

## **2024 BOARD OF COMMISSIONERS MEETINGS - ACTION SUMMARY (January 2024 – May 2024)**

### **BOARD OF COMMISSIONERS ATTENDANCE**

- January 10, 2024, BOC Regular Meeting – All present
- January 24, 2024, BOC Regular Workshop – All present
- February 14, 2024, BOC Regular Meeting – All present
- February 28, 2024, BOC Special Meeting - All present
- February 28, 2024, BOC Regular Workshop - All present
- March 13, 2024, BOC Regular Meeting – All present
- March 27, 2024, BOC Special Meeting – Mayor absent
- March 27, 2024, BOC Regular Workshop – Mayor absent
- April 10, 2024, BOC Regular Meeting – All present
- April 24, 2024, BOC Budget Workshop – Vice Mayor Brooks and Commissioner Tagliarini absent
- April 24, 2024, BOC Regular Workshop – Vice Mayor Brooks absent
- May 8, 2024, BOC Regular Meeting – All present
- May 22, 2024, BOC Budget Workshop- Commissioner Tagliarini absent
- May 22, 2024, BOC Regular Workshop – All present

### **PRESENTATIONS**

#### January 10, 2024, BOC Regular Meeting

- Gulf Beaches Public Library Board Update & Upcoming Special Events – Helen Price, Library Board Trustee

#### January 24, 2024, BOC Regular Workshop Meeting

- Introduction of New Hires in the Fire Department
- Fire Crew of the Year, 2024
- Fire Inspector Reclassification to Fire Marshal
- Fire Lieutenant Promotion
- Brian Lowack, President/CEO, Visit St. Pete/Clearwater

#### February 14, 2024, BOC Regular Meeting

- Gulf Beaches Rotary Contribution – Presented by members of the Gulf Beaches Rotary Club

#### March 13, 2024, BOC Regular Meeting

- TI/MB Chamber of Commerce 2023 Community Partner of the Year

#### April 10, 2024, BOC Regular Meeting

- FY 2023 Annual Comprehensive Financial Report (ACFR) – Zach Chalifour, Partner with James & Co., P. L.

### **PROCLAMATIONS**

January 10, 2024, BOC Regular Meeting

- Certified Registered Nurse Anesthetist Week; January 21-27-2024

May 8, 2024, BOC Regular Meeting

- Proclamation: National Safe Boating Week; May 18 – 24, 2024
- Proclamation: 55<sup>th</sup> Annual Municipal Clerks Week; May 5 – 11, 2024
- Proclamation: National Public Works Week; May 19 – 25, 2024

**BOARD OF COMMISSIONERS MEETING MINUTES**

January 10, 2024, BOC Regular Meeting

- 2023-12-13, BOC Regular Meeting Minutes – *Approved 5-0*

February 14, 2024, BOC Regular Meeting

- 2024-01-10, BOC Regular Meeting Minutes – *Approved 5-0*
- 2024-01-24, BOC Regular Workshop Meeting Minutes – *Approved 5-0*

March 13, 2024, BOC Regular Meeting

- 2024-02-14, BOC Regular Meeting Minutes – *Approved 5-0*
- 2024-02-28, BOC Special Meeting Minutes – *Approved 5-0*
- 2024-02-28, BOC Regular Workshop Meeting Minutes – *Approved 5-0*

April 10, 2024, BOC Regular Meeting

- 2024-03-13, BOC Regular Meeting Minutes – *Approved 5-0*
- 2024-03-27, BOC Special Meeting Minutes – *Approved 5-0*
- 2024-03-27, BOC Regular Workshop Meeting Minutes – *Approved 5-0*

May 8, 2024, BOC Regular Meeting

- 2024-04-10, BOC Regular Meeting Minutes – *Approved 5-0*
- 2024-04-24, BOC Budget Workshop Meeting Minutes – *Approved 5-0*
- 2024-04-24, BOC Regular Workshop Meeting Minutes – *Approved 5-0*

**PUBLIC HEARINGS – ORDINANCES**

January 10, 2024, BOC Regular Meeting

- Ordinance 2023-21, Dune Protection and Beach Debris – 2<sup>nd</sup> Reading and Public Hearing – *Approved 5-0*
- Ordinance 2023-33, Amendment to Capital Improvement Element of the Comprehensive Plan – 2<sup>nd</sup> Reading & Public Hearing – *Approved 5-0*
- Ordinance 2024-01, Calling the March 19, 2024 Municipal Election – 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*

February 14, 2024, BOC Regular Meeting

- Ordinance 2024-01, Calling the March 19, 2024 Municipal Election – 2<sup>nd</sup> Reading & Public Hearing – *Approved 5-0*
- Ordinance 2024-03, An ordinance adopting a code provision regarding parking meter

overtime and failure to pay provisions - 1st Reading & Public Hearing – *Approved 5-0*

#### March 13, 2024, BOC Regular Meeting

- Ordinance 2023-01, John's Pass Village Activity Center Plan – 2nd Reading and Public Hearing – The vote amended Ordinance 2023-01 to lower the bonus maximum in the Commercial Core from 100 to 87 UPA and the John's Pass Resort from 100 to 75 UPA - *Approved amendment 4-1 (Mayor against)*
- Ordinance 2023-02, Amending FLUM to add John's Pass Village Activity Center – 2nd Reading and Public Hearing – *Approved 4-1 (Mayor against)*
- Ordinance 2024-02, Open Accessory Structures – 1st Reading & Public Hearing – *postponed 1st Reading and Public Hearing of Ordinance 2024-02 to the April 10, 2024, BOC regular meeting and discuss it at the March 27, 2024, BOC workshop meeting.*
- Ordinance 2024-03, An Ordinance adopting a code provision regarding parking meter overtime and failure to pay provisions – 2nd Reading and Public Hearing – *Approved 5-0*

#### April 10, 2024, BOC Regular Meeting

- Ordinance 2024-04, Amendment to Code - Special Magistrate Code – Code Enforcement – 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*
- Ordinance 2024-06, Amendment to Code - Special Magistrate – Compensation – 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*
- Ordinance 2024-05, Amendment to Fees & Collections Procedure Manual – 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*

#### May 8, 2024, BOC Regular Meeting

- Ordinance 2024-04, Special Magistrate – Code Enforcement – 2nd Reading and Public Hearing - *Approved 5-0*
- Ordinance 2024-06, Special Magistrate Compensation – 2nd Reading and Public Hearing – *Approved 5-0*
- Ordinance 2024-05, Fees & Collection Procedures Manual FY 2024 Update – 2nd Reading & Public Hearing – *Approved 5-0*
- Ordinance 2024-02 Open Accessory Structures – 1st Reading and Public Hearing – *Approved 5-0*

### **PUBLIC HEARINGS – ALCOHOLIC BEVERAGE LICENSE APPLICATIONS**

#### February 14, 2024, BOC Regular Meeting

- (2COP) Alcoholic Beverage License Application# 2024-01 Osaka Japanese and Thai Restaurant of Madeira Beach – *Approved 5-0*

#### April 10, 2024, BOC Regular Meeting

- ABP 2024-02 Dockside Dave's Restaurant – *Approved 5-0*

#### May 8, 2024, BOC Regular Meeting

- ABP 2024-03 Sip & Scoop – *Approved 5-0 with the condition that a bike rack with at least three stalls be added on the premises*

### **CONTRACTS/AGREEMENTS**

#### January 10, 2024, BOC Regular Meeting

- FY'24 Capital Garbage Truck Lease Approval – *Approved 4-1 (Vice Mayor Kerr against)*
- RFP# 2023-09, Patriot Park Dock Replacement Bid Acceptance and Approval – *Approved 5-0*

#### February 14, 2024, BOC Regular Meeting

- Field Internship Agreement with SPC – *Approved 5-0*
- RFP 2023-11, Digital Information Sign Purchase – *Approved 5-0*
- Purchase 2023 Chevy Silverado 5500 Regular Cab 2WD – *Approved 5-0*
- Fireworks Agreement – *Approved 5-0*

#### March 13, 2024, BOC Regular Meeting

- Code Enforcement/Satellite Office – *Motioned to allow staff to negotiate an agreement with Mali Corp. to construct the code enforcement office space – Approved 5-0*
- Approve Agreement with Network People for Security Focused Information Technology Support and Consulting Services - *Approved 5-0*
- RFQ 23-12, Planning Services to Create and Implement a New City Master Plan – *Motioned to proceed with Kimley-Horn for RFQ 23-12, Planning Services to create and implement a New City Master Plan Approved 5-0*
- ADA Bus Purchase – *Approved 5-0*
- Easement Agreement for Condo A Company, LLC – *Approved 5-0*

#### April 10, 2024, BOC Regular Meeting

- Code Enforcement/Satellite Office – Item moved to the May 8, 2024 BOC Regular Meeting
- RFQ 23-12, Planning Services to Create and Implement a New City Master Plan – *Motioned to approve the Consulting and Design Services Agreement and the Scope of Services with Kimley-Horn for RFQ 23-12 - Approved 5-0*
- ITB 2023-14 Coastal Groin Restoration Approval - *Motioned to approve contract with Speeler Co. to complete the Coastal Groin Restoration Project – Approved 5-0*
- Approval to surplus of #33 (2016 Peterbuilt rear load packer), #37 (2017 Peterbuilt rear load packer), and trade in #23 (2023 Kenworth T880 with a 32 CY rear load packer) and purchase a 2024 truck (Battle Motor with a Pac tech body) – *Approved 5-0*
- Engagement Letter for Magistrate Services with Bart Valdes (current Special Magistrate) for a term of one year – *Approved 5-0*

#### May 8, 2024, BOC Regular Meeting

- Redington EMS Station Funding Agreement – *Approved 5-0*
- Approve Agreement with Mali Contracting Corp. to construct Code Enforcement/Satellite Office – *Approved 5-0*

## **RESOLUTIONS**

#### March 13, 2024, BOC Regular Meeting

- Resolution 2024-01, 2023 Statewide Mutual Aid Agreement – *Approved 5-0*

#### April 10, 2024, BOC Regular Meeting

- Resolution 2024-02, Board of Commissioners Policy Handbook – *Approved 3-2, excluding rotation of roll call votes (Vice Mayor Brooks and Commissioner Tagliarini against)*

#### May 8, 2024, BOC Regular Meeting

- Resolution 2024-03, FY 2024 Budget Amendment #2 – *Approved 5-0*

### **REPORTS/CORRESPONDENCE – ELECTED OFFICIALS & CHARTER OFFICERS**

#### January 10, 2024, BOC Regular Meeting

- City Clerk Report – January 2024

#### February 14, 2024, BOC Regular Meeting

- City Attorney – Updates: Schooner Litigation (Burke versus the City of Madeira Beach); William Gay versus Hendricks, Andrews, Hodges, and Price; and Fire Station Litigation
- City Clerk's Report – February 2024
- City Manager's Report – December 2023 and January 2024

#### March 13, 2024, BOC Regular Meeting

- City Clerk's Report – March 2024
- City Manager's Report – February 2024

#### April 10, 2024, BOC Regular Meeting

- City Attorney – Reminded the Board that he issued two memos this month. One on the end of the legislative session and the other related to a Supreme Court case about the use of social media
- City Clerk's Report – April 2024
- City Manager – reminded everyone of upcoming events

#### May 8, 2024, BOC Regular Meeting

- Board of Commissioners – 2024 BOC Meeting Calendar - The September 25, 2024, BOC Special Meeting was changed to Monday, September 30, 2024, at 5:45 p.m. for the 2nd Reading and Public Hearing to adopt the FY 2025 Millage Rate and Budget Ordinances. The Regular Workshop would be at 6:00 p.m. the same day. The October 9, 2024, Regular Meeting was changed to Monday, October 14, 2024, at 6:00 p.m. Commissioner Tagliarini said he did not have his work schedule but will give plenty of notice of any changes.
- City Clerk's Report – May 2024
- The City Manager reminded everyone that the next Budget Workshop meeting will be on Wednesday, May 22, 2024, at 4:00 p.m., followed by the BOC Regular Workshop meeting at 6:00 p.m. He reported there will be a beach cleanup with the Trash Turtles on May 18, 2024, from 7:30 a.m. until 10:30 a.m. at Archibald Park, followed by a life vest giveaway from 10:00 a.m. until noon. The Beach Groin project began Monday, May 13<sup>th</sup>. The Clearwater Marine Aquarium is ensuring the turtle nests will not be disturbed. Mayor Rostek asked for more participation in the Trash Pirates cleanups.

### **WORKSHOP AGENDA SETTING FOR UPCOMING WORKSHOP**

January 10, 2024, BOC Regular Meeting (January 24, 2024, BOC Regular Workshop)

- Live-aboards Boats Anchoring
- Update on Stuart Park Resident Parking
- Update on Fitness Center
- JPV Zoning

February 14, 2024, BOC Regular Meeting (February 28, 2024, BOC Regular Workshop)

- Purchase Kubota Mini Excavator
- City Hall Satellite Office
- RFI 2023-14 Coastal Groin Restoration bid discussion
- JPV Activity Center and Zoning
- TBBCC Check Presentation
- Master Plan
- Roles and Responsibilities as Commission Members

March 13, 2024, BOC Regular Meeting (March 27, 2024, BOC Regular Workshop)

- JPV Zoning
- CRS and LMS
- Master Plan
- Board of Commissioners Policy Handbook – Review for changes
- RFP 2024-02 City Facility Cleaning Services bid discussion
- RFP 2023-14 Coastal Groin Restoration bid discussion
- Residential Parking discussion
- Ordinance 2024-02, Open Accessory Structures
- Ordinance 2024-04, Special Magistrate Provisions Relating to Code Enforcement
- Ordinance 2024-06, Special Magistrate Provisions Relating to Variances and Special Exceptions
- Special Magistrate Agreement Approval
- Ordinance 2024-05, Amend Fees and Collections Procedure Manual
- Bicentennial Park

April 10, 2024, BOC Regular Meeting (April 24, 2024, BOC Regular Workshop)

- Ordinance 2024-02 Accessory Structures
- Bicentennial Park Usage
- Residential Parking
- Beach Chairs/Umbrellas on Sand in front of Caddy's Restaurant
- Redington Beaches EMS Station Funding Agreement
- Updates to Fence Code G. John's Pass Village Zoning
- Additional Homestead Rights
- City Marina Development

May 8, 2024, BOC Regular Meeting (May 22, 2024, BOC Regular Meeting)

- City Manager's Employment Agreement – 2nd Amendment
- John's Pass Village Zoning

- Parking Garage Update
- Bicentennial Park
- Beach Chairs/Umbrellas on Sand in front of Caddy's Restaurant
- FY 2025 Gulf Beaches Public Library Budget
- Noise Ordinance
- HR, Classification, Compensation Study
- IAFF Collective Bargaining Agreement
- Consider hiring a Grant Writer on an as-needed basis

## **BOC WORKSHOP MEETINGS**

### January 24, 2024, BOC Regular Workshop Meeting

- Boats, Live-aboards and Anchoring
- FEMA/City Participation in Mitigation Restoration/Flooding Prevention Programs - Consensus to move forward.
- Board of Commissioners to schedule a Special Meeting in March following the March 19, 2024 Municipal Election and Certification of Election Results: Reporting the Election Results of the Charter Amendment and Induction into Office - Ray Kerr and David Tagliarini to serve a new two-year term as District Commissioner – The Special Meeting was scheduled for 5:30 p.m., Wednesday, March 27, 2024.
- John's Pass Village Activity Center Zoning - The Board asked the presenters to identify and include the structures with high densities in John's Pass Village in their next presentation.
- RFP 2023-11 Digital Information Sign – Consensus to move forward
- Kitty Stuart Park Parking Lot Overview: Financial Status, Increased Utilization, and User Engagement – Consensus to continue with the trial
- Refuse Collection Contracted Service Analysis – Consensus not to outsource the garbage collection at this time
- Fitness Center - Consensus to bring back the yearly cost to continue with the open registration.
- City Sponsored Fireworks - Consensus to bring a contract with proposed dates back to the next regular meeting for approval

### February 28, 2024, BOC Regular Workshop

- BOC Roles & Responsibilities
- Code Enforcement/Satellite Office - Consensus to move forward with the project
- City of Madeira Beach Master Plan – Presented by Kimley-Horn
- John's Pass Village Activity Center Plan and Zoning
- Statewide Mutual Aid Agreement – 2023
- Redington Emergency Services Building Update
- ADA Bus Purchase
- City Attorney Trask gave an update on William Gay versus Hendricks, Andrews, Hodges, and Price

### March 27, 2024, BOC Regular Workshop

- Board of Commissioners Policy Handbook – Review for Changes

- Engagement Letter to Serve as Special Magistrate for the City of Madeira Beach - Consensus to move forward
- Ordinance 2024-04, Special Magistrate – Code Enforcement – Consensus to move forward
- Ordinance 2024-06, Special Magistrate – Approval Process for Compensation Rate - Consensus to move forward
- Kimley-Horn Madeira Beach Master Plan Scope of Services Draft – Consensus to move forward.
- Local Mitigation Strategy (LMS) and Community Rating System (CRS) Update
- Ordinance 2024-02, Open Accessory Structures – Postponed to next workshop meeting
- John’s Pass Village Activity Zoning Workshops
- Ordinance 2024-05, Fees & Collection Procedures Manual FY 2024 Proposed Update – Consensus to move forward to regular meeting for a vote
- Approval to Surplus & Purchase a Truck – Consensus to proceed with the trade-in and purchase
- ITB 2023-14 Coastal Groin Restoration Approval - Consensus to move forward with Speeler Co. for the groin restoration project

#### April 10, 2024, BOC Regular Workshop

- City Marina – Future Usage – Discussed ways to improve the City Marina
- Homestead Exemption, Property Tax Changes – Consensus for Commissioner Kerr to begin drafting a letter to be sent to Senator DiCeglie, Representative Cheney, and Lobbyist RJ Myers
- RFP 2024-01 HR, Classification, Compensation Plans Study - Consensus for the City Manager to negotiate an agreement with the Gehring Group.
- Redington EMS Station Funding Agreement - Consensus of the Board was to move forward with the agreement
- John’s Pass Village Activity Center Zoning Workshop - Consensus to schedule a Special Meeting for a walking tour of John’s Pass Village
- Ordinance 2024-02, Open Accessory Structures - Consensus to make the maximum height in residential areas 14 feet and 20 feet for commercial properties. Planning staff directed to look at the noise ordinance and bring it back at a future workshop.
- Potential Fence Code Amendments - Staff proposed adding a non-conforming section to the Code. All fences would have to meet the current Fence Code, there would be no non-conforming allowances.
- Parking – Residential - Consensus to add the measurements the Parking Department was using. The revision would be brought back for First Reading at a future meeting.
- Trash Collection – Residential – Discussed how the level of service decreased. Director Wepfer said if they outsourced sanitation, she would not be able to use her staff in a different department unless positions were created. She is almost fully staffed with one vacancy.

#### May 22, 2024, BOC Regular Workshop

- Bicentennial Park Usage
- City Manager Employment Agreement – 2nd Amendment - The City Manager said the City has an agreement with the Pinellas County School District to utilize and maintain Bicentennial Park, which is located on the east side of the Causeway. Any changes to the agreement would require the School District's approval.
- City Manager Employment Agreement – 2nd Amendment - The Board discussed a four-year extension with four additional leave days and would discuss a salary increase every May.



- Gulf Beaches Public Library FY 2025 Budget - Helen “Happy” Price, Gulf Beaches Public Library Vice Chairperson, gave an update on the FY 2025 budget. They proposed an increase of 1.04% from last year.
- Parking Hourly Rate Discussion - The consensus of the Board was to bring the ordinance for the increase back for first reading at the August meeting and second reading at the September meeting.
- RFP 2024-01 HR, Classification, and Compensation Plans Study - Jerry Cantrell, Civil Service Commission Chair, gave a PowerPoint presentation explaining the need for a new Compensation Study. The Gehring Group will be doing a complete study. For an additional \$10,000, they would include a review of job descriptions. The total cost is \$37,640. The City Manager said \$50,000 was budgeted for the study, and they would not need to borrow money from other funds.
- Impact Fees – Residential - Jerry Murphy, University of Florida and Planning Consultant to the City, explained that the way the Comprehensive Plan was established, they needed to have both commercial and residential impact fees. They would need to amend the Comprehensive Plan and show that residential growth has no impact on the community. There may be other options to look at. The consensus of the Board was to have the City Manager meet with the City Attorney and Community Development to decide the best course of action and bring it back to the Board.
- Chairs/Umbrellas on Sand at Caddy’s Restaurant on Gulf Blvd. - The item was removed from the agenda.
- Noise Ordinance – Community Development Director Jenny Rowan said they were asked to include provisions in the ordinance that would address complaints about noise from accessory structures and special events. A subsection in Section 34-87 for mechanical machinery to include noise-dampening methods would be an option. Tom Edwards, District One, suggested putting a provision in the ordinance that would allow a citizen to object to a permit like the City of St. Petersburg has. He encouraged the Board to look at it.
- John’s Pass Village Activity Center Zoning - Director Rowen discussed the item and said a summary of the public workshops is on pages 229-230 of the agenda packet.
- IAFF Local 4966 Collective Bargaining Agreement Oct 2024 – Sept 2027 - The City Manager said the estimated fiscal impact for the first year is about \$200,000.
- Gulf Blvd Undergrounding City Easement Approval - Director Wepfer requested the Board’s approval for three easements for the final phase of the Gulf Blvd. Utility Underground project. The easements allow Duke Energy to place its equipment on the City’s parcels rather than the FDOT right-of-way. The consensus of the Board was to bring it back to the next regular meeting for approval.
- Concession Stand and Enclosed Building Schematic Proposal - Director Hatch explained the item and asked for approval to move forward with the proposal provided by Colliers Engineering & Design, Inc., which is currently under contract with the City. Any grant writing will be done by them. Director Hatch will bring back the cost estimates and the source of funding.

## **BOC SPECIAL MEETINGS**

### February 28, 2024, BOC Special Meeting (for a shade meeting)

- City of Madeira Beach vs. Wannemacher Jensen Architects, Inc. and Hennessy Construction Services Corp., Case #23-7114-CI, Circuit Court of the Sixth Judicial Circuit in and for Pinellas County, Florida.

## BOC BUDGET WORKSHOPS

- April 10, 2024, BOC Budget Workshop #1
- May 22, 2024, BOC Budget Workshop #2

## MUNICIPAL ELECTION ITEMS

### March 27, 2024, BOC Special Meeting

- March 19, 2024 Municipal Election – Reported the Unofficial Election Results – City of Madeira Beach to change the Candidate Qualifying Period to the first full week in December instead of the first two full weeks in December – ***Failed 429/236 Votes***
- Induction Into Office – Newly Elected Members of the Board of Commissioners – David Tagliarini, District Commissioner 1 and Ray Kerr, District Commissioner 2

### April 10, 2024, BOC Regular Meeting

- March 19, 2024 Municipal Election – Reported the Certified Final Election Results – City of Madeira Beach to change the Candidate Qualifying Period to the first full week in December instead of the first two full weeks in December – ***Failed 429/236 Votes***
- Vice Mayor – Commissioner Brooks appointed to serve as the Vice Mayor for a one-year term.

## LETTER OF SUPPORT ITEMS

### February 14, 2024, BOC Regular Meeting

- Tampa Bay Coastal Master Plan Letter of Support from the City of Madeira Beach Mayor, James “Jim” Rostek – ***Approved 5-0***

## ITEMS NOT LISTED ON MEETING AGENDA

### April 10, 2024, BOC Regular Meeting

- The Board consented to Commissioner Kerr meeting with RJ Myers of Shumaker Advisors (Lobbyist) to get his feedback on advocating for additional Homestead rights. The topic would be put on the next workshop agenda.