

**BUSINESS MINUTES
SEMINOLE CITY COUNCIL
AUGUST 25, 2015**

A Business Meeting of the Seminole City Council was held on Tuesday, August 25, 2015, at 7:00 p.m., in City Hall, City Council Chambers, 9199 – 113th Street North, Seminole, Florida.

Mayor Waters called the meeting to order at 7:00 p.m.

Councilor Plantamura provided the invocation and Pledge of Allegiance.

Present were: Mayor Leslie Waters, Vice-Mayor Thom Barnhorn, City Clerk Patty Beliveau, Councilor Chris Burke, City Attorney Jay Daigneault, Councilor Roger Edelman, Councilor Bob Matthews, Councilor Patricia Plantamura, Councilor Jim Quinn, and City Manager Ann Toney-Deal.

City Manager Ann Toney-Deal was administered the oath of office for City Manager by Mayor Waters. Mayor Waters also welcomed new City Attorney Jay Daigneault.

INTRODUCTIONS AND PRESENTATIONS:

- Florida Caregivers – President/Director Maria Winer presented the Florida Caregivers Network, a non-profit organization created to help caregivers take care of loved ones with Alzheimer's/Dementia.
- Fire Ops 101 Presentation – District Chief Jeremy Newton recognized Councilor Roger Edelman for his participation in the Fire Ops 101. Councilor Edelman was presented with a Fire Ops 101 helmet.
- John Chapin, Dean of National Science, St. Petersburg College – presented an update on the Bay Pines facility located near Hurricane Hole. Dr. Chapin explained St. Petersburg College has had a few design changes to the Marine Science building. The facility is a collaborative center for the college, students and faculty to do group research. The facility is also intended to be a community resource for groups that are interested in environmental or marine projects. Dr. Chapin presented a slide presentation of the facility.
- Pinellas Country Fair – Mayor Waters explained the country fair will be held on November 3rd – 5th in Pinellas Park at the England Brothers Park. They are requesting city participation from all local municipalities. Mayor Waters is seeking council's consensus to direct City Manager Toney-Deal to have staff represent the city and participate in the event.

COUNCIL CONSENSUS WAS TO DIRECT CITY MANAGER TONEY-DEAL TO HAVE STAFF PARTICIPATE IN THE EVENT.

1. PUBLIC COMMENTS:

None

2. APPROVAL OF MINUTES – MEETING MINUTES OF AUGUST 11, 2015.

Motion made by Councilor Burke seconded by Vice-Mayor Barnhorn to approve Business Meeting Minutes on August 11, 2015.

ALL IN FAVOR. MOTION PASSED 6 - 1

3. CONSIDER AUTHORIZATION FOR THE CITY MANAGER TO ENTER INTO A CONSTRUCTION MANAGER (AT RISK) SERVICES AGREEMENT WITH BILTMORE CONSTRUCTION CO. INC. FOR THE DEMOLITION AND CONSTRUCTION OF FIRE STATION 32.

Mayor Waters recognized City Manager Toney-Deal to explain. City Manager Toney-Deal explained a document was recently distributed with some suggested changes. Both she and Attorney Daigneault have reviewed the material and either wording is appropriate. City Manager Toney-Deal requested Council's approval with the noted changes on page 14. The changes delineate how the agreement would be handled and is a process that is typically used.

Motion made by Vice-Mayor Barnhorn seconded by Councilor Burke to authorize the City Manager to enter into a Construction Manager (At Risk) Services Agreement with Biltmore Construction Co. Inc. for the demolition and construction of Fire Station 32 with the changes that were presented tonight.

Councilor Burke inquired the time table for the project. City Manager Toney-Deal noted with the suggested changes the project will be shortened by a couple of weeks. Fire Chief Burford explained that on October 1, the firefighters will vacate the current location and move into a temporary location on 106th Avenue. Administration and Biltmore are expecting approximately an eight to nine month build time.

Councilor Plantamura noted according to the agreement, an evaluation committee met in February and ranked the four companies. The committee consisted of Fire Chief Burford, Public Works Director Hockenbury and a member from Fleischman Garcia Architects.

Councilor Plantamura inquired if there was a grid ranking sheet of the companies. Chief Burford explained the panel which included herself, Director Hockenbury and the architect, evaluated the presentations and the submittals of the four Construction Manager At-Risk groups. They were ranked on the number of variations and the number of criteria and scored each submittal. The committee submitted its recommendation to the city manager in the order of 1 through 4.

ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY.

4. CONSIDER AUTHORIZATION TO NEGOTIATE FEES FOR ARCHITECTURAL SERVICES FOR THE LURIE OFFICE BUILDING.

Mayor Waters recognized City Manager Toney-Deal to explain. City Manager Toney-Deal explained that city staff went through the architecture selection procedure and included documentation on how the statement of qualifications process works.

A committee that consisted of Dr. James Olliver, representative for the Seminole Chamber of Commerce and former SPC Provost, former City Manager Frank Edmunds and Public Works Director Jeremy Hockenbury ranked the firms. City Manager Toney-Deal explained the Florida Statutes contemplate that the city council rank the top three firms and authorize the city manager to negotiate with the first firm. If for any reasons the negotiations fail with the first firm, then the city would negotiate with the second firm and then the third.

City Manager Toney-Deal presented the ranking of the architectural firms: 1) Hoffman Architects, P.A., 2) Holmes Architects and 3) Mason Blau & Associates, Inc. and requested authorization to initiate negotiations with Hoffman Architects.

Councilor Edelman recused himself from voting on the agenda item due to his involvement with the Chamber of Commerce.

Motion made by Councilor Matthews seconded by Councilor Quinn to approve the ranking of the three architectural firms and authorize the City Manager to enter into negotiations for architectural services with Hoffman Architects, P.A.

ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY.

5. CONSIDER APPROVAL FOR THE SALE OF BEER, WINE AND ALCOHOL “SPIRITS” AT SEMINOLE PARK BY THE ROTARY CLUB OF SEMINOLE FOR THE THIRD ANNUAL CRAFT BREW FESTIVAL.

Mayor Waters recognized City Manager Toney-Deal to explain. City Manager Toney-Deal explained Council previously approved the sale of beer and wine by the Rotary Club of Seminole. The Rotary Club would like to include the sale of other alcohol “spirits” at the Craft Brew Fest event. City Manager Toney-Deal mentioned the club agreed to adhere to the Florida Responsible Vendor Act.

Recreation Director Becky Gunter explained with the modified agreement before council, the recreation department is requesting an additional Pinellas County deputy to be hired for the event as well as a club member be certified with the Florida Alcohol Seller Server Vendor program. The program is an online program that educates the individual to be responsible distributors of alcohol.

Motion made by Councilor Quinn seconded by Councilor Edelman to approve the sale of beer, wine and alcohol “spirits” by the Rotary Club of Seminole, a non-profit organization, at Seminole City Park for the third annual Craft Brew Fest, to authorize the City Attorney to prepare an agreement reflecting the request and to authorize the City Manager to execute the agreement.

Vice-Mayor Barnhorn explained he does not have any issues regarding selling beer and wine at the event; however, he has reservations of selling “spirits” alcohol. Councilor Burke inquired why the club is adding “spirits” to the Craft Brew Fest event.

Mr. Tim Ingold, President of the Seminole Rotary Club – address 441 Corvette Drive, Largo, explained the only issues last year were that parents were stepping over a three-foot fence with beer and going to the playground with their children. The club will ensure that does not happen again by enhancing the layout and having an additional deputy. Mr. Ingold noted club members will check identification when visitors enter the event and have non-removable wristbands, as well as check identification during the event and add additional signage.

ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY.

6. CONSIDER APPROVAL AND AUTHORIZE CITY ADMINISTRATION TO PURCHASE COMPUTER EQUIPMENT AND A SCANNER NOT TO EXCEED \$4,300 FROM THE FISCAL YEAR 2015-16 CAPITAL IMPROVEMENT PROJECT (CIP) BUDGET.

Mayor Waters recognized City Manager Toney-Deal to explain. City Manager Toney-Deal explained the funds were allocated for the purchase of computers and scanner equipment in the 2015/16 Capital Improvement Fund. The computer equipment is designated for the city manager’s office and the scanner for the community development department.

Administration requested council's approval for the expenditure.

Motion made by Councilor Matthews seconded by Vice-Mayor Barnhorn to authorize the expenditure not to exceed \$4,300.00 from the Capital Improvement Fund for the purchase of computer equipment and a scanner.

ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY.

7. CITY COUNCIL REPORTS

Mayor Waters – Noted that Councilor Matthews was recognized at the Florida League of Cities conference for his 25 years of service and received the John Land Award. She attended the Florida League of Cities Conference as well at the Florida League of Mayors. The theme of the conference was “Florida Cities – A Public Conversation.” She participated in the roundtable discussion and sessions which included “Building Your Political Brand” by Speaker Ryan Houck, “City Catalyst Grants” program, “Open Door” program by Ed Jennings from HUD, the Transportation and Intergovernmental Issues, Economic Development Action Steps for Success, How to support and promote greater civic participation in policy making through training, consulting and grant making and how should Florida plan for its Growing Aging Population, a session on the FLC goals “Public Safety, Infrastructure and Economy.” Mayor Waters submitted her report to the city clerk.

Councilor Burke – No report

Councilor Quinn – Attended the Florida League of Cities conference sessions – Energy, Environment and Natural Resource committee; Let's Talk Trash; Private Property Rights, the growing aging population session, breakfast meeting with the Suncoast, Manasota, Tri-county and Volusia League of Cities; and the business session voting in the new officers for the Florida League of Cities.

Councilor Plantamura – No report

Councilor Matthews – Thankful that Patricia Hartstein, Janet Long and Dan Hester attended City Manager Edmunds' last council meeting as the city's city manager. Attended the Florida League of Cities conference in Orlando and will submit a report at a future date.

Councilor Edelman – Submitted report to the city clerk.

Vice-Mayor Barnhorn attended the Florida League of Cities conference – Finance, Taxation and Personnel Committee, the Fast Committee and attended several workshops. Vice-Mayor Barnhorn also attended a Military Memorial Service.

8. CITY MANAGER REPORT

- Candidate Informational Meeting is scheduled for Tuesday, September 1st @ 6:00 p.m. at city hall.
- League of Women Voters are interested in conducting a candidate forum in the council chambers on October 8. Motion made by Councilor Edelman, seconded by Vice-Mayor Barnhorn for the League of Women Voters to host a candidate forum at City Hall on October 8th.

Councilor Matthews noted he was disappointed that he was not permitted to handout literature to the audience last year when he was a candidate. He also noted that questions from the audience should be allowed to be asked of the candidate unless it is derogatory. Councilor Quinn explained that the League of Women Voters censure and decide the questions that will be asked to each candidates.

Mayor Waters noted there are other organizations that can conduct the candidate forum such as St. Petersburg College. Mayor Waters inquired what was the policy regarding having campaign signs outside city hall and campaign material inside the council chambers. City Attorney Daigneault noted there are questions of what can and cannot be done in terms of the electionery statutes. He would like to see the format used by the League of Women Voters so he can compare it to the statutes.

Councilor Burke moved to table the candidate forum for October 8, so City Attorney Daigneault can review the material.

ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY.

- Seminole Historical Society Invitation – City Manager Toney-Deal inquired if Council plans to attend the event to advise the city clerk so she can provide the Historical Society with a headcount.
- September Calendar of Events – the next council meeting will be held on Wednesday, September 9th @ 7:00 p.m. The meeting will include the city's first budget public hearing.
- Declare as Surplus and Authorize Sale of City Vehicle – City Manager requested council approval to declare as surplus a city vehicle and authorize the sale of the vehicle. Motion made by Vice-Mayor Barnhorn, seconded by Councilor Matthews.

Councilor Plantamura inquired if the vehicle in question was the second vehicle that was discussed a few months ago. City Manager Toney-Deal recognized Director Kyne to explain. Director Kyne noted the vehicle is a 2002 Ford Taurus that was used by Administration. The vehicle has 85,000 miles and the city mechanic has informed staff the vehicle should not be driven out of the county.

Councilor Plantamura explained a few months ago the city donated a vehicle to MEOW NOW. During that time there was a second vehicle for surplus and inquired if the second vehicle was sold. Councilor Plantamura noted council should have some sort of protocol for donating vehicles in the future.

Councilor Burke noted he would like more details on the vehicle before he would consider to surplus the vehicle.

COUNCIL TABLED THE ITEM UNTIL MORE INFORMATION IS PROVIDED ON THE VEHICLE.

- Release of Lien – City Manager Toney-Deal requested council approval regarding the lien on a property that was mowed and cleaned by city staff. Motion made by Councilor Matthews, seconded by Councilor Quinn to approve the release of lien.

ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY.

Mayor Waters presented City Manager Toney-Deal with a city lapel pin and a flag pin.

9. OLD BUSINESS:

Councilor Burke inquired if council will be receiving a revised version of the city attorney contract with the different names. City Attorney Daigneault noted he didn't think the contract needed to be changed from a legal perspective; however, council may want to do a formal appointment or a resolution to that affect.

10. NEW BUSINESS:

Vice-Mayor Barnhorn requested guidance on how to taper council from disparaging the city and speaking ill of other council members. During the Florida League of Cities conference, a council member spoke ill of the city and other council members. Vice-Mayor Barnhorn inquired what kind of action council could take on this type of activity.

Mayor Waters along with other council members who attended the Florida League of Cities conference indicated they had been advised of the same information.

Councilor Burke inquired if the City had a rule that addresses disparagements of other employees and the city itself.

Councilor Plantamura noted she found it disconcerting and explained that all seven council members have professional reputations to uphold. She finds singling out one person is not right for any city to be doing.

Mayor Waters suggested that the council consider setting a workshop in the future to further discuss what is proper behavior.

Councilor Quinn noted at the September 22 council meeting a representative from the Florida Sheriff Youth Ranch will recognize a council member.

11. CONSIDER A MOTION FOR ADJOURNMENT

Motion made by Vice-Mayor Barnhorn seconded by Councilor Matthews to adjourn the meeting at 9:22 p.m.

Date Approved: 9.9.15

Patricia Beliveau

Minutes prepared by City Clerk
Patricia Beliveau

Leslie Waters
Leslie Waters, Mayor