

# Town of Indian Shores

19305 Gulf Boulevard, Indian Shores, FL 33785  
ph 727.595.4020 fax 727.596.0050

[www.myindianshores.com](http://www.myindianshores.com)



## **PUBLIC SERVICES COMMITTEE**

**AGENDA - AUGUST 23, 2011**

**Begins at 2:00 P.M.**

- 1.0 Consideration of approving Committee Agenda for August 23, 2011.**
- 2.0 Consideration of approving Minutes of Committee meeting held on April 26, 2011.**
- 3.0 Consideration of approving the hiring of Ken Nayman, for the position of "skilled laborer" in the Public Services Department.**
- 4.0 Consideration of approving re-organization of Public Works supervision.**
- 5.0 Discussion of on-going plans for the Town's Community Garden.**
- 6.0 Discussion of Recreation Programs.**

  
**MARCIA GRANTHAM, CMC**  
Town Clerk

***Any person who decides to appeal any decision of the Public Services Committee with respect to any matter considered at any such meeting will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes that testimony and evidence upon which the appeal is to be based.***

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

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## PUBLIC SERVICES COMMITTEE

### MINUTES - APRIL 26, 2011

**INDIAN SHORES PUBLIC SERVICES COMMITTEE convened at 1:52 P.M. Those present were Vice Mayor Herndon, Chairman; Councilor Irelan and Janet McKee, Citizen Member.**

**Also Present: Mayor Lawrence; Councilor Smith; Councilor Sutch; Chief Williams, Town Administrator; Elaine Jackson, Deputy Clerk; Bob Brotherton, Engineering Consultant; Lawrence Nayman, Building Official; Dave Berger, Public Services Supervisor; and Neil Rode.**

**1.0 Consideration of approving Committee Agenda for April 26, 2011.**

**Motion by Councilor Irelan – seconded by Janet McKee – to approve Committee Agenda for April 26, 2011. Motion carried 3-0.**

**2.0 Consideration of approving Minutes of Committee meeting held on January 4, 2011.**

**Motion by Councilor Irelan – seconded by Janet McKee – to approve Minutes of Committee meeting held on January 4, 2011, as published. Motion carried 3-0.**

**3.0 Consideration of proposals from R.E. Beckner and Artistic Pavers for the Second Street E. paving project.**

**Chief Williams reported \$49,000 has been budgeted out of the Penny for Pinellas funds, and Council has authorized completion of the project before the end of FY 2010. Mr. Brotherton has submitted a proposal to design improvements for Second Street, including developing the north half of the 20' wide right-of-way, which runs half the block and turns into wetlands and creating an 18' walkway and drive with brick pavers from 193<sup>rd</sup> to the concrete fence. He suggested the town initiate the construction of brick pavers in this right-of-way now, and planting of Indian Hawthorns which would be transplanted from Town Hall property.**

**Hennessy Construction negotiated through a change order with R.E. Beckner Construction and Artistic Pavers & Surfaces, Inc., to reduce the total cost to \$14,450. Work could begin Monday 5/1/2011, if Council approves the suggestion and expenditure.**

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Building Code  
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*Mr. Brotherton asked that he might hold his comments until his Power Point presentation under Item 6.0, as this will show his design proposal.*

*Motion by Councilor Irelan – seconded by Janet McKee – to recommend Council approve the expenditure of \$14,450.00 to R.E. Beckner Construction and Artistic Pavers & Surfaces, Inc., for the Second Street E. paving project. Motion carried 3-0.*

**4.0 Consideration of the Town implementing Stormwater Utility Fees.**

*Chief Williams stated Mr. Brotherton has put together a proposal and would be the project manager for implementing all requirements.*

*Mr. Brotherton asked that he might again hold his comments on this item, until his Power Point presentation under Item 6.0, as this will show the plan in great detail.*

**5.0 Update on the County's Beach Access Recycle Program, and cost to enclose containers.**

*Dave Berger, Public Services Supervisor, reported Pinellas County Recycling has given the Town twelve 32-gallon trash cans with dome lids for collecting aluminum cans and plastic bottles. While waiting for stickers to attach to the cans, Public Services will start building enclosure containers. Waste Services will accept recyclables in plastic trash bags and will sort; however, we need to count the number of bags used. Cost for containers, can holders and signs is approximately \$500.00.*

*Motion by Janet McKee – seconded by Councilor Irelan – to approve expenditure of \$500 for beach recycling program. Motion carried 3-0.*

**6.0 Presentation by Bob Brotherton, Engineer, on Earth Boxes for the Community Garden.**

*Mr. Brotherton conducted three Power Point presentations in the following order:*

- (1) **Earth Box:** Mr. Brotherton stated Florida soil in our area lacks the nutrients and proper PH for growing flowers and vegetables. Many commercial growers are now using the **Earth Box**, a self-contained system which is environmentally friendly, waters continuously through the bottom, eliminates chemical run-off, uses soils beneficial to types of plants that can be used for up to seven years, is moveable, flexible and increases production. The Power Point presentation showed types of containers, history of the Earth Box, the components of the Grow Kit, planting instructions, ease of use, sustainability and layouts.*

*Mr. Brotherton made several suggestions relative to use of the lot, placement of boxes, fencing and gate control, ADA access, parking, cupola structure support, irrigation and budget allocations.*

*The Earth Box is available at several locations, ranging from \$58.00 to \$74.00. He suggested a committee be established to steer the garden issues and assignment of plots to citizens.*

- (2) Second Street E. design project:** *Mr. Brotherton addressed the project, stating it will need to be permitted and extra attention paid to follow all Pinellas County mangrove regulations. The presentation displayed concept sketches whereby a green fence could create a visual barrier, and excavation could create other wetland areas. The project would qualify for funding under the Stormwater Utility.*

*The following items would be required: permits to remove mangroves and Brazillian pepper trees, topographical survey and design, brick pavers for entrances, elevated walkway and a visual fence system with LED lights mounted to the rails for safety.*

*Mr. Brotherton stated the design should be completed and approved first, and portions of the project accomplished as funds become available. The estimated total cost of the project is \$191,705.00; however, Stormwater Utility funds could pay for the project.*

*Chief Williams stated that this was for informational purposes only and that there were no funds available for this project at this time.*

- (3) Development of Stormwater Utility for Indian Shores, Florida:** *Mr. Brotherton described the implementation of the Stormwater Utility, whereby Council could establish reasonable fees for single family homes, condominiums, and shopping centers, which would be billed either as a line item monthly charge on the water and sewer bill or as part of the annual tax billing. This would establish a stable revenue stream and revenues collected would fund NPDES requirements such as equipment and manpower to pump the CDS units, portions of Town's administrative costs, equipment maintenance, inspections, and capital improvements, in addition to the proposed projects as discussed above. As a utility with "revenue funds", borrowing money for capital projects can be accomplished without a public referendum.*

*Mr. Brotherton explained his proposal wherein the plan would provide program review, public education, recommendations on staffing needs, rate structure, water quality, credit policy, billing system, management plan updates, ordinance writing, and other consulting services.*

**April 26, 2011**

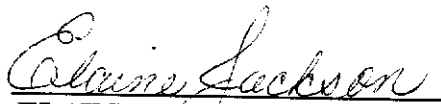
**Mr. Brotherton** reviewed the proposed schedule, stating all could be accomplished by October 30, 2011, if started immediately, and property owners notified by November 2011, or as may be required for condo budget deliberations. The method of collection used depends on directions by Town Council. This decision must give consideration to when the Town expects to start generating revenue. Cost to implement the plan is estimated at \$48,700.00, with an estimate of the Town having a total of 3,000 ERU's (including all types of property). The town can expect additional revenues of \$180,000 per year at a rate of \$5.00 per ERU. \$5.00 per ERU is on the low side of average stormwater utilities fee charges in Florida today.

Committee discussed the various ways to collect the fees, talking to neighboring cities who have already implemented the stormwater utility fees, and the importance of first obtaining the actual number of units affected (approximately 2650 residential units) and determine the schedule from the County tax office before a decision can be made.

It was the consensus of the Committee to further investigate to obtain more information and to bring it to a workshop for further discussion. **Mr. Brotherton** emphasized the need to give consideration to the time required to complete the work as this relates to the upcoming budget considerations.

**Dave Berger**, Public Services Supervisor, reported on the following: (1) Painting of the Town signs has been completed; (2) Interior of the Nature Park restrooms have been pressure washed and painted; (3) A proposal received for labor to paint and install fencing around the transformer boxes at 193<sup>rd</sup> Ave. W., in the amount of \$350.00, plus materials; however, paint for artwork will be provided. (4) Found all but one boundary stake for the community garden lot and suggested the lot be 80' x 49'. (5) Buttonwood trees have been planted. (6) The inside of the cupolas have been painted, before mounting to new supports.

**THE PUBLIC SERVICES COMMITTEE adjourned at 4:00 P.M.**

  
**ELAINE JACKSON, MMC**  
Town Clerk