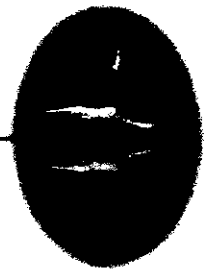


Town of Indian Shores



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PUBLIC SERVICES COMMITTEE MEETING

MINUTES - NOVEMBER 15, 2011

**INDIAN SHORES PUBLIC SERVICES COMMITTEE MEETING convened at 2:00 P.M.
Those present were Vice Mayor Herndon, Chairman; Councilor Irelan and Councilor Smith.**

Absent: Janet McKee (Arrived at 2:35 P.M.)

**Also Present: Councilor Sutch; Chief Williams, Town Administrator; Marcia Grantham,
Town Clerk; Bob Brotherton, Engineer; Anne Miller; Art Newsome.**

1.0 Consideration of approving Committee Agenda for November 15, 2011.

**MOTION by Councilor Irelan – seconded by Councilor Smith – to approve Committee
Agenda for November 15, 2011, as published. Motion carried 3-0.**

2.0 Consideration of approving Minutes of Committee meeting held on August 23, 2011.

**MOTION by Councilor Smith – seconded by Councilor Irelan – to approve Minutes of
Committee meeting held on August 23, 2011, as published. Motion carried 3-0.**

**3.0 Consideration of proposed “Purpose and Operations Policy for the Town’s Community
Garden.**

**Chairman Herndon addressed the proposed “Purpose and Operations Policy” for the
Town’s Community Garden and Community Gardener Agreement” with Committee
members.**

**A lengthy discussion followed regarding the requirements, responsibilities and need for a
“Garden Coordinator”.**

Councilor Irelan stated she felt it might be difficult to find a Garden Coordinator.

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

Public Services Committee Minutes
November 15, 2011 - Page 2

Bob Brotherton, Engineer, stated that whether the garden was privately owned or city owned, there needed to be a person to take the lead and follow-through. He reported that some cities had a city employee assigned as a liaison, as it must be in compliance and needs to be a chain of command.

Councilor Smith stated he felt "member" should be defined.

Chairman Herndon asked who the staff person might be who would be assigned.

Chief Williams stated he had not given it a lot of thought, however it would depend on the lever of expertise of the Garden Coordinator.

Chief Williams stated he thought a coordinator could be found going through the condos, with a nominal approach by the Town, however it would need to be structured.

Under Rules and Terms, item #4, it was suggested that the word "assigned" be deleted and replaced with "recommended."

Bob Brotherton reported he had sent the proposed Policy and Operations Policy to the coordinator for the earth box company, and she wants to use it and make a presentation at a national conference which they attend.

Chief Williams reported it was not a rush situation as policy needed to be developed and a coordinator located. He advised that the Director of Finance had not closed out the end of the year yet, and noted the Town does not at this point in time have the money to construct the Garden as proposed.

Chief Williams further reported that he is not sure of the amount of funds which will be carried forward, anticipating it might be around \$75,000.00, but advising it has not yet been reconciled and posted.

Chief Williams stated the hand rails from the front of the building had been salvaged to use as a fence around the property, and a certain portion could be done based on existing funds.

4.0 Discussion relating to the Town's various recreation programs.

Chairman Herndon reported she was looking into enlarging the present classes and adding an oil painting class, drawing class and a water color class.

Councilor Sutch requested that movie night be resurrected.

Chief Williams advised Committee members he needed some direction on getting control of the various recreation programs, noting different activities are solicited in many ways and people come here from a number of different directions.

Chief Williams reported in the new building there are a number of problematic things, such as key card availability, etc. that have to be dealt with. He advised he can correct these things, however he does not want to offend anyone.

Chief Williams further reported on an incident with the Bridge Club last week where someone pulled into the sallie port up on the sidewalk to unload tables and drop people off for bridge. **Chief Williams** advised that signage reading "Do Not Park" and "Do No Block", will soon be ready to put up.

Chief Williams also reported the Bridge lessons club had set up in the lobby of the fourth floor, which presents a fire hazard, and there were complaints regarding the temperature which was too cool for some, and too hot for others in various groups.

Chief Williams advised the A/C system is set up with defaults and cannot be changed back and forth all the time, and reported they had tested the air coming out of the vents was at 74 degrees....so the temperature should vary between 74 – 76 degrees.

Chief Williams reported he had made a decision to set the A/C temperature at 76 degrees, noting it needs to be constant, however it is a decision of what the Committee wants and he asked for their input.

Committee members did not voice any objections to the Chief's decision to set the A/C at 76 degrees.

It is noted that Chairman Herndon and Councilor Irelan visited the center and north bay of the auditorium and felt the temperature at 76 degrees was appropriate for comfort.

Chief Williams advised he would like a Workshop scheduled to address policy related to the recreation and programs, and will bring an agreement and license form to the Workshop for review.

5.0 Consideration of e-mail received from Janet Golden expressing her concerns regarding the condition of the Town's playground equipment.

Chairman Herndon addressed the e-mail sent by Janet Golden expressing concerns with the condition of the Town's playground equipment.

Chief Williams reported the park has never been re-opened, as it is still a construction zone, and a "closed" sign has been put up.

Chief Williams further reported that Buccaneer Landscape did a complete clean out of the park in back, and the rubber mats will be pressure washed.

Chief Williams stated the equipment is not unsafe, however some bolts need changing and there are some rusty areas that need to be re-painted, he noted the two (2) rocker toys are in disrepair, and he is not sure if they are unsafe.

Chief Williams reported Hennessy would be here next week to do landscaping.

INDIAN SHORES PUBLIC SERVICES COMMITTEE MEETING adjourned at 3:15 P.M.


MARCIA GRANTHAM, CMC
Town Clerk