

**CITY OF TREASURE ISLAND, FLORIDA
BOARD OF COMMISSIONERS WORKSHOP MINUTES
April 6, 2010**

The workshop was called to order by Mayor Minning at 6:51 p.m.

I. DISCUSSION ITEMS:

1. Consideration of Res. 10-30, Acceptance of Annual Audit for Fiscal Year 2009

Finance Director Jim Keranen gave a brief explanation of this item. We are again going for the achievement of Financial Reporting Excellence from the GFOA. This is a report card for the financial health of the city. He then introduced the City's auditors, Mr. Cristini and Ms. Bittenger.

Ms. Bittenger made remarks about working with the staff on the audit. She explained that the city was given the highest opinion that they could render. She stated that the city's receipt of the GFOA award for so long is a high honor. She then gave a brief explanation of the switch to the GASB 34 rules. Ms. Bittenger gave an explanation of the report that the Commission was given.

Commissioner Coward stated that she was concerned that when she asked questions about the fund balance in December she was not happy with the answer that she was given. Mr. Cristini explained that an entry for the Accounts Payable for 2009 was entered incorrectly, and that the City spent \$800,000 less than was spent in the prior year. That gave a sense that there were projects not completed in the prior year. When he said that there would be no affect he didn't know what the status was at that time, and how much Accounts Payable would affect it. Commissioner Coward stated that she understands his explanation but was unhappy with his explanation at the meeting in December. Mr. Cristini stated that he underestimated based on the information that he had. Commissioner Coward stated again that she understood, and was just not comfortable with the previous explanation.

Commissioner Bildz asked about the suggested fixed asset inventory. Ms. Bittenger explained that it hadn't been done in some time, so Mr. Keranen has set that as a goal for next year. She suggested that the department heads should assist in the process. Commissioner Coward stated that she talked with Mr. Keranen about this and feels that the department heads should have a better feel for it than anybody and they will be very helpful.

Mayor Minning asked a question on the balance sheet. He asked if the amount of unreserved fund balance was a solid number. Mr. Cristini stated that it is a solid number but that you must subtract out inventory that has been paid for. This number is within approximately \$8,000 of the working capital. Commissioner Coward explained what she felt would be an easier way to calculate the correct number. Mr. Cristini gave a further explanation of the calculation.

Mr. Silverboard stated that we have reserved \$500,000 for beach renourishment, and about \$80,000 for causeway maintenance. That money is not available to spend. He deducts that

to come up with the undesignated, unreserved fund balance. We have increased our fund balance by approximately \$881,000.

Commissioner Bildz asked why reserved for inventories are included in the fund balance. Mr. Cristini stated that he stood corrected and that the number in the report was the true number. Commissioner Bildz stated that credit was due to city staff for cutting expenditures.

This item will move forward to the next meeting agenda.

2. Consideration of Res. 10-22, Extending Contract for Auditing Services for Fiscal Year 2010

Mr. Keranen gave a brief explanation of this item. He suggested contracting with our current auditing firm for another year. They have agreed to hold the price the same for the next year.

Commissioner Coward asked if we had gotten bids for this. Mr. Keranen explained that since we are halfway through the year we should get this going, but suggested that we go out to bid for the next three year contract. Commissioner Coward asked if it was too late. Mr. Keranen stated that he feels that it is in the best interest of the city to go with the firm for another year.

Commissioner Bildz stated that he likes this firm, but agrees that we should go out to bid again. There were extenuating circumstances, and they have worked hard for us and have been excellent. He asked when Mr. Keranen would suggest going out for bid if we were going to do so. Mr. Silverboard stated that we would likely go out for bid in February of next year for the next fiscal year. He stated that he agrees with Mr. Keranen's explanation. We are still working out bugs in the Finance area, and feels that it would be in our best interest to work with this firm for another year. When we issue an RFP there is nothing preventing our current firm from submitting a bid, and they would have the advantage of being familiar with our situation.

This item will move forward to the next meeting agenda.

3. Consideration of Res. 10-29, Award of Proposal for Facilitation and Related Services for Vision Plan Update

Ms. Rosetti gave a brief explanation of this item. The major purpose of this was to engage a firm that could provide expertise to the Visioning Committee. They received two bids. She gave an explanation of what services the consultant will provide. Collaborative Labs is located in Pinellas County and is affiliated with St. Pete College. She discussed some of their strong points. Their proposal was for \$25,000. Creative Solutions is located in Tallahassee. They would use local volunteer facilitators. Their proposal was in the amount of \$45,000. We have currently budgeted \$15,000, and are seeking additional outside funds. Staff recommends that they authorize the City Manager to negotiate and enter into a contract with Collaborative Labs for a cost not to exceed \$25,000.

Commissioner Bildz stated that he is not comfortable voting on something that we do not have the entire amount budgeted. He feels that we need to see some movement from the community of pledges of \$10,000 in order to move this forward.

Mr. Silverboard stated that this is a vision plan update of a plan that was made at least ten years ago. When they budgeted \$15,000 it was simply a number to get it into the budget. He agrees that they need to structure the contract in such a way that it stops at \$15,000 or more if outside funding is secured. Commissioner Bildz stated that all of our budget numbers are a guess.

Commissioner Coward asked if anything is happening with our plea to the community. Ms. Reiter stated that Mary Maloof has approached several community members and has received a favorable response from them. Mayor Minning stated that he has heard from Harry Black that raising the additional \$10,000 should not be a problem.

Commissioner Bildz stated that he would rather do it correctly the first time and know that we had the funding in place. He realizes that we need an update of our vision plan.

Andrea Henning from Collaborative Labs discussed her prior work with the Beach Stewardship Committee in 2003. Their most recent visioning process was with the Pier in St. Petersburg. She gave a list of additional communities that they have worked with in the past, and discussed various techniques that her firm uses for these types of projects. Their techniques are very interactive and very effective. She explained that the way they priced out their proposal is for \$5,000 from each engagement. They could either start with three engagements, or wait until they secured their additional funding.

Julian Fant spoke regarding his years of serving on the Commission. During that time they initiated several studies with well known firms for various projects throughout the city. This is the third visioning process that he has seen in his time in the city. He received phone calls today from residents who were concerned that the city was spending \$25,000 in these economic times. He stated that we have an excellent committee, and is sure that more volunteers would participate at no charge to the city. He hopes that he is here long enough to see a vision that he and his wife brought forward called the scenic beach trail. The promotion of our beautiful public beach is one of the prime assets of this community. Improving the looks of the beach and the walkway will increase tourism manifold and bring an economic boon to this city once again. He assured the commission that he will cooperate with the committee in any way. He then stated that he is the only honorary Treasure Islette in the room.

Mayor Minning suggested that they move this forward with the contingency that they raise the additional \$10,000 from outside sources. Commissioner Coward agreed with Mayor Minning and stated that she felt that the business community would see that they have a positive attitude about moving this forward.

Mr. Silverboard suggested that they proceed with the resolution giving the authority to proceed with the contract and direct him to wait to execute it until he has the additional \$10,000 in hand. That would allow him to move forward without having to come back before the commission, therefore saving time. Staff is recommending Collaborative Labs.

Commissioner Coward stated that we should appreciate staff's opinion on this and choose Collaborative Labs. Commissioner Bildz stated that we have a bid for \$45,000 and one for \$25,000, and suggested that they go with Collaborative Labs. Commissioner Caldwell agreed.

This item will move forward to the next Commission meeting with the changes in the resolution.

4. Consideration of Res. 10-32, Fourth of July Fireworks

Dominique Reiter stated that the previous item was a wonderful segue to this item. The city would be working with the businesses. She has asked for a donor for fireworks who told her that he would like to see the city acting in partnership. She read a list of other places that will be having fireworks. She asked the City to appropriate \$5,000, which will be matched by a private donor. She has spoken with Don Nolan from the beach clean up group and assured him that they will have volunteers to clean up after them. This is for the businesses of Treasure Island. People will come to the fireworks and go to our local businesses.

Kim Laskey, Director of Operations of the Bilmar Beach Resort, stated that they are getting a lot of phone calls asking if there will be fireworks. There will not be as much business on the beach that weekend if there aren't fireworks.

Commissioner Bildz stated that the Chamber does an excellent job with the fireworks. He corrected her statement that they were asking for \$10,000 for Visioning and explained that it was from anyone, including private citizens. He is not opposed to fireworks. He is opposed to government paying for them, especially when so many private citizens have them all over the city.

Commissioner Coward stated that the private fireworks are not the quality that they put on at the beach. The city should be willing to participate with this, and she would be willing to spend the \$5,000. She stated that it isn't fair that the city makes money on parking on the beach but others can't make money. She would be in favor of it.

Commissioner Caldwell stated that she is not in favor of randomly spending money, but this is a draw for people to come to the beach, and would be in favor of splitting the cost. She agrees that people will go elsewhere.

Mayor Minning suggested that they supplement up to the amount of the \$5,000 that is not covered by the parking revenues. Mr. Silverboard explained that there are many expenses such as police coverage and recreation employee costs that are not covered by the revenues. He feels that it is important that the city retain control of the parking for public safety. Mayor Minning suggested that it be the parking revenue net of expenses. Mr. Silverboard explained that we make very little revenue on parking.

Ms. Hayduke explained that we made \$8,600 last 4th of July. Recreation staff was out there for two days. They get holiday pay on the day that is observed by the City. The police staff gets paid holiday overtime pay on the actual day, which is why the costs will be higher. Ms. Hayduke stated that the City of St. Petersburg has asked for a cut of the proceeds due to their parking lot at the beach. She has offered two of her staff to man it for them instead of giving them a portion of the revenue. Commissioner Bildz asked if they could have the cars enter through the TI Beachfront Park instead. Ms. Hayduke stated that the 4th of July isn't the time to test that. Commissioner Coward asked for clarification as to what the St. Pete park is used for. Ms. Hayduke explained that it was used to enter and exit the beach.

This item will move forward to the next meeting agenda.

5. Motion, CC-2010-01-VR (PZ-2009-08-VR), Variance Request for Property Located at 371 Bay Plaza

Ms. Rosetti explained that since this is a quasi judicial case they should not discuss this until the next meeting.

Commissioner Bildz asked for clarification as to the decision to move this to the City Commission. Ms. Kiefer explained that there is language in our code that requires variances for accessory structures to be approved by the Commission. She suggested that they could send that language to the LPA for a referral to change it. She feels that the current language was probably not the intent of the crafters of the ordinance. Ms. Rosetti explained that it was an unintended consequence of a language change, and they could discuss it at the next workshop after the case was heard.

This item will move forward to the next meeting agenda.

6. Consideration of Res. 10-28, Approval of Local Mitigation Strategy Plan

Fire Chief Fant explained that this is a mandatory periodic update of the plan. It is required every five years. The plan is 300 pages, and is available in the City Clerk's office. It has been through committee review, has been sent to FEMA for review, and is now sent back to us for our approval. The City benefited from participating by receiving a \$71,000 grant to harden the police and fire building. While the plan was being reviewed at the state and federal level it was presented to the Planning Board, who unanimously approved it.

This item will move forward to the next meeting agenda.

7. Consideration of Res. 10-33, Approval of Engineering Services for NOAA Funded Crosswalks

Mr. Murphy gave a brief explanation of this item. He negotiated with Volkert to reduce the fee down from \$14,000 to \$8,900. The reason there is additional funding needed is that they were not included in the original scope of work.

Commissioner Coward asked if they had a plan showing where the crosswalks were going to be. Mr. Murphy explained that they were on the plan as place holders but the final locations were not on the plan. She then asked if this was included in the \$380,000 that we have. Mr. Murphy answered in the affirmative.

Mayor Minning asked if we had to get DOT approval for the project. Mr. Murphy answered in the affirmative.

Commissioner Bildz stated that he also thought the locations on the plan were set in stone and asked if he intended to bring the final locations back to the City Commission. Mr. Murphy stated that he could do that.

Commissioner Coward clarified that the Commission would be able to make the final decision as to where the crosswalks will go. Mr. Murphy explained that we have to be mindful of the funding for this project and the best locations for them. Commissioner Coward stated that there are citizens that have asked for crosswalks in certain locations. Mr. Silverboard stated that additional crosswalks would be paid for out of different funds over

time. We have asked for permission to use some of the undergrounding money for additional crosswalks. Commissioner Coward stated that the plan they saw a couple of months ago have crosswalks in specific locations. Mr. Silverboard explained that they were placeholders, and the Commission was advised that they were place holders and they would be placed in appropriate locations based on the study. Commissioner Coward stated that she is not comfortable with spending undergrounding money. Mr. Silverboard clarified that it would be Penny money, which will be used for several projects. There is no guarantee that we will have sufficient funds to do undergrounding.

Mayor Minning asked Mr. Murphy to come back to the Commission when he gets the information on the location for the crosswalks. We do have plans for additional crosswalks, but we wanted to use the four best locations for the NOAA funds.

8. Consideration of Res. 10-34, SWFWMD Cooperative Funding Agreement Amendment

Mr. Murphy gave a brief explanation of this item. He has representatives here tonight from Advanced Engineering who will be giving them a presentation. There have been some plans done for additional drainage in the Sunset Beach area of the City. He has taken those plans and updated the figures for the current year. The plan was submitted back in 2008. Since then we have hired Advanced Engineering to begin the project as submitted. The original plan that was submitted does not provide a satisfactory solution as far as the stormwater situation on Sunset Beach. The original plan assumed that the water that was going to be taken off the island would be done through discharges into the Intracoastal Waterway. The model that was done determined that that solution would not work out for people in certain areas. What would make this plan work would be to install two additional larger discharges. There are two discharge basins. We would use existing Right of Way accesses. He has presented a project that would require four phases to complete. This is necessary if they are going to fund it at the approved level. He gave a timeline for the phases of the project. To date they have spent roughly \$15,000 on the project. He listed the permits that would be required. He has discussed this with George Freeze, the Project Manager for SWFWMD, who has said he is comfortable with this process.

Bill Reedy from Advanced Engineering gave a slide presentation on the project.

Mr. Silverboard asked if the outfall that would go in at 77th Avenue would be of sufficient size to handle the drainage needs as other outfalls started to fail. Mr. Reedy answered in the affirmative. The 77th Avenue area is a low spot; therefore is a challenge. The time around high tide is difficult, but if they increase the pipe sizes performance will be improved during the other hours and will compensate.

Commissioner Coward asked about the easements that would be necessary. Mr. Reedy explained what would be necessary.

Mayor Minning asked what the design storm was. Mr. Reedy explained what it was based on.

Mr. Reedy then continued with his presentation explaining the cost estimates. Mayor Minning asked if the \$15,000 already spent was included in the estimate for 77th Avenue. Mr. Reedy answered in the affirmative.

Commissioner Coward asked if the difference in the costs would be our cost, or included matching funds. Mr. Reedy explained that their cost would be 50% of the costs. He explained that with SWFMWD approving the plans there would be a good chance of getting the funds so long as funding is available. Mayor Minning stated that he would hate to spend the money and get part way through it and then not get the funding. Mr. Reedy explained the benefits to SWFMWD approving the funding for the project.

Commissioner Bildz stated that a 48" pipe sounded very large and asked if a 48" pipe would be easier to clean. Mr. Murphy answered in the affirmative and gave an example of a problem they had with a smaller diameter pipe. Commissioner Bildz asked if people would be able to walk into the pipe on the bay side, or would it have some sort of grill. Mr. Reedy explained that they have placed grates on the pipes to prevent manatees from going into the pipes. Commissioner Bildz asked if they would be coming in contact with other things in the streets like utilities. Mr. Murphy answered in the affirmative and stated that they will work with the utilities on this. Commissioner Bildz asked about plugging the old outflows. Mr. Murphy stated that we should hold onto them as long as possible. Commissioner Bildz clarified that the proposed phase 1 is from 78th Avenue to Blind Pass. He asked how much disruption in the street there would be. Mr. Murphy stated that it would be significant, and they would leave as much access as they could.

This item will move forward to the next meeting agenda.

9. Discussion, Animated Signs (Requested by Commissioner Bildz)

Commissioner Bildz explained that he was asked to bring this up by Clyde Smith from the Bilmar. He read an excerpt from the City's code. He stated that he agrees with the intent of the ordinance, but feels that one minute is a long time. He feels that 15 or 20 seconds is more in line with today's world, and he would like to see this go to the LPA for a change.

Commissioner Coward clarified that what he was saying was that one minute was too long. It was agreed to put an item on the next meeting agenda with a resolution to forward this to the LPA. Mayor Minning stated that several hotels have these types of signs and they have never been a problem.

Ms. Reiter stated that the Bilmar has been very accommodating to both the city and the Chamber in advertising their events, and she hopes that will be taken into consideration.

10. Discussion, Granting the Chamber of Commerce Free Use of the City Banner For Their Taste of Treasure Island Event (Requested by Commissioner Collins)

Ms. Reiter urged everyone to attend the Taste of Treasure Island event. She then stated that nobody has ever paid to use the banner. The City is a member of the Chamber, so she is asking that free use be an in-kind donation. She had the banner done a week ago, but scheduling conflicts delayed the installation of the banner. Since it could not be displayed for the full fourteen days she requested that it be installed at no charge.

Mr. Silverboard stated that the reason for the fee is for the city to be reimbursed for the expense of installing and uninstalling the banner. This is not a co-sponsored event. It is solely a Chamber event. He understands how difficult it may be to say no to requests like this, but he have to recognize that things have changed. He recommends that we keep the

fee. It is nominal and keeps the taxpayers from having to absorb the cost of getting the banner installed.

Commissioner Coward stated that the taxpayers are all of us and feels that the taxpayers are being nickel and dimed. She feels that \$250 is nothing and we should waive it.

Commissioner Bildz stated that the cost has nothing to do with how many days the banner is up. He agrees with the City Manager that we can't keep giving things away.

Ms. Reiter stated that she and Ms. Hayduke spend about half their time trying to get in-kind donations for the various functions. This is for the benefit of the businesses that signed up to participate.

Commissioner Caldwell stated that she has mixed feelings on this. There is a system, and a fee, but it is admirable to assist the Chamber. There is a cost to this, so she understands why citizens may not want to pay for this. She asked for clarification as to whether the banner has been paid for in the past for an event that is not co-sponsored. Mr. Silverboard explained that it was correct that it had not. Typically the events are co-sponsored. The fee is for events that are outside the City sponsorship.

Ms. Reiter stated that the city gave them free use of the community center and waived the parking, so she was requesting this be donated as well.

Commissioner Coward asked if all of the participants were Treasure Island businesses. Ms. Reiter stated that all but one of them was.

Mayor Minning stated that he would be supportive of donating the cost of the banner. Commissioner Caldwell stated that she can support waiving this, but done it with reservations. She has concerns about the future. The city has waived parking fees and other things, so the city is already supporting this venture. She would like to err on the side of caution for the future in going down this path.

It was agreed to waive the fee for the use of the banner.

II. OLD BUSINESS:

Commissioner Bildz asked when the Sunset Beach parking signs would be installed. Mr. Silverboard stated that he doesn't have a date, but it will be shortly.

III. CITY MANAGER/CITY ATTORNEY REPORTS AND COMMENTS:

Mr. Silverboard gave an update on the power line going across the bay. Progress Energy has asked for an easement across city hall property for a new line that would hook in to a service location on 112th Avenue. The route would come down Causeway Blvd., then 108th and across our property. They have been unable to obtain the easement. With the bascule bridge we have a force main on the south side of the bridge. We are in the process of having it inspected to determine what its remaining useful life is. Their preferred option is to place the power line on that same side. We want to insure that if our force main needs to be replaced within the next ten years that we retain the preferred corridor for our line to go in and that Progress Energy locate their line in such a manner that it would not impede our line or make it cost additional funds for our line to be installed. They agree with that. There would be a subaqueous bore under the

bascule bridge to a depth of 90 feet. Currently there is a Bighthouse line at the 90 foot level. The city is interested in obtaining the next core down for a pipe that might have to go in sometime in the future. Progress Energy would put in a tunnel to put in one or two pipes to carry their transmission line. We talked about options such as putting in a bore that would accommodate our line as well as two pipes for their line. The cost for that is about \$800,000 just to accommodate our line, which they asked for us to pick up the cost of. Because we don't know what the condition of the existing line is, it isn't feasible for us to pay for something that we may not need to do for many years. That is, however, a savings for us to have Progress Energy pay for engineering and the like. We would be paying our proportionate share for the pipeline. They discussed a number of options. They are going to look at those options and meet soon. It is in our interest to ensure that they are able to get their line in so that they can ensure reliable service to our residents. We don't have this issue for the other bridges. They will bore an upland bore for the remainder of the causeway. They plan on bringing that line all the way down 108th Avenue to Gulf Boulevard then to 112th Avenue. We don't know yet if the work on Gulf Boulevard can be done as a bore or will have to do some trenching. We did point out that our businesses will be concerned about retaining their accesses to their businesses. They hope to have this finished by November. Their approval of the subaqueous contract tonight will get this started soon.

Commissioner Bildz asked if the pipe was found to be good for fifty years would we want to put another one in with Progress Energy at this time. Mr. Silverboard stated that we would only do it if we were able to do it for the cost of the pipe, unless it was near term, then we would have to consider helping to pay the cost of putting the pipe in.

IV. REPORTS & COMMENTS BY COMMISSIONERS:

Commissioner Coward stated that there was a situation last week with the company that was taking out the trees rerouted traffic and caused damage. She asked Mr. Silverboard to explain. Mr. Silverboard explained that the company hired subcontractors to take out the last few trees. They hit a power line which caused outages and damages. We contacted the company and told them that they would be responsible for paying for the damages. The people have been in contact with the insurance company and the damage will be paid for. The damage in front of the Villages and other properties will be repaired as well, which will be the responsibility of the contractor.

Commissioner Bildz announced that the Suncoast League of Cities conference will be held in St. Petersburg on May 21st and 22nd. There will also be a special youth seminar.

Commissioner Bildz announced that the Sunset Beach Civic Association will be holding its annual BBQ on April 15th. Tickets can be purchased through the Civic Association.

Mayor Minning reported on the BIG-C meeting that was held last week. There was a presentation by County Property Appraiser Pam Dubov, who told them to expect about a 10% decrease in tax revenues.

Mayor Minning reported that the permit has been issued for the beach renourishment and is on schedule to start in May. They will start at Sunshine Beach and work its way south to Sunset Beach. The source of sand for our renourishment is John's Pass. We will need to get in orders for beach vegetation. Commissioner Bildz commented that a lot of plants have been washed away on Sunset Beach.

Mayor Minning reported that Sunday, June 27th will be the Gulf Beaches Appreciation Day for the Tampa Bay Rays. There is a \$35 fee for the tickets, which are available at the Chamber of Commerce.

Mayor Minning thanked city staff for their work on Sunset Beach for the spring crowds. Staff has done a good job of keeping the beach clean and the crowds in order.

IV. PUBLIC COMMENTS:

Mary Daughtry stated that they were encouraged to call the police department when there have been problems with parking at Sunset Beach. She has had to call twice. The parking enforcement person showed up within a half hour and ticketed the vehicle that was blocking passage, but did not have the vehicle towed. She has called Chief Casey and not received return phone calls. They have been encouraged to call but are not getting resolution. This is a safety issue. If they need to do something else then they need to do it. If there isn't enough staff in our police department then they need to bring in the Sheriff's Department. This is a safety issue.

Mayor Minning asked Mr. Silverboard to check into this. Mr. Silverboard stated that he will speak with Chief Casey.

Commissioner Bildz commented that cars can be ticketed more than once if they are in violation for a length of time. They need to get the one side of the street parking going. Ms. Daughtry stated that the time that she called they were on one side of the street and the street was still blocked. She feels there will still be issues depending on how the cars are parked.

VI. ADJOURNMENT:

The workshop was adjourned by Mayor Minning at 9:28 p.m.