

**BUSINESS MINUTES  
SEMINOLE CITY COUNCIL  
May 26, 2015**

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The Business Meeting of Seminole City Council was held on Tuesday, May 26, 2015 at 7:00 p.m., in City Hall, City Council Chambers, 9199 - 113th Street North, Seminole, Florida.

Vice-Mayor Barnhorn called the meeting to order at 7:00 p.m.

Vice-Mayor Barnhorn provided the invocation and Pledge of Allegiance.

**ROLL CALL:**

Present were: Vice-Mayor Thom Barnhorn, Councilor Chris Burke, Councilor Patricia Plantamura, Councilor James Quinn, Councilor Bob Matthews, City Manager Frank Edmunds and City Clerk Patty Beliveau. Mayor Leslie Waters, Councilor Roger Edelman and City Attorney John Elias were not present.

**INTRODUCTIONS AND PRESENTATIONS:**

- Presentation – Comprehensive Annual Financial Report  
Mr. Peter Schatzel presented the Annual Financial Report
- Presentation – Promotion of Lieutenant Jeremy Newton  
Chief Burford recognized Lieutenant Newton's promotion
- Presentation – Promotion of District Chief Jim Meegan  
Chief Burford recognized District Chief Meegan's promotion

**1. PUBLIC COMMENTS:**

~none~

**2. APPROVAL OF MINUTES – MEETING MINUTES of May 12, 2015.**

Motion made by Councilor Burke seconded by Councilor Quinn to approve Business Meeting Minutes of May 12, 2015.

Councilor Plantamura expressed her opinions and concerns regarding item 5 (Establishing Distribution Policy as it relates to Council), Item 16 under City Manager Report – Bullet # 3 (change the word emails), the abbreviation of minutes and Attorney Elias' statement made during the May 12, 2015 meeting.

Councilor Plantamura moved that the correction be made (referring to item 16 be changed from “emails” to “public information requests”).

Vice-Mayor Barnhorn asked for a second to the motion. Councilor Burke asked for clarification.

Vice-Mayor Barnhorn repeated his request for a second. Councilor Matthews seconded the motion.

Councilor Burke again asked for clarification of the motion. Vice-Mayor Barnhorn asked Councilor Plantamura for clarification. Councilor Plantamura and Vice-Mayor Barnhorn agreed the motion is for a revision to Item 16 as stated above.

There was a lengthy discussion regarding minutes.

Vice-Mayor Barnhorn called for a vote. Four council members voted “nay” to modify the May 12, 2015 minutes as requested, one council member was silent. Vice-Mayor Barnhorn declared the motion failed.

Councilor Plantamura called the question. Vice-Mayor Barnhorn explained the vote had been taken. Councilor Plantamura stated she did not vote.

Vice-Mayor Barnhorn asked if there was a second on the second motion regarding stepping away from the dais. Motion died from the lack of a second.

Councilor Matthews moved to take all the items that are not action items out of the minutes seconded by Councilor Quinn.

City Manager Edmunds suggested this motion be considered somewhere else in the agenda.

Vice-Mayor Barnhorn called for a vote of the May 12, 2015 Business Meeting Minutes as submitted.

**MOTION PASSED 4-1**

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**APPROVAL OF MINUTES – WORKSHOP MEETING MINUTES OF MAY 12, 2015.**

Motion made by Councilor Quinn seconded by Councilor Burke to approve Workshop Meeting Minutes on May 12, 2015.

**ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY**

**3. CONDUCT A PUBLIC HEARING. CONSIDER A SECOND AND FINAL READING OF ORDINANCE NO. 10-2015 REGARDING THE FY14 FUND BALANCE ALLOCATION.**

City Clerk Beliveau read Ordinance No. 10-2015 by title only. Vice-Mayor Barnhorn recognized City Manager Edmunds to explain. City Manager Edmunds noted this item is a second and final reading of a final distribution of the Fund Balance for FY14. The majority of the allocation is to transfer monies into the FY17 Capital Improvement Program budget.

Vice-Mayor Barnhorn opened the public hearing. Receiving no other public comments, Vice-Mayor Barnhorn closed the public hearing.

Motion made by Councilor Quinn seconded by Councilor Matthews to adopt Ordinance No. 10-2015 on second and final reading.

Roll Call

Councilor Burke	AYE
Councilor Plantamura	AYE
Councilor Quinn	AYE
Councilor Matthews	AYE
Vice-Mayor Barnhorn	AYE

**ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY**

**4. CONSIDER APPROVAL OF RESOLUTION NO. 09-2015 ESTABLISHING AN ANNEXATION POLICY.**

City Clerk Beliveau read Ordinance No. 09-2015 by title only. Vice-Mayor Barnhorn recognized City Manager Edmunds to explain. City Manager Edmunds noted the policy states the practice of accepting voluntary annexations where appropriate and to impose a 70% sign annexation petitions for neighborhoods wishing to join the city. The resolution describes the service boundary limits that have been previously established.

Motion made by Councilor Burke seconded by Councilor Quinn to approve Resolution No. 09-2015 establishing an annexation policy for the City.

Councilor Plantamura noted she previously asked to include into the policy, a point of contact for those who had questions regarding annexation. Councilor Plantamura noted, Policy #5 of the Resolution notes the Community Development Director is the primary contact position for the City of Seminole.

Roll Call

Councilor Burke	AYE
Councilor Plantamura	AYE
Councilor Quinn	AYE
Councilor Matthews	AYE
Vice-Mayor Barnhorn	AYE

**ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY**

**5. CONSIDER APPROVAL OF RESOLUTION NO. 12-2015 ESTABLISHING A SOCIAL MEDIA POLICY.**

Vice-Mayor Barnhorn recognized City Manager Edmunds to explain. City Manager Edmunds requested the item be tabled and rescheduled for the next regular meeting so council may have the opportunity to review the policy for consideration. City Manager Edmunds also noted Administration established a social media committee and has developed a social media policy utilizing best practices from other cities of similar size.

City Manager Edmunds recognized Fire Chief Burford and IT Specialist Matt Sabella who presented a powerpoint presentation outlining the guidelines and examples of what the city's Facebook site may entail. Chief Burford noted communication through social media will be outbound only and the city will not allow people to post on our site. Facebook pages have been designated for Council, the Building Department, Fire Department, Library and Recreation Center. Community Development, Administration and Public Works will share one site. Trained staff members will ensure the sites are updated regularly with pertinent information.

Councilor Burke suggested the hurricane evacuation routes be included and where to obtain sand bags. Councilor Burke inquired about the city's computer system firewall. According to Mr. Sabella, the city is at the mercy of the cyber security that is offered by Facebook. Councilor Burke explained staff should be cautious of posting internal facilities photographs for security reasons.

**6. CONSIDER APPROVAL AND AUTHORIZE THE CITY MANAGER TO EXECUTE A REPRESENTATION AGREEMENT WITH ROBERT K. LINCOLN, P.A.**

Vice-Mayor Barnhorn recognized City Manager Edmunds to explain. City Manager Edmunds explained that Attorney Robert Lincoln is no longer with Icard, Merrill, Cullis, Timm, Furen & Ginsburg, P.A. and has established his own practice. City Manager Edmunds noted staff would like Mr. Lincoln to continue as the city's Special Counsel on

development matters and his fees for service will remain the same. City Manager Edmunds is seeking council's authorization to enter into agreement.

Motion made by Councilor Matthews seconded by Councilor Quinn to authorize the City Manager to execute a Representation Agreement with the law office of Robert K. Lincoln P.A. for Special Counsel Services associated with development matters.

According to City Manager Edmunds either party may cancel the agreement at anytime. Councilor Plantamura mentioned Attorney Lincoln's current hourly rate is \$300.00 an hour and will remain the same if council approves the agenda item.

**ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY**

**7. CONSIDER APPROVAL AND AUTHORIZE THE CITY MANAGER TO EXECUTE A TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT WITH THE FDOT.**

Vice-Mayor Barnhorn recognized City Manager Edmunds to explain. City Manager Edmunds noted the standard agreement between FDOT and local communities regarding traffic signals maintenance. Administration is seeking council's approval.

Motion made by Councilor Burke seconded by Councilor Quinn to authorize the City Manager to enter into a Traffic Signal Maintenance and Compensation Agreement with the Florida Department of Transportation.

City Manager Edmunds responded to Councilor Plantamura's question regarding compensation noting the compensation rate is unchanged.

**ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY**

**8. CITY COUNCIL REPORTS:**

Councilor Burke – no report

Councilor Plantamura – no report

Councilor Quinn attended – Suncoast League of Cities 2015 Awards Dinner and the Bay Pines Memorial Day Ceremony.

Councilor Matthews attended – Suncoast League of Cities 2015 Awards Dinner

Vice-Mayor Barnhorn attended – Seminole Hurricane Expo; Suncoast League of Cities 2015 Awards Dinner; the Budget Workshop; and the Bay Pines Memorial Ceremony. Speaker at the Memorial Day event at the Garden Sanctuary.

## **9. CITY MANAGER REPORTS:**

- Seminole Blvd. Bids  
Received two bids for the Landscape Rehabilitation for Seminole Blvd. – Morelli Landscaping was the low bid at \$95,325.00. That amount will be paid from a FDOT grant; the tree and landscape special fund and the operating fund from the Public Works Department.
- June Meetings/Schedule of Events
  - June 2 – Kid’s Appreciation Day
  - June 4 – CPR Class
  - June 5 – Blood Drive @ Station 29 @ 7:30 a.m. – 10:30 a.m.
  - June 16 – Special Council Meeting @ 7:00 p.m. at City Hall  
to establish a short list for interviews for city manager candidates
  - June 25 - Reception for city manager candidates – Time - TBD at the Community Building
  - June 26 - 1:1 interviews to be held at city hall beginning at 8:30 a.m. with council members.  
Schedule a Special Session meeting in the afternoon (time – TBD) to interview candidates as a whole
  - June 30 - Special City Council Meeting at 7:00 p.m. for the selection of the next city manager.

City Manager Edmunds explained the June 25<sup>th</sup> candidate reception is open to the public and will be advertised. On June 26<sup>th</sup> - 1:1 sessions are scheduled between council and the candidates and those meetings will not be public. June 26<sup>th</sup> P.M. will be a special council meeting for council to conduct public interviews with the city manager candidates.

## **10. OLD BUSINESS:**

Councilor Matthews – made a motion to revert back to the resolution adopted by council for abbreviated minutes seconded by Councilor Quinn.

City Manager Edmunds explained the minutes would show the *motion, the second and the vote*. The minutes would not describe any discussion.

Councilor Plantamura noted in the existing minutes there is more than the motion, the second and the vote. The May 12<sup>th</sup> business minutes and workshop minutes have more detail than a motion, a second and the vote.

Councilor Matthews moved to amend his original motion that we amend the minutes tonight to reflect the abbreviated function of our resolution and going forward that we adhere to it seconded by Councilor Quinn.

Councilor Burke questioned if the meeting minutes satisfies the resolution of minutes.

City Manager Edmunds explained the current minutes were intended to provide a summary as well as recorded actions. City Manager Edmunds noted council has already acted upon those minutes so a motion to somehow amend them would probably not be appropriate.

Councilor Plantamura noted she is concerned why council would not want to detail council minutes.

Vice-Mayor Barnhorn explained Councilor Matthews recommended the minutes to be abbreviated – motion, seconded and vote and currently the minutes are summarized abbreviated.

City Manager Edmunds explained the resolution was presented to council several meetings ago. Abbreviated minutes are different from action minutes. The attempt is to provide abbreviated minutes to try to summarize the discussion without getting into detail and recording the motion, the second and the vote. The current motion before you is strictly the motion, the second and the vote.

Councilor Matthews restated his amended motion is to revert back to the vote tonight on the minutes to change it to a vote to make it comply with our resolution and seconded by Councilor Quinn.

#### **MOTION TO PASSED 4 TO 1**

Vice-Mayor Barnhorn explained the original motion as amended, is a straight abbreviation that states the action item, the first, the second and the vote.

#### **AMENDED MOTION FAILED 3 TO 2**

Vice-Mayor Barnhorn noted a public record request is not always associated with a cost. If the information is requested as a hard copy, there will be a cost associated with the paper. Secondly, a Public Record Requests can be requested by anyone and depending on how much time is needed to fulfill the request by staff, a cost may be associated with the request along with the cost of the paper.

Vice-Mayor Barnhorn motioned as a member of council if we make a request for information from Frank or a successor City Manager they will make a best effort to fulfill the request as their time permits at no cost. If we make a formal public records request it will be filled based on the policies we have in place for all and any and all applicable charges to the public will be charged to that councilor. If the manager feels any councilor is over taxing our resources he should bring that to the council's attention seconded by Councilor Matthews.

#### **MOTION TO PASSED 4 TO 1**

Councilor Quinn read a statement regarding Councilor Plantamura with a copy to the City Clerk.

**10. NEW BUSINESS:**

Councilor Burke inquired if the Florida Statute 119 pamphlet could be ordered for council. Councilor Plantamura noted she received the "Government-In-The-Sunshine-Manual" when she became a council member.

**11. CONSIDER A MOTION FOR ADJOURNMENT**

Motion made by Councilor Burke seconded by Councilor Quinn to adjourn the meeting at 8:37 p.m.

Date Approved: May 9, 2015

Patricia Beliveau  
Minutes prepared by City Clerk  
Patricia Beliveau

Leslie Waters  
Leslie Waters, Mayor