

Town of Indian Shores

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TOWN COUNCIL WORKSHOP

MINUTES - JANUARY 26, 2010

INDIAN SHORES TOWN COUNCIL WORKSHOP MEETING convened at 2:00 P.M. Those present were Mayor Lawrence, Vice Mayor Herndon, Councilor Smith, Councilor Sutch and Councilor Irelan.

Also Present: Marcia Grantham, Town Clerk; Mary Karayianes, Director of Finance; Chief Williams, Town Administrator.

1.0 Consideration of approving Council Workshop Agenda for January 26, 2010.

Mayor Lawrence stated he would like to discuss plans for the groundbreaking ceremony after the Workshop meeting is adjourned.

It was a consensus to approve the Workshop Agenda for January 26, 2010, as published.

2.0 Report from Bob Brotherton, Engineer, regarding status of NPDES process and Annual Report.

Bob Brotherton, Town Engineer, reported the Town received a permit from the Department of Environmental Protection (DEP) a little over two years ago, covering requirements for management of the Town's storm sewer system.

Mr. Brotherton advised the Town has 5 years to complete certain steps and submit a report to DEP, and he advised of the accomplishments for 2009 and work items proposed under the NPDES Permit for 2010, as follows:

2009 Accomplishments: A) Text developed for website and newsletter; B) Sign on water pollution completed for recycle center; C) Brochure completed for IS NPDES; D) Power point presentation completed for IS storm water info for future showing; E) English/Spanish poster completed for restroom/kitchen staff; F) Training manual and P/P training completed on "illicit discharge", with proposed ordinance to be presented for approval in 2010. G) LDC Amendments completed for construction site erosion control.

James J. Lawrence
Mayor

Joan G. Herndon
Vice Mayor

Carole Irelan
Councilor

Steve Sutch
Councilor

William F. Smith
Councilor

E.D. Williams
Town Administrator
Chief of Police

Mary Karayianes
Director of Finance
and Personnel

Marcia Grantham
Town Clerk

James Yacavone
Town Attorney

Lawrence G. Nayman
Building Code
Administrator

2010 NPDES Work Items: *A) Make English/Spanish signs for restaurant kitchens; B) Complete NPDES Storm water system map; C) Complete standard erosion control plan for IS contractors w/sites less than 1 acre in size; D) Approve LDC Amendments for construction site erosion control; E) Adopt "illicit discharge" ordinance; F) Employee training on "storm water operation" and "illicit discharge" after ordinance adoption; G) Put NPDES article in newsletter, to be modified by Mr. Brotherton for February 2010 Town Newsletter.*

3.0 Progress Report from Bob Brotherton regarding the trash receptacles and benches.

Bob Brotherton, Engineer, handed out renderings reflecting the "art" designs to be used on the trash receptacles, noting the receptacles and benches should be completed in about 30 days.

Mr. Brotherton noted the street sign materials have been delivered, stating all of these items will be a major improvement for the Town's beautification program.

4.0 Update report on Landscape Bids received on 1/20/2010.

Bob Brotherton, Engineer, reviewed bid tabulation summary reflecting the Landscape Bids the Town received on 1/20/2010, noting he had also reviewed each of the bid items. He advised this tabulation information had been e-mailed to all the contractors.

Mr. Brotherton reported he had contacted Buccaneer Landscape and checked their figures with them, noting he had re-added them down and they were off about \$1,200.00, which was added back in with the bid being about \$1,200.00 higher. He stated that Buccaneer Landscape was happy with their submitted figures and are willing to do more work at the same unit prices with a change order.

Mr. Brotherton further reported he was putting a package together and would like the Council to consider approval on 2/9/2010, noting dates for construction meeting, and deadline to complete project of 4/19/2010, as FDOT's deadline for grant completion is 5/27/2010.

Mr. Brotherton reported the warranty on the landscape plantings would be 12 months from date of completion of the project.

Mr. Brotherton advised he would check references and contact FDOT to determine whether the grant could be extended for additional work to be completed.

5.0 Discussion of the Town enacting an ordinance that forbids tethering of dogs unless their owners are present.

Mayor Lawrence reported receiving a complaint from a lady at Vista Bay expressing concern with a dog tethered behind a vehicle at Mahuffer's and also about dogs running loose.

He further reported that Chief Williams had sent an officer to check out the situation and was advised the tethered dog was no longer owned by Tumbleweed Ted and the owner admitted to allowing his dogs to run loose, but would not continue that practice.

Mayor Lawrence presented an Ordinance passed by the City of Seminole which forbids tethering of dogs unless their owners are present, and solicited opinions from the Council members as to whether the Town should consider an ordinance of this type.

It was a consensus of the Council members after discussion that this was the humane thing to do, and the ordinance will be forwarded to Attorney Yacavone for review and scheduled for the Council meeting on 2/9/2010.

6.0 Discussion of maintenance of private driveways.

Chief Williams reported this subject was a follow-up item from notes taken by the Town Clerk regarding concern with sand from unpaved driveways coming onto the asphalt, and what action if any should be taken.

Chief Williams further reported this is an issue that deals with elevations, and would like to possibly consider an ordinance that addresses this issue, as you would need a period of time to cure the defect, and would want to consult with the Building Official for fundamental fairness in the ordinance.

Discussion followed among Council members with Councilor Smith stating action would depend on how heavy-handed the Town might want to be on property owners, noting the Town might have improvements to consider also.

It was a consensus of the Council members that no definitive action be taken immediately and to delete this item from the follow-up list at this time.

Mayor Lawrence stated he would advise FDOT that the Town was noticing a distinct deterioration of pervious asphalt, and question what they might do about it, i.e., a deep cleaning or other option.

7.0 Discussion of establishing financial policies for the Town and a threshold for the Town's General Fund.

Mary Karayianes, Director of Finance, reported the purpose of the proposed Resolution is to formalize and put on paper the goals and fiscal policy of the Town, together with the Capital Improvement Plan policies, and to establish a minimum range for carrying an adequate Fund Balance, and are proposing to set the minimum Emergency Reserve level at 30%, which is consistent with the historical financial position of the Town.

Mayor Lawrence stated the Town has always maintained plenty of reserve, however now that the Town is involved in constructing a new Municipal Center this becomes more important at this time.

Chief Williams stated they had run ad valorem calculations and comparative information from GFOA and other municipalities, and believe both approaches are conservative and set the tone for the Town.

It was a consensus of the Council members for the proposed Resolution to be placed on the Council Agenda for February 9, 2010.

INDIAN SHORES WORKSHOP MEETING adjourned at 3:45 P.M.

Marcia Grantham
MARCIA GRANTHAM, CMC
Town Clerk