BUSINESS MINUTES
SEMINOLE CITY COUNCIL
MAY 10, 2016

The Business Meeting of the Seminole City Council was held on Tuesday, May 10, 2016, at 6:00 p.m., in City Hall, City Council Chambers, 9199 - 113th Street North, Seminole, Florida.

Mayor Waters called the meeting to order at 6:00 p.m.

Mayor Waters provided the invocation and the Pledge of Allegiance.

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

Mayor Waters opened and explained the National City Council Meeting and directed speakers who wish to speak to fill out a speaker card.

Michele Abramo, addressed 12229 – 92nd Terrace North, Seminole, Florida 33772 expressed her appreciation to the City Council and the community for their assistance and support of the Seminole Historical Society Museum and encouraged continued community support in celebrating and preserving the history of Seminole. The museum is open on Saturdays from 8 a.m. to 2 p.m.

Mayor Waters closed the National City Council Meeting at 6:06 p.m.

INTRODUCTIONS AND PRESENTATIONS:

- Orange Grove Elementary School Grant.
  Councilor Bob Matthews presented Orange Grove Elementary School, Principal Christine Porter, with a $250 Grant.

- Seminole Youth Athletic Association Grant.
  Councilor Chris Burke presented Seminole Youth Athletic Association, Executive Director John Sessa, with a $5,000 Grant.

- Building Safety Month Proclamation.
  Councilor Thom Barnhorn presented Building Official, Jim Ford, with the Building Safety Month Proclamation.

- Public Works Week Proclamation.
  Vice Mayor Jim Quinn presented Public Works Director, Jeremy Hockenbury, with the Public Works Week Proclamation.

- Presentation of the Government Finance Officers Distinguished Budget Award.
  Councilor Trish Springer presented Administration Director, Harry Kyne, with the Government Finance Officers Distinguished Budget Award plaque. City Manager Toney-Deal explained that this is the highest award a city can receive regarding budgeting. This is the 9th year in a row that the City has received this award.

- St. Petersburg College Provost Mark Strickland.
  Provost Mark Strickland provided Council with a PowerPoint presentation on the latest St. Petersburg College projects: the relocation area for the Green Living Demonstration Center at the St. Petersburg Seminole Campus; the Bay Pines (STEM) Learning Center rendering which will be completed by January/February 2017; plans to tilt and elevate the Solar Panels at the Seminole Campus so that the area beneath the panels can be utilized by students, faculty and the community; the Student Services build out area in the University Partnership Building; and the elimination of the portables.

  Vice Mayor Quinn inquired if the College will allow placing a food collection box for the food pantry at the campus. Provost Strickland replied yes.

- 2015 Comprehensive Annual Financial Report.
  Peter Schatzel of Wells, Houser & Schatzel, P.A. presented the 2015 Comprehensive Annual Financial Report and distributed the Audited Financial Statement highlight sheet. He stated that overall the City has maintained its sound financial condition, that the City has 5.2 months of reserves for general fund expenditures; the Firefighters' pension fund decreased $2.4 million in 2015 and is 91% funded; the Florida Retirement net pension liability was almost $2,000,000 and is 86% funded; on Capital Assets, the City spent $2,900,000 and the City did not take any new debt in 2015 and decreased debt by $904,000. Mr. Schatzel stated the City has remained in compliance with the laws and regulations of the bond indebtedness terms.

  Councilor Edelman inquired if the City should increase the 5.2 months reserve that currently exists and asked if the City's reserves are consistent with other local municipalities. Mr. Schatzel stated he does not believe that the City needs to increase their reserves and that the City's operating expenses have stayed level throughout the years.

1. PUBLIC COMMENTS:

Dr. Jaya Prakash – address 11498 69th Avenue, Seminole, Florida 33772 from the Kiwanis Club of Seminole; will be hosting the Creative Arts Festival scheduled for Saturday, May 14, 2016, at the St. Petersburg College – Seminole Campus. The event is scheduled from 10 a.m. to 6 p.m.

Yvonne Libsansky - address 11841 – 108th Court North, Seminole, Florida 33778 supports residents that wish to have chickens on their property. She suggested a workshop be held to set perimeters and guidelines for having chickens on their property.

Vanessa Sanchez address 6473 – 17 Terrace North, St. Petersburg, Florida 33710 supports and explained the benefits having chickens.

2. APPROVAL OF MINUTES – MEETING MINUTES OF APRIL 26, 2016.

Motion made by Vice Mayor Quinn seconded by Councilor Burke to approve Business Meeting Minutes of April 26, 2016.

ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY.

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APPROVAL OF MINUTES – WORKSHOP MEETING MINUTES OF APRIL 26, 2016.

Motion made by Councilor Barnhorn seconded by Councilor Springer to approve Workshop Meeting Minutes of April 26, 2016.

ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY.
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3. CONSIDER APPROVAL AND AUTHORIZE THE CITY MANAGER TO EXPEND CAPITAL IMPROVEMENT PROJECT (CIP) FUNDS NOT TO EXCEED $7,700 FOR THE PURCHASE OF COMPUTER EQUIPMENT FOR THE LIBRARY, FINANCE AND BUILDING DIVISIONS.

Mayor Waters recognized City Manager Toney-Deal to explain. City Manager Toney-Deal explained the need to purchase computer equipment utilizing funds from the CIP budget. All the computers and monitors will be the same. The purchase will included five computers and five monitors for the Library, one of each for the Finance Department and one computer for the Building Division. The cost for each computer is $909.43 and the monitors will cost $197.99 each. City Manager Toney-Deal is requesting Council approval to expend Capital Improvement Project funds for the purchase the computers and monitors for the Library, Finance and Building departments.

Motion made by Councilor Springer seconded by Vice Mayor Quinn to authorize an expenditure not to exceed $7,700 from the Capital Improvement Fund for the purchase of five computers and five monitors for the Library Division, one computer and one monitor for the Finance Division, and one computer for the Building Division.

Councilor Burke inquired if the new computers will be for the patrons or the Library staff. City Manager Toney-Deal stated they will be for the Library staff.

ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY.

4. **CONSIDER APPROVAL AND AUTHORIZE THE CITY MANAGER TO FACILITATE THE CO-SPONSORSHIP WITH THE GREATER SEMINOLE CHAMBER OF COMMERCE FOR THE 37TH ANNUAL KIDS APPRECIATION DAY.**

Mayor Waters recognized City Manager Toney-Deal to explain. City Manager Toney-Deal explained the Chamber of Commerce and the City of Seminole have co-sponsored the Annual Kids Appreciation event for 14 years. This year's event is scheduled for June 7th at 3 p.m. at the Seminole City Park. The attached agenda memo indicates the services that the City will provide. Staff is requesting Council approval to co-sponsor the Annual Kids Appreciation Day on June 7th at City Park and provide the listed personnel needed services.

Councilor Edelman excused himself from any discussion and voting due to conflict of interest on this agenda item.

Motion made by Councilor Barnhorn seconded by Councilor Matthews to authorize the City Manager to facilitate the co-sponsorship with the Greater Seminole Chamber of Commerce for the 37th Annual Kids Appreciation Day by authorizing the above mentioned facility and personnel use and services.

ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY.

5. **CONSIDER APPROVAL AND AUTHORIZE THE CITY MANAGER TO MAKE AMENDMENTS TO THE COMPENSATION AND CLASSIFICATION PLAN AND CONSOLIDATE TWO PART-TIME POSITIONS.**

Mayor Waters recognized City Manager Toney-Deal to explain. City Manager Toney-Deal explained this item is to request the placement of a Fire Inspector position in the City Compensation Plan and the consolidation of two part-time Fire Inspector positions.

City Manager Toney-Deal explained historically the Fire Inspector position was occupied by a union member and was paid per the guidelines of the collective bargaining agreement. Later, a part-time civilian Fire Inspector was hired and a second civilian employee was transferred into a second part-time Fire Inspector position. Both positions were paid according to the pay range identified in the Union collective bargaining agreement.

City Manager Toney-Deal noted Staff would like to consolidate the two current, part-time Fire Inspector positions to create a full-time civilian Fire Inspector position. She also

recommended approval to assign the Fire Inspector position as a pay grade 12 in the City Compensation and Classification Plan.

Motion made by Vice Mayor Quinn seconded by Councilor Burke to amend the City of Seminole Compensation and Classification Plan and the City of Seminole Exempt/Non-Exempt FY16 Employee Pay Plan to include a civilian Fire Inspector position at pay grade 12.

ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY.

Motion made by Councilor Edelman seconded by Councilor Barnhorn authorizing that the two Part-Time civilian Fire Inspector Positions be consolidated, creating one (1) Full-Time civilian Fire Inspector position.

ALL IN FAVOR. MOTION TO APPROVE CARRIED UNANIMOUSLY.

6. CITY COUNCIL REPORTS:

Councilor Springer - no report.

Vice Mayor Quinn attended the Citizen's Academy session at the Fire Department, the Historical Society Meeting where City Manager Toney-Deal was the speaker, and the Arbor Day event at the Seminole Recreation Center.

Councilor Burke – no report.

Councilor Edelman filed his report with the City Clerk.

Councilor Barnhorn attended the planting of a live oak tree at the Recreation Center and a workshop on Planning for and Responding to Active Shooter Incidents in Orlando. He presented a video on the subject matter.

Councilor Matthews – no report.

Mayor Waters attended the Florida League of Mayors Conference in Orlando and met with leaders from the Seminole Elks Club to discuss sponsorship opportunities at Waterfront Park.

7. CITY MANAGER REPORT:

- Community Policing
  Deputy Festa explained that the traffic issues are the number one complaint in the community, that there is an increase of burglaries in the area and he has conducted bike patrols to assist the area transit population.

Deputy Festa met with the Texas Roadhouse manager and the manager would like to schedule a competition event between the Seminole Fire Rescue and the Sherriff's Office for an "all you can eat ribs" contest. He will keep the City posted on the event.

- Update on Seminole City Center
  The vertical building permits for outparcels 2, 6 and 7 and retail building P3 have been issued. The building slab for the Bay Pines hotel will be poured on Friday. Community Development Director Ely stated Outparcel 2 is for Pollo Tropical and no other businesses have yet been identified for the remaining outparcels.

- Discuss Purchase of Available Land for City Purposes
  City Manager Toney-Deal explained she does not have anything to advance to Council, however there may be an opportunity to pursue a couple of parcels that Council may be interested in. She asked for guidance in how to proceed with brining a recommendation to purchase land to the Council. The Council gave consensus that the City Manager could execute a contract for purchase that would include a condition in said contract that approval would be required by the Council. Should the Council not approve the contract, the City would be relieved of any obligations under the same which would include the return of the good faith deposit. Any such contract will be reviewed and approved by the City Attorney before execution of the contract.

- Hurricane Seminar
  A Hurricane Seminar is scheduled for Saturday, May 21st at the Seminole Community Library from at 9 a.m. to 11 a.m.

City Manager Toney-Deal explained a memo from the Florida Department of Transportation regarding the 2017 reimbursable funding for landscape design and installation grant opportunity. She stated that the City has submitted a request for $75,000 for landscaping design and installation on Bay Pines Boulevard from the Long Bayou Bridge to State Route 66.

City Manager Toney-Deal inquired if Council would consider a workshop to discuss the two agreements on the Lurie Building project. Council consensus was to schedule a workshop at 6:00 p.m. on Thursday, May 19th at City Hall.

City Manager Toney-Deal distributed a tentative Workshop schedule. Discussion on Paperless Agendas and the development of the City Manager and City Attorney Annual Evaluation forms is scheduled to be held on June 14th and the Corridor Improvement Grant Program on July 26th.

Councilor Matthews inquired about Council receiving workshop materials prior to any scheduled workshop, allowing Council the opportunity to review and discuss the subject matter at the workshop.

City Manager Toney-Deal distributed a copy of the City Council 2015-2019 Goals and the 2016-2020 Proposed Goals. She asked for feedback on the goals and noted that at a future meeting, Council will have the opportunity to adopt the goals.

8. OLD BUSINESS:

None

9. NEW BUSINESS:

Vice Mayor Quinn explained the Postal Food Drive event scheduled for Saturday, May 14th and the need for volunteers who have a truck or SUV to assist and follow the postal personnel in collecting the canned goods.

Mayor Waters suggested a Medicine Cabinet event and target the Lake Seminole Square and Freedom Square facilities to dispose of drugs that are no longer needed.

10. CONSIDER A MOTION FOR ADJOURNMENT:

Motion made by Councilor Burke seconded by Councilor Barnhorn to adjourn the meeting at 8:12 p.m.

Date Approved: 5.24.16

Patricia Beliveau
Minutes prepared by City Clerk
Patricia Beliveau

Leslie Waters
Leslie Waters, Mayor