawn M. Foss

OBJECTIVE

To obtain a position in a government organization or private company that will allow me to utilize my skills and education while providing new challenges and opportunities for growth.

EDUCATION

Bachelor of Science, Accounting, Magna Cum Laude
Franklin Pierce College

Associate of Arts, Management
Franklin Pierce College

EXPERIENCE

4/2005 to present: Accounting Support Specialist, Pinellas County – Airco Golf Course

- Responsible for all accounting functions, including cash deposits, accounts receivable, accounts payable, and payroll.
- Provide excellent customer service to guests and internal County customers.
- Provide financial data and reports as required or requested.
- Provide guidance and coaching for golf shop employees.

1999 to 3/2005: Deputy Treasurer/Tax Collector, City of Concord, NH

- Oversaw all aspects of the tax collection process, including billing, liening, and deeding.
- Provided excellent customer service to taxpayers, banks, mortgage companies, tax services, realtors, and internal City customers.
- Produced a one million dollar decrease in delinquent tax receivables through my customer service skills. Increased tax collections by 4%.
- Managed seven customer service personnel, and provided coaching and training.
- Responsible for budget, productivity, and fiscal monitoring reporting.
- Assisted Treasurer with management and planning. Balanced trust fund and related cash accounts, and assisted with monitoring capital project funds.
- Coordinated a project to present and collect tax receivables on the internet.
- Worked with the City's outside vendor on other technology improvement projects.
- Certified NH Town Clerk/Tax Collector
- State of NH Municipal Agent

1986 to 1999

Town Clerk/Tax Collector, Town of Barnstead, NH

- Managed all aspects of the Town Clerk/Tax Collector's office, including staffing, budget, and project planning.
- Provided excellent customer service to taxpayers, banks, mortgage companies, tax services, realtors, and internal Town customers.
- Supervised a small staff of one full time deputy and one part time assistant. Provided training and guidance.
- Coordinated and managed all aspects of the election process, working closely with state and local officials.
- Worked closely with the Board of Selectmen and their staff, election officials, elected officials, and the staff of other town departments.
- Oversaw all aspects of the tax collection process, including billing, liening, and deeding.
- Registered automobiles as a State of NH Municipal Agent.
- Performed filing and reporting of vital records and issued marriage licenses, filed UCC's, oversaw elections, licensed dogs, and did town meeting minutes as required by law.

1985-1986

Deputy Town Clerk/Tax Collector, Town of Barnstead, NH

- Provided support and assistance to the Town Clerk/Tax Collector as needed.
- Acted as Town Clerk/Tax Collector in the absence of the Town Clerk/Tax Collector.
- Provided excellent customer service
- Collected taxes, registered automobiles, licensed dogs, and filed vital statistics

ACTIVITIES

New Hampshire Tax Collectors' Association: Past President,
Former Legislative Committee Chairman and member,
Certification Committee member, County Coordinator

New Hampshire City and Town Clerks' Association: member of the
Nominating and Conference committees, Regional Co-chairman, New
England Clerks' Association Executive Board

Northeast Regional Tax Collectors' and Treasurers' Association:
Past President, Board of Directors member, former Membership
Chairman, former Treasurer

REFERENCES

Available upon request