



MINUTES

BOARD OF COMMISSIONERS REGULAR WORKSHOP MEETING JULY 22, 2020 6:00 P.M.

A regular workshop meeting of the City of Madeira Beach Board of Commissioners was held at 6:00 p.m. on July 22, 2020 in the Patricia Shontz Commission Chambers at City Hall, located at 300 Municipal Drive, Madeira Beach, Florida.

MEMBERS PRESENT: John B. Hendricks, Mayor
Doug Andrews, Vice Mayor/Commissioner District 3
Helen "Happy" Price, Commissioner District 1
Nancy Hodges, Commissioner District 2
John Douthirt, Commissioner District 4 (via telephone)

MEMBERS ABSENT:

CITY STAFF PRESENT: Robert Daniels, City Manager
Clara VanBlargan, City Clerk
Patty Kordis, Deputy Clerk
Thomas Trask, City Attorney

1. CALL TO ORDER

Mayor Hendricks called the meeting to order at 6:00 p.m.

2. ROLL CALL

City Clerk Clara VanBlargan called the roll.

3. PUBLIC COMMENT

Mayor Hendricks opened to public comment.

Tom Edwards, protected address, read the regulations from the Department of Environmental Protection Agency on sea grape trimming guidelines. He suggested the City to consider budgeting money to trim the sea grapes around the walkovers to the beach and ones blocking the views of the Gulf of Mexico.

Robert Preston, 425 S. Bayshore Drive, said he did not see additional software funds in the Finance budget to improve the efficiency of the department and questioned the amount of money allocated for travel and training for the Marina.

Pam Rasmussen, 567 Normandy Road, said committees are created, meetings scheduled, and a majority of members do not show up. Some committees are counterproductive and slow processes within the City down. It may be better to dissolve some of these committees to save staff and citizens time.

Vice Mayor Andrews asked if he could add discussion of current committees to the agenda. The Board consented.

Mayor Hendricks opened to public comment. There were no public comments.

4. TOPIC FOR DISCUSSION

A. Committees of the City

This item was added to the Agenda by Vice Mayor Andrews.

Vice Mayor Andrews said, after listening to Ms. Rasmussen, the Board should consider dissolving some of the committees. The Budget Review Committee, the Bid Review Committee, and the Charter Review Committee were the three suggested. After discussion by the Board, the item will be added to the next regular meeting agenda.

B. Establish a schedule for Town Hall meetings – *Board of Commissioners*

Mayor Hendricks opened to public comment. There were no public comments.

Commissioner Price asked when Planning Consultant Jerry Murphy would be presenting the study on transportation impact fees.

Community Development Director Linda Portal suggested a joint community meeting on August 12th with Mr. Murphy to present a draft of the transportation impact fees to the Board of Commissioners. The item was added to the August 5th BOC regular meeting agenda.

After discussion by the Board, two town hall meetings were scheduled for September 16 and October 7, 2020 to discuss the charter amendments that will be on the November 3, 2020, General Municipal Election Ballot.

Mayor Hendricks opened to public comment. There were no public comments.

C. Major community events (Seafood Festival, Old Salts Fishing Tournaments, Veteran's Boat Parade) – *Vice Mayor Andrews*

Vice Mayor Andrews welcomed several event coordinators to the workshop, he inquired how Covid-19 had affected the events and what was in store for the future.

Amy Verdensky, Old Salts Fishing Tournaments, said they would like to get with the City to review a new contract in the next six months. Since the pandemic, they have not been able to hold fundraising events and have not scheduled any fishing tournaments for the fall. She said there may be a possibility of a virtual tournament. They will need some help from the City when future events can get underway.

Pam Rasmussen, Veteran's Boat Parade, said the boat parade is scheduled for the weekend after Veterans Day. She said they are struggling with the pandemic, it is difficult to raise money for the Veterans, and they are also struggling with sponsors and donations.

Recreation Director Jay Hatch said the Seafood Festival would be moving from October to January 22nd, 23rd, and 24th.

D. Review of City of Madeira Beach personnel Policy handbook and a discussion about the use of time clocks – Vice Mayor Andrews

Vice Mayor Andrews reviewed the item and clarified there would be a joint meeting on August 4th at 10:00 a.m. between the Board and the Civil Service Commission. He set ground rules for the meeting. Every one that is called to speak needs to speak freely, the meeting will be held in the Sunshine, and the Commission is the system of checks and balances. He asked for a consensus from the Board. The Board consented.

Commissioner Price asked Vice Mayor Andrews not to use this meeting to bring up issues from the past. She would like the meeting to go forward with the employee policies and correct procedures. The City needs to institute time clocks for every hourly employee.

City Manager Robert Daniels said the HR department has been researching different types of employee timekeepers. Human Resources Coordinator Karen Paulson said Sanitation, Public Works, Marina, and Recreation Center were using punch card time clocks. She is looking into geofencing time clocks phone apps to implement for the entire City.

Mayor Hendricks received confirmation that employees are paid bi-weekly. He asked how employees are compensated when there was a declared state of emergency. The City Manager said the answer falls in two places, the employee handbook, and the emergency operations manual. He said a better financial arrangement for compensating employees that come to work during an emergency would be to offer comp-time after a natural disaster.

Vice Mayor Andrews disagreed with how employees were paid during the pandemic. Commissioner Price said there would need to be a way to establish essential employees in a state of emergency and a policy in place for emergencies.

Interim Attorney Trask said to change the language in the emergency compensation manual and the employee handbook. Rod Eschenfelder, Labor Attorney, would assist rewriting the policy.

Mayor Hendricks opened to public comment.

Robert Preston, 425 S. Bayshore Drive, said he was recently appointed to the Civil Service Commission, and he would like to be the liaison between HR and the employees. He would be highly confidential to hear their thoughts about the employee handbook.

Tom Edward, protected address, said he would like the City to have a labor attorney at the August 4th meeting.

Pam Rasmussen, 567 Normandy Road, said she thought Mr. Preston had a great idea to be a liaison for employees. She thanked Vice Mayor Andrews for his passion for the employees and said she valued Commissioner Price's plan for the whole City to use time clocks. Ms. Rasmussen was a previous member of the Civil Service Commission. It has come to her attention that when employees are required to self-quarantine, they are using their personal and sick time. She recommended looking for government programs for the pandemic that could reimburse the City for their time to avoid a potential lawsuit.

The City Manager said the Fire Department tests employees that may have been in contact with someone that tested positive for COVID-19. If the employee is exposed off duty, they could get

tested. If it were positive, they would not be covered under worker's compensation. The results of the test are available in 15 minutes.

This item was moved from Items for Discussion H on the Agenda.

E. Invitation to Bid for IT Services or hire a full-time employee to perform the IT services - *Board of Commissioners*

Nick Freeman and Hunt Brand from the Network People gave a presentation on their information technology and security planning. They responded to questions and comments by the Board.

After discussion by the Board, Mayor Hendricks suggested putting the IT Service out for an RFP.

Mayor Hendricks opened to public comments.

Tom Edwards, protected address, said he was not in favor of having an internal IT person versus a company.

Robert Preston, 425 S Bayshore Drive, agreed with Mr. Edwards and was in favor of having a company for IT support.

F. Update on the progress of the complaint against Jonathan Evans (based on his negotiating with Riviera Beach while actively employed by Madeira Beach) - *Commissioner Price*

Commissioner Price asked the City Manager for an update on the complaint against Jonathan Evans. Mr. Evans was negotiating for a different position while employed in the City. The City Manager said there were two issues, the length of time commitment. Unless there are extenuating circumstances, he was expected to stay as an employee of the City for two years. The second issue was the negotiation. He contacted the International City/County Managers Association (ICMA), and they checked the record. He had been told Mr. Evans was sanctioned after he did self-reporting to the ICMA. He was not provided any information about it.

Commissioner Price asked the City Manager for a copy of the original letter that was written to the ICMA and any other information about the status of the complaint against former City Manager Evans. The City Manager said he could send a former letter to ICMA requesting a copy. The Board consented.

Mayor Hendricks opened to public comment. There were no public comments.

G. Updating Job Description for City Treasurer/Finance Director - *Board of Commissioners*

The City Manager said he rewrote a draft with the changes from the Commission for the City Treasurer/Financial Director job description and distributed a copy to the Board.

Commissioner Price said she would like to add to the job description for them to be able to work with the Munis system.

The City Manager asked the Board to review the draft and get back to him by Wednesday with any other changes.

Vice Mayor Andrews suggested keeping the Financial Consultant on board until after the budget process.

The Board consented to postpone hiring for the position at this time.

Mayor Hendricks opened to public comment. There were no public comments.

Robert Preston, 425 S. Bayshore Drive, said he had been impressed with the Financial Consultant.

H. Correction of Press Release regarding recent Marina Examination - Board of Commissioners

Commissioner Price said without answers to questions regarding the Auditor's initial report and more information, she was pleased with the way the article was written. The City Attorney reviewed the draft and she accepted every change he suggested. The media release will be an item added to the Consent Agenda at the next regular meeting.

Mayor Hendricks opened to public comment.

Tom Edwards, protected address, said it would be good if the City could get John Houser to come in and answer the questions about the audit. He was told Mr. Houser was not responding to the City Manager's requests. The City Manager also contacted CRI (Carr, Riggs & Ingram CPA's and Advisors). Still, they said it was too short of an invitation to come to this meeting.

I. Discussion and Amendment to Gulf Beaches Library Agreement - Board of Commissioners

This item was discussed at the BOC Budget Workshop meeting before this meeting.

J. Invitation to Bid for IT Services or hire a full-time employee to perform the IT services - Board of Commissioners

Mayor Hendricks moved this item C on the Agenda.

K. Review of the Madeira Beach ordinance which defines "accessory structure" and its interpretation - Commissioner Price

Commissioner Price asked to postpone this item until the workshop agenda setting in next month's meeting agenda.

- L. Suggestion by resident regarding litter & pocket parks of possible “volunteer group of Madeira Beach Block Ambassadors.” Having one volunteer rep who is responsible for one to two blocks; would welcome those that are on the beach, hand them a trash bag (imprinted with thank you for keeping Madeira Beach beautiful) - Commissioner Price**

Recreation Director Jay Hatch reviewed the item and answered questions and comments by the Board.

After discussion by the Board, Mayor Hendricks opened to public comment. There were no public comments.

- M. Report on the update of a Restaurant and High and Dry storage at the Marina - Jamie Ahrens, Public Works Director**

Public Works Director Jamie Ahrens reviewed the item and answered questions and comments by the Board. The Mayor asked if there was a report on the building at the Marina. Director Ahrens said he was researching if there were any plans and reports from previous years. The City Manager said he would reach out to Steve Kochick to see if he could help with the timeline of when and where to find the plans. Director Ahrens had not found anything from previous years. He did hire a consultant to give estimated pricing on storage capacity in the high & dry, public works building, and the restaurant footprint and the remaining availability for parking. They will be presenting the City with a business plan which would give a cost breakdown and what our estimated return on investment could be. Based on the report, the City could make an informed decision on whether to move forward with the project.

Mayor Hendricks said there had been inquiries by restaurants about the Marina location, and they are willing to pay for the construction of the restaurant. He asked about parking requirements.

Community Development Director Linda Portal said there are parking regulations for both on-site and off-site parking. They need to be within 300 feet of the restaurant.

Mayor Hendricks opened to public comment.

Tom Edwards, protected address, suggested finding out what type of footprint the restaurant would have, and that would help to know how much parking would be needed.

Robert Preston, 425 S Bayshore Drive, suggested making fewer spaces for trailer parking and make more car parking.

- N. Update on a 4-way stop sign at the intersection of 140th Avenue and N. Bayshore Drive - Jamie Ahrens, Public Works Director**

Public Works Director Jamie Ahrens reviewed the item and answered questions and comments by the Board.

Mayor Hendricks opened to public comment.

Robert Preston was in favor of this item and thanked the Board of Commissioners for addressing that issue.

O. Two traffic issues: (1) Possible placement of a left turn arrow on Madeira Way when turning south on Gulf Blvd; (2) Possible shortened crosswalk light at Madeira Way and 150th/Tom Stuart Causeway - *Jamie Ahrens, Public Works Director*

Public Works Director Jamie Ahrens reviewed the item and answered questions and comments by the Board.

Commissioner Price said she observed the time at the crosswalk light on Madeira Way and 150th/Tom Stuart Causeway, and it was less than a minute. She requested a dedicated left and a "No Right on Red" sign at the corner of Madeira to go on Gulf Boulevard.

Mayor Hendricks opened to public comment.

Tom Edwards, protected address, said there should be a flashing sign which says "No Right on Red" to protect pedestrians.

P. Approval of Structural Inspection of Johns Pass Boardwalk - *Jamie Ahrens, Public Works Director*

Director Ahrens reviewed the item and answered questions and comments by the Board.

Mayor Hendricks asked when new hardware is installed if it could be stainless steel.

Vice Mayor Andrews asked for clarification on the cost of the inspection and what is included.

Director Ahrens said the level of detail in the report would give more assurance in prioritizing the critical repairs.

Mayor Hendricks opened to public comment.

Robert Preston, 425 S. Bayshore Drive, said he was in favor of hiring an engineering company, and he would like the City to look for a grant to help fund the project.

Q. Award of Contract for ITB 20-05 HVAC Repair and Preventative Maintenance - *Jamie Ahrens, Public Works Director*

Director Ahrens reviewed the item and answered questions and comments by the Board.

Mayor Hendricks opened to public comment. There were no public comments.

The City Manager said according to Resolution 2020-09 the ninety days was going to expire for the sidewalk seating cafés and open containers. He asked if the Board would be in favor of renewing the resolution. He and the City Attorney could rewrite the resolution and bring it forward to the next meeting for approval. The Board consented.

5. ADJOURNMENT

Mayor Hendricks adjourned the meeting at 9:39.



John B. Hendricks, Mayor

ATTEST:



Clara VanBlargan, MMC, MSM, City Clerk