

MINUTES OF WORK SESSION OF THE TOWN COMMISSION OF THE TOWN OF BELLEAIR, FLORIDA HELD AT TOWN HALL ON APRIL 7, 2009 AT 5:30 PM

PRESENT: Mayor Gary Katica
Commissioners
Stephen Fowler
Tom Shelly
Karla Rettstatt
Stephanie Oddo

Town Manager Micah Maxwell
Town Attorney David Ottinger

On roll call there was a quorum present with Mayor Katica presiding; the meeting was called to order at 5:50 pm.

CITIZENS' COMMENTS

Virginia Donahue, 1351 Indian Rocks Road, asked about the allowable watering times would be under the new proposed restrictions.

Mr. Maxwell provided an explanation of the new restrictions for Ms. Donahue.

Lil Cromer, 4 Belleview Blvd., inquired about the schedule hearing date of April 22nd regarding the Belleview Biltmore Hotel; inquired about the Seaside Marina issue.

Mr. Ottinger stated that he would discuss both issues during his comments.

Ms. Cromer further inquired about the enforcement of the watering restrictions.

Mr. Maxwell stated that the police department would be enforcing the watering restrictions.

TOWN MANAGER'S REPORT

Mr. Maxwell stated that he had a few comments:

- announced that the employee of the month was Sylvia Metcalf from the clerk's office and would be eligible for employee of the year as well;
- stated that the town's first employee health fair was held on April 1st; that Susan Lee of the HR department organized the event; that 55 of the 60 full time employees participated in the event including employees that were not on shift; stated that the event was a great success;
- commented on the town advertising in the Florida League of Cities magazine; that there were several options for the advertisements and provided costs for the various sizes; stated that he needed some direction from the commission.

Discussions ensued regarding the placement of the advertisement in the Florida League of Cities magazine.

TOWN MANAGER'S REPORT (Continued)

It was the consensus of the commission to place the quarter page advertisement and use the photos posted in town hall.

Mr. Maxwell further stated that at the next meeting he would like to discuss meeting procedures for future commission meetings; asked that the commission members provide him with any comments they have regarding establishing meeting procedures.

Mr. Maxwell commented on the death of Eleanor Thompson; that she had graciously donated her home and property located at 8 North Pine Circle to the town to be used as a park and the home to be demolished; stated that he had inspected the property with Chip Zimmerman and he thought the cost to demolish the home and establish a park on the property would cost between \$15,000 and \$20,000.

Discussions ensued regarding the Thompson property and the impact on the town by taking the property off the county tax rolls; regarding the possible disadvantages to the town by creating a park; regarding possibly declining the offer of the property; regarding discussion of the matter with the residents of North Pine Circle.

Mr. Ottinger explained the procedure for declining the offer should that be the decision of the town.

John Hail, 16 North Pine Circle, stated that Mrs. Thompson wanted the property to be developed as a park; commented on existing problems in the area; that there were pros and cons of the issue.

Discussions ensued regarding the property; it was the consensus of the commission to continue discussion of the issue to the April 21st meeting.

Mr. Maxwell announced the date for the Volunteer Appreciation Dinner at the Belleair Country Club was May 15th.

Discussions ensued regarding the date of the Volunteer Dinner; it was suggested that the date be changed to Thursday, May 14th.

TOWN ATTORNEY'S REPORT

Mr. Ottinger stated that the appeal for the Belleview Biltmore was scheduled for oral argument on Wednesday, April 22nd at noon; that each side would be allowed twenty minutes to speak.

Mr. Ottinger stated that on the issue of the Seaside Marina he had drafted a proposed ordinance using the submissions provided by counsel from both the Homes Association and the Marina Association; that he was awaiting their specific comments; that he expected to have the issue on the agenda for the May 5th meeting.

TOWN ATTORNEY'S REPORT (Continued)

Mr. Maxwell stated that at the RPD meeting held last week the board had expressed an interest in having the opportunity to review the document before it would go before the commission.

Lil Cromer, 4 Belleview Blvd., asked if ruling on the Hotel would be made on the 22nd.

Mr. Ottinger stated that he did not think the ruling would be made at that time; that he did intend to inform the court that the Hotel would be closing at the end of May; that the town and residents were very concerned about have a boarded up Hotel; that the project could not go forward without the decision of the judges.

Discussions ensued regarding the Seaside Marina issue.

It was the consensus of the commission to continue the Seaside Marina issue to the May 5th meeting.

MAYOR AND COMMISSIONERS' REPORT/BOARD AND COMMITTEE REPORTS

Commissioner Rettstatt stated that the recreation board met on Monday and was planning "Gracie's Big Bash 3"; commented on the tackle football team representing Belleair.

Mr. Maxwell commented that maybe in line with the recreation board, 2010 would be the 85th anniversary of Belleair; that moving forward with the budget process he would like to put the idea in the minds of the commissioners for discussion.

Commissioner Rettstatt stated that it would be a good idea.

Commissioner Shelly stated that there was a park and tree board meeting last month; that they were working on a new tree ordinance; that bids had be sent out for fire and ALS service to Belleair Bluffs, City of Clearwater and City of Largo; that representatives from each department would be present at the April 21st meeting to make a presentation to the commission; that he and the town manager would also be meeting with representatives from the county to discuss possible changes for fire service and ambulance services.

Commissioner Oddo stated that the historic preservation board did meet; that the board needed to have an architect and asked if anyone knew of an architect who would interested in serving on the board; that the state had requested that some of the historic preservation ordinances be updated in order for the town to become a certified local government.

Commissioner Oddo further stated that she would like to nominate Mary Lallucci for the Humanitarian Award; that Mrs. Lallucci was instrumental in developing the Silver Alert program for missing senior citizens in Florida much like the Amber Alert for missing children; commented on a possible grant for replacement of street lights in town; commented on hiring someone to write

MAYOR AND COMMISSIONERS' REPORT (Continued)

grants for the town.

Commissioner Fowler stated that planning and zoning board would have a meeting on April 11th; that he had contacted members of that board whose terms would expire at the end of May; that he had asked Peter Marich about also serving on the historic preservation board since an architect was needed for that board as well; that members of the code enforcement board had also expressed an interest in serving another term on that board.

Commissioner Rettstatt commented the auction planned by the Hotel at the time of their closing; that there were some items to be auctioned and well as possible donations; that some historical items may also be made available to the town.

Mr. Maxwell stated that the Hotel had discussed possibly lending some items to the town during the construction period; that the items would have to be returned to Hotel when the construction was completed; that there was no confirmation on a public auction at this time.

Mayor Katica stated that there were three members of the finance board whose terms would expire in May and all three members had expressed an interest in serving another term; those members were Mr. Gomez, Mrs. Griffith and Mr. Bair.

POLICE CHIEF'S REPORT

Chief Edwards provided a report on recent crimes in town; commented on the coyote activity in the area.

FIRE MARSHALL'S REPORT

Fire Marshall Bufo from Belleair Bluffs fire department reported on the various safety programs offered by the department; provided reports on the recent activity of the department; provided a report on the training programs for the firefighters.

Discussions ensued regarding adding the Fire Chief's report to future work session agendas.

DISCUSSION OF STREET LIGHTS

Mr. Maxwell stated that he and Chief Edwards had been reviewing street light options based on the commission's comments during the budget process; that funds were budgeted for street light replacement; that John Hail with ANECO Electrical Contractors was present to make a presentation of possible choices for street light replacements.

John Hail, 16 North Pine Circle, distributed brochures for the commission's review; stated that he

DISCUSSION OF STREET LIGHTS (Continued)

was the division manager with ANECO; that the company was the fifth largest electrical contractor in the US; listed the large electrical projects the company had been involved with; stated that Progress Energy was currently servicing the street light fixtures in town; commented on the changes in street light fixtures and the new fixtures being developed; that there were samples of the lights in different locations of town; that the most of the existing fixtures were in a rusted condition; that he had three LED light fixtures for the commission's consideration; that he suggested the LED fixtures as replacements as opposed to the sodium fixtures; that the existing poles were still usable.

Ed Sparkman, 800 Ponce de Leon Blvd.; stated that the sodium demo lights was located on the corner near his home; that the fixture provided more light coverage.

Chief Edwards commented on the location of the different demo lights in town.

Discussions ensued regarding the difference in the three different fixtures and the amount of light provided by each.

Mr. Hail stated that his company would like to provide service to the fixtures as well as the installation of the fixtures; commented on the economics of the proposed fixtures.

Discussions ensued regarding the different types of fixtures and globes; regarding placing the sample fixtures and globes at different locations in town in order for the commissioners to review and compare the different fixtures; regarding the type of light and location; regarding costs of increased wattage; regarding possible grant money available for funding the fixture replacement.

DISCUSSION OF TRAFFIC STUDY FOR WILDWOOD/WOODLAWN AREA

Chief Edwards reported on the traffic count in the Wildwood/Woodlawn area; stated that the speed tables did not reduce the number of cars using Woodlawn.

Mr. Maxwell read a letter from Wayne Sincich of 426 Wildwood Way regarding the traffic problem into the record.

Chief Edwards stated that the timing at the traffic light at Ft. Harrison and Belleview Blvd. needed to be changed to affect the traffic on Wildwood and Woodlawn.

Discussions ensued regarding any possible increase in the danger of a child being injured in the area; regarding possible closing Wildwood Way; regarding closing to west bound traffic only; regarding the suggestion of sending a letter to City of Clearwater regarding changing the timing of the traffic light at Ft. Harrison and Belleview Blvd.; regarding an elected official attending a meeting with the City of Clearwater to discuss the issue.

DISCUSSION OF SURVEY REGARDING SOLID WASTE COLLECTION

Mr. Maxwell stated that the proposed survey questions and letter to be sent to residents regarding solid waste collection were presented to the commission in their agenda packets; that he would like to have comments from the commissioners regarding the survey questions.

Commissioner Rettstatt distributed copies of questions she had prepared pertaining to trash pick up.

Discussions ensued regarding the feasibility of the survey; regarding possible increase in usage; regarding possible budget increase; method of notifying residents of the changes in service; regarding the pros and cons of curbside collection; regarding the impact of increase fees.

Mr. Murphy commented on the side yard collection program for residents who did not want the side yard service; commented on the actual man hours required for side yard collection; commented on the condition of the bridge at North Pine Circle that could be a possible problem for the garbage trucks to access the homes on that street and the need for the scooter for collection on North Pine Circle.

Discussions ensued regarding the increment of rate increase for solid waste collection services; regarding the time for implementing the increases; regarding implementing the increases now rather than waiting until the new fiscal year.

DISCUSSION OF CODE ENFORCEMENT TASK FORCE

Mr. Maxwell stated that Commissioner Oddo had mentioned an interest in having a code enforcement task force.

Commissioner Oddo stated that she felt code enforcement needed improvement; that she would like to establish a volunteer committee for code enforcement; that it would be the duty of the committee to inspect commonly violated offenses and notify the resident by placing a door hanger of their violation; that the committee could also advise the commission of any changes that might be included in the code.

Chief Edwards commented that neighborhood associations could be used to make comments to residents regarding violations and voluntary code compliance; that door hangers could be designed in such a way that the violations could be noted and a copy could be provided to the resident and the police department.

Mr. Maxwell expressed his concerns about residents going door to door with hangers with noted code violations; commented on the safety of those residents.

Discussions ensued regarding safety of volunteer code enforcement committee members; having the committee members reporting violations to the police department.

DISCUSSION OF CODE ENFORCEMENT TASK FORCE (Continued)

Commissioner Oddo expressed her vision of the proposed task force of volunteers and then in a period of six to twelve months present recommendations to planning and zoning board; that she did not it should be a formal board but rather a task force.

Mr. Maxwell stated that he felt it should be formalized in some way with a hold-harmless waiver to keep the actions of the to the individuals and not the town; that something could be drafted for commission review and approval to be discussed at a future work session.

Mr. Ottinger stated that if residents were asked to participate in a task force they would then become agents of the town and would need to have established rules.

DISCUSSION OF TOWN MANAGER'S EVALUATION FORM

Commissioner Oddo asked that the discussion be placed on the agenda; that she had reviewed the current evaluation form and felt it should be more comprehensive dealing with duties and responsibilities of the town manager and effectiveness and interactions with residents and employees.

Discussions ensued regarding the evaluation format; regarding adding organizational skills; regarding adjusting scale for rate increase.

Mr. Maxwell commented on concerns of Commissioner Oddo and stated that he did understand the comments and was in agreement with the remarks.

It was the consensus of the commission to continue the discussions to the May 5th work session.

DISCUSSION OF ESTABLISHING FINE STRUCTURE FOR LOCAL ORDINANCE VIOLATIONS

Mr. Maxwell stated that the purpose of the discussion was to establish a fine schedule for violation of local ordinances; that the Pinellas County fine structure was proposed and the town would follow that schedule and would be updated any time the county would update that fine structure.

Chief Edwards provided a review of the Pinellas County uniform fine schedule; provided comments of the advantages of the town establishing the same uniform fee structure.

Discussions ensued regarding other municipalities who utilize the same Pinellas County schedule; regarding the county court system deciding the fine to be imposed based for the uniform fee structure.

Mr. Maxwell stated that the ordinance would be placed on the agenda next month for approval.

ESTABLISH AGENDA FOR REGULAR MEETING - APRIL 21, 2009 AT 7:30 PM

Mayor Katica announced the following items scheduled for public hearing at the April 21, 2009 regular meeting at 7:30 pm:

1. Mowing Resolution.
2. Second and final reading - Ordinance No.459 - Amending parking fines (Appendix B).
3. Request for variance - 1725 Magnolia Road - William and Wendy Sanders.
4. First reading - Ordinance No. 460 - Establishing fine structure for local ordinance violations.

On motion duly made and seconded the following agenda was established as amended for the regular meeting scheduled for April 21, 2009 at 7:30 pm:

**CITIZENS' COMMENTS
CONSENT AGENDA**

1. Approval of Minutes - Special Meeting - March 3, 2009
Work Session - March 3, 2009
Regular Meeting - March 23, 2009

GENERAL AGENDA

Consideration of:

1. Discussion of fire suppression services:
 - a. Presentation by City of Belleair Bluffs
 - b. Presentation by City of Clearwater
 - c. Presentation by City of Largo
2. Discussion of board procedures.
3. Approval of street lights.
4. Discussion of Thompson property.
5. Approval of bridge repairs for North Pine Circle.
6. Proposed Resolution for Phase IV water restrictions.

ADJOURNMENT

There being no further business to come before the commission the work session adjourned in due form at 8:45 pm.

Town Clerk

APPROVED:

Mayor