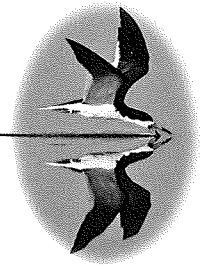


Town of Indian Shores



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TOWN COUNCIL MEETING

MINUTES - 12 NOVEMBER 2014

The Indian Shores Town Council Meeting convened at 6:00 P.M. Those present were: Mayor Lawrence, Vice Mayor Herndon, Councilor Petruccelli, Councilor Smith and Councilor Soranno.

Also Present: Chief Hughes; Bonnie Dhonau, Town Administrator; Walter Pierce, Director of Finance; Malcolm Green, Building Official; Elaine Jackson, Town Clerk; Bob Brotherton, Engineering Consultant; Attorney Robert J. Metz; Sara Mullins; Larry Shear; Janet McKee; Anne Miller; Georgia and Joe Tawil; Laura and Dan Garrison; Ani Kamajian, Janae Kamajian; and Chris Stansel.

1.0 REGULAR COUNCIL MEETING

1.0 *Consideration of approving Council Agenda for November 12, 2014.*

Motion by Councilor Smith – seconded by Vice Mayor Herndon, to approve the Council Agenda for November 12, 2014. Motion carried 5-0.

2.0 *Comments from the public on any Agenda item*

There were no comments.

3.0 *Consideration of approving “CONSENT AGENDA”, as follows:*

A. MINUTES: Planning, Zoning & Building Comm – Oct. 14, 2014
Council Workshop - Oct. 14, 2014
Council Meeting - Oct. 14, 2014

Motion by Councilor Smith – seconded by Councilor Petruccelli, to approve Consent Agenda of Minutes for October 2014. Motion carried 5-0.

James J. Lawrence
Mayor

Joan G. Herndon-Parrott
Vice Mayor

William F. Smith
Councilor

Patrick C. Soranno
Councilor

Michael “Mike” Petruccelli
Councilor

Bonnie Dhonau
Town Administrator

Terry E. Hughes
Chief of Police

Walter H. Pierce, III
Director of Finance
and Personnel

Elaine N. Jackson, MMC
Town Clerk

Robert J. Metz, Jr.
Town Attorney

Malcolm Green
Building Official

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B. RE-OCCURRING EXPENSES - Oct. 1 thru 31, 2014

Motion by Vice Mayor Herndon – seconded by Councilor Smith, to approve the Re-Occurring Expenses for October 2014. Motion carried 5-0.

4.0 *Approval of Committee expenditures. None*

5.0 *CORRESPONDENCE: None*

6.0 *Town Attorney's Report: None*

7.0 **PUBLIC HEARING: RESOLUTION 16-2014.** *A Resolution of the Town of Indian Shores, supporting the 13th Annual Florida Gulf Beaches Holiday Halfathon on December 14, 2014.*

Attorney Metz read Resolution 16-2014, by title only.

Chief Hughes explained that the race originates in Madeira Beach and proceeds over the Park Boulevard Bridge and there is very little impact on traffic.

Motion by Vice Mayor Herndon – seconded by Councilor Smith, to approve Resolution 16-2014, supporting the 13th Annual Florida Gulf Beaches Holiday Halfathon on December 14, 2014. Motion carried 5-0.

8.0 **PUBLIC HEARING: RESOLUTION 17-2014.** *A Resolution of the Town of Indian Shores, supporting the 16th Annual Clearwater Marathon, formerly known as the “Florida Gulf Beaches Marathon”.*

Attorney Metz read Resolution 17-2014, by title only.

Chief Hughes reported no contract has been received yet, but the organization will pay the officers supervising and it will impact the traffic on Gulf Boulevard, as the race originates from the north and will cut across traffic at the Boat Ramp in order to turn north and proceed over the Park Boulevard Bridge.

Motion by Councilor Smith – seconded by Councilor Petruccelli, to approve Resolution 17-2014, supporting the 16TH Annual Clearwater Marathon, formerly known as the “Florida Gulf Beaches Marathon”. Motion carried 5-0.

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9.0 **PUBLIC HEARING: RESOLUTION 18-2014. A Resolution of the Town of Indian Shores, establishing a Youth Advisory Committee.**

Attorney Metz read Resolution 18-2014, by title only.

*Mayor Lawrence explained that it has taken over a year to finally put together a Youth Advisory Council, with **Chris Stansel, Brandon Cote, Ani Kamajian and Janae Kamajian** volunteering to serve. The first project will be to organize youth activities for the St. Patrick's Day Festival on March 14, 2015.*

Motion by Councilor Smith – seconded by Councilor Soranno, to approve Resolution 18-2014, establishing a Youth Advisory Committee. Motion carried 5-0.

10.0 **PUBLIC HEARING: RESOLUTION 19-2014. A Resolution of the Town of Indian Shores, establishing an Arts Council Ad Hoc Committee.**

Attorney Metz read Resolution 19-2014, by title only.

*Town Administrator, **Bonnie Dhonau**, reported the Committee will consist of two residents, Marcie Smith and Neil Rode, Councilor Smith, Bob Brotherton, and two staff members, Bonnie Dhonau and Captain Rawson. Committee will work in conjunction with artists Sara Mullins and Steve Graff.*

Ms. Dhonau also stated that the Town's Engineer, Bob Brotherton, has volunteered his time for this Committee at no charge.

Sara Mullins congratulated the Council on forming the Arts Council, which will leave a legacy for the next generation to enjoy and welcomed the Youth Advisory Committee to submit ideas for involving youth in art activities.

*Mayor Lawrence nominated **Bonnie Dhonau** as Chairperson of the Arts Council.*

Motion by Councilor Soranno – seconded by Vice Mayor Herndon, to approve Resolution 19-2014, establishing an Arts Council Ad Hoc Committee and the appointment of Bonnie Dhonau as Chairperson. Motion carried 5-0.

11.0 **PUBLIC HEARING: RESOLUTION 20-2014. A Resolution of the Town of Indian Shores, establishing a Gulf Boulevard Planting Ad Hoc Committee.**

Attorney Metz read Resolution 20-2014, by title only.

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Ms. Dhonau reported the only members confirmed for the committee are Councilor Soranno, Chief Hughes and Janet McKee.

Councilor Soranno stated Art Newsome and Diantha Schear also indicated they would serve on the committee, and Bob Brotherton would assist.

Mayor Lawrence nominated Councilor Soranno as Chairperson.

*Motion by Councilor Smith – seconded by Vice Mayor Herndon, to approve Resolution 20-2014, establishing a Gulf Boulevard Planting Ad Hoc Committee, and appointing Councilor Soranno as Chairperson. **Motion carried 5-0.***

Mayor Lawrence stated these committees would be considered as regular committees, wherein public notice would need to be posted and meeting minutes would need to be recorded.

Attorney Metz was asked to look into the Youth committee taking its own minutes.

12.0

Consideration of approving Sunday Morning Market pending an executed license agreement drawn up by the Town's Attorney.

Mayor Lawrence explained there is a mid-week market currently established in Madeira Beach and the Town has received a request to establish a Sunday-Morning market.

Town Administrator, Bonnie Dhonau, reported speaking with Doug Andrews at Madeira Beach, who had a lot of positive comments about the event and felt it was good for the city. Also, Attorney Metz is reviewing the proposal and would draw up a license agreement, if approved by Council. No Public Services personnel will be involved. Parking would be restricted to the front lot and the pavilion restrooms will be available for the public.

Chief Hughes stated he has started a mark-up of the parking lot to reflect ingress and egress, customer parking and traffic flow. The area would accommodate 39 vendors, 2 food trucks, 4 handicap parking spaces and 21 regular parking spaces. Officers on duty would set up the safety cones. Salt Rock parking lot would not be used.

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Laura Garrison testified the grand opening at Madeira Beach had many participants. They have a huge database of qualified vendors to start with, and the event will bring a lot of extra commerce to the Town, as there is not a Sunday market in the immediate area. The hours would be 9 am to 1 pm, December through May. Set up will be allowed at 7 A.M. All vendors will pack-out their debris, or can use the large dumpster behind the Town Hall.

Ms. Garrison stated she will do the marketing and press releases to create the momentum. She also stated she has contacts at the Department of Agriculture and invites them to come and inspect the premise, as she is very particular about food handling. There would be no open flame food preparation. They have master insurance policy and will name the Town as additionally insured.

Dan Garrison stated no noisy generators would be used as electricity is not needed, and vendor tents are self-standing and would not damage the parking lot.

Mayor Lawrence commented he would like to see some kind of reasonable escape clause.

Motion by Councilor Soranno – seconded by Vice Mayor Herndon, to approve Sunday Morning Market pending an executed license agreement drawn up by the Town's Attorney. Motion carried 5-0.

13.0 *Consideration of special report from auditors Davidson, Jamieson & Cristini relative to review and repair of accounts.*

Director of Finance, Walter Pierce, reported due to circumstances surrounding the resignation of the previous Director of Finance, a special review was conducted by the auditors and the staff feels confident all errors and omissions have been corrected. Interaction of the Finance Director with other staff members is critical to the position, since errors must be detected and dealt with quickly.

Ms. Dhonau stated one previous employee was paid for all sick time, when policy states only 120 hours are paid if you have over 800 hours accrued. This error was caught during the payroll process. Another person was paid 80 hours in addition to his regular salary, which was corrected.

Mr. Pierce stated the staff has a check and balance system to catch errors, payroll process is being alternated, and accounts payable process is being improved.

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Ms. Dhonau stated the report was requested from the auditor, who submitted it in lieu of a specialized audit. The audit cycle will be completed in January 2015.

Motion by Councilor Smith – seconded by Councilor Soranno, to accept the special report from auditors Davidson, Jamieson & Cristini relative to review and repair of accounts. Motion carried 5-0.

14.0 *Consideration of approving proposed holiday hours for the Municipal Center for Christmas and New Year's Day holiday, together with approving holiday pay for Town employees.*

Mayor Lawrence explained that each year the Town grants four hours vacation to general employees on both Christmas Eve and New Year's Eve, provided the employees use four hours of vacation or personal holiday. However, since Christmas falls on a Thursday this year, staff is requesting the Friday after Christmas off in lieu of New Year's Eve, which would give them a five-day weekend. Traditionally the holiday season is a very slow time.

Motion by Councilor Soranno – seconded by Councilor Smith, to approve the proposed holiday hours for the Municipal Center for Christmas and New Year's Day holiday. Motion carried 5-0.

Mayor Lawrence stated every year the Town has given additional holiday pay and this item is budgeted for this fiscal year.

Motion by Councilor Smith – seconded by Vice Mayor Herndon, to approve holiday pay for Town employees in the amount of \$150 per person, and \$75 for reserves. Motion carried 5-0.

15.0 *Consideration of approving contract for Design Services between the Town of Indian Shores and Sara Mullins and Steve Graff, for development of branding logo, iconic monument and marketing strategy.*

Attorney Metz stated he enjoyed working with Sara and Steve and it was actually fun negotiating with Sara. He stated the Art Ad Hoc Committee will be addressing the issue of the iconic figure by reaching out to local tribes.

Ms. Mullins explained Exhibits A and B relative to the design services listed and the schedule of payments.

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Motion by Councilor Smith – seconded by Councilor Soranno, to approve the contract for Design Services between the Town of Indian Shores and Sara Mullins and Steve Graff, for development of branding logo, iconic monument and marketing strategy, and to authorize the Mayor to sign the contract. Motion carried 5-0.

16.0 Consideration of purchasing new body armor for Police Officers, for \$ 12,714.66

Chief Hughes stated the present armor is over five years old and obsolete and the new armor would maximize protection for the 14 officers and will have soft trauma plates installed.

Motion by Councilor Smith – seconded by Vice Mayor Herndon, to approve the purchase of new body armor for Police Officers, for \$12,714.66. Motion carried 5-0.

17.0 Consideration of purchasing a new Police Vehicle, as approved in the FY 2014/2015 budget, for \$31,756.00.

Chief Hughes explained the new vehicle is a 2015 Ford Police Interceptor and is under budget.

Motion by Vice Mayor Herndon – seconded by Councilor Smith, to approve the purchase of a new Police Vehicle, as approved in the FY 2014/2015 budget, for \$31,756.00. Motion carried 5-0.

18.0 Consideration of purchasing Liftoff in the amount of \$4,188.00 for migration to Office 365, per Purchase Order 2857.

Ms. Dhonau stated this has been approved by Administrative Committee, and will take two weeks to get the licenses. Our System Administrator, Tom Lancto, would like to get the Town to the Cloud between Thanksgiving and Christmas.

The net result of going to the Cloud will be an outlay of \$1,603 more than what we are currently paying, but with a one-time savings of \$11,250 by not replacing the server.

Motion by Vice Mayor Herndon – seconded by Councilor Soranno, to approve the purchase of Liftoff in the amount of \$4,188.00 for migration to Office 365, per Purchase Order 2857. Motion carried 5-0.

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19.0 Town Administrator's Report.

Ms. Dhonau let her report stand as submitted and welcomed any questions.

20.0 Consideration of approving Police Activity Report covering October 2014.

Chief Hughes stated it had been a slow month and welcomed any questions.

Motion by Councilor Smith – seconded by Vice Mayor Herndon, to approve the Police Activity Report covering October 2014. Motion carried 5-0.

21.0 Consideration of approving Financial Statements for period ending September 30, 2014

Director of Finance, Walter Pierce, reported FY 2013/2014 has been closed, but not yet audited. The General Fund YTD revenue is \$2,721,941. The General Fund YTD Expense is \$271,569. Change in Fund Balance is \$3,372.00.

Road and Bridge YTD revenue is \$119,369 and expense is \$113,672. Change in Road and Bridge is \$5,697.

Capital Improvement YTD revenue is \$916,338.00 and expense is \$626,757. Change in Capital Improvement is \$289,581.00.

Police Education balance is \$2,401.21 and Beautification is \$7,010.91. Some Capital Improvement projects have been carried over.

Motion by Councilor Smith – seconded by Councilor Soranno, to approve the Financial Statement for period ending September 30, 2014. Motion carried 5-0.

22.0 Building Official's Report.

Building Official, Malcolm Green explained the spreadsheet put together to bring Council up to date on new construction activities from June through October 2014, and included Waterside, which was permitted in April. The second building at Waterside is ready for permitting.

Mr. Green further stated the report also showed total valuation of miscellaneous permits. In summary, the report shows that a lot of activity has taken place in this small area. The Town has taken in more than \$133,000 in permitting fees and another \$60,000 in permits is ready to issue.

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23.0 Comments from the public on any subject.

Janet McKee stated she would like Council to reconsider the partial purchase of Christmas street lights, and consider purchasing all lighting needed next year, with the help of ISPOA.

Mayor Lawrence stated this would have to be discussed at a workshop to determine if money is best spend on one month of holiday decorations versus funding something that would benefit the Town all year.

24.0 Mayor's and Council Members comments on any subject.

Councilor Petruccelli asked that people collect canned and dry goods for the food pantry and drop them off at the office at Town Hall.

Councilor Soranno reported the Coastal Cleanup went well, with 36 volunteers showing up, 90 hours contributed, and 50 bags of trash collected.

Councilor Smith thanked all for attending the meeting and expressed his happiness that Mayor Lawrence decided to run for office again.


Vice Mayor Herndon said she was delighted the Mayor was willing to give us three more years.

Mayor Lawrence stated the Chamber of Commerce has offered to help us with the Big-C, to offset some of the cost.

Mayor Lawrence announced the Holiday Boat Parade will take place on Sunday, December 21st. He will be out of town during that time frame, but invited any other elected official to take the lead in organizing a viewing party in our pavilion.

Councilor Petruccelli stated Fred Strahlendorf has agreed to be the Indian Shores judge and agreed we need to start making plans for the party in the pavilion.

The Indian Shores Town Council meeting adjourned at 7:56 P.M.


ELAINE JACKSON, MMC
 Town Clerk