

**MINUTES
SEMINOLE CITY COUNCIL
ANNUAL WORKSHOP
JANUARY 20, 2018**

The Annual Workshop of Seminole City Council was held on Saturday, January 20 2018, in the Seminole Community Library, 9200 – 113th Street North – Library Program Rooms A and B, Seminole, Florida.

Present were: Mayor Leslie Waters, Vice-Mayor Roger Edelman, Councilors Thomas Barnhorn, Chris Burke, Bob Matthews, Jim Quinn, Trish Springer, City Manager Ann Toney-Deal, City Attorney Jay Daigneault, City Clerk Patty Beliveau, Fire Chief Heather Burford, Community Development Director Mark Ely, Public Works Director Jeremy Hockenbury, Administration Director Harry Kyne, Library Director Mike Bryan, Recreation Director Becky Gunter and Human Resources Director Erica Ottmann.

Continental Breakfast was available at 8:00 a.m.

Mayor Waters called the meeting to order at 8:30 a.m.

STAFF DISCUSSION

- Comments on Hurricane Irma
 - ✓ City Manager Toney-Deal explained the City's Emergency Management process and indicated that every employee was engaged and assigned a task prior, during and after Hurricane Irma.

OPEN DISCUSSION

- Hurricane Irma - lessons learned (Storm results to include cost, man-hours worked, over time worked by employee, and cost for the contractor.)
 - ✓ City Manager Toney-Deal explained that generators and electronics will be subject to scheduled testing.
 - ✓ Modifications will need to be made to city offices to ensure the facilities are connected to backup generator (unless generator is sized for entire building).
 - ✓ Investigate several types of communication avenues (Facebook, Twitter, Newsletter etc.).
 - ✓ Conduct a 2018 Hurricane Forum perhaps at the St. Petersburg Digitorium.
 - ✓ Communications with resident about debris separation for pickup.
 - ✓ Purchase cell phone solar power kiosk(s).
 - ✓ Share information with Chamber of Commerce.
 - ✓ City Manager will distribute FEMA summaries when completed.
 - ✓ Council's consensus to issue Councilors a City photo identification badge.

- ✓ Identify multiple means to distribute information about garbage/trash collection before and after storm events.
 - ✓ Include hurricane preparedness information in Summer Newsletter
- Hardening City facilities
 - ✓ Discussion on storing software data at different locations.
- Long Range Goal Setting/Strategic Planning Process
 - ✓ City Manager recommended a workshop be scheduled to conduct a facilitated goal setting and strategic planning process.
- City Motto & Mission Statement
 - ✓ Council consensus was not to change the City's Mission Statement and to discontinue the usage of the City Motto.
- Pennies for Pinellas (Penny 4) Planning
 - ✓ This will tie into the long term goal setting process.
- Waterfront Park
- Waterfront Park Design Changes
 - ✓ Advertise a timeline of the park's development status when status is known.
 - ✓ Consider a life size jet close to the veteran's location. (Burke) No discussion ensued.
- Blossom Lake Park
 - ✓ Create a master plan of Blossom Lake Park. Also review the master plan of Waterfront Park as it evolves.
- City Beautification Program
- City Corridors (reflective City signs on median; massage parlors, Kratom, head shops; enhancement initiative)
- City corridor improvements
 - ✓ Focus on corridors along 113th, Park Boulevard and Seminole Boulevard.
 - ✓ Where possible regulate business not in keeping with corridor improvements effort.
 - ✓ Ensure businesses are following city ordinances.
 - ✓ Consider adding poles in areas for future corridors, banners, decorations, etc.
- Neighborhood Identity/Branding
 - ✓ Investigate how other communities have successfully implemented neighborhood identify/branding programs. Determine what elements may be effective in Seminole.

- Land acquisition
 - ✓ Discussed purchasing property: Seminole Boulevard and property next to City Park. It was noted that the City Manager has been authorized to make offers to purchase property subject to Council approval.
- Overpass/cross walk on 113th Street in vicinity of Seminole Gardens or north of them.
 - ✓ Discussed an overpass in the vicinity of Seminole City Center and the cost associated with the overpass. There are logistical and right of way matters that would make this difficult to accomplish. No action taken.
- Christmas Decorations and Christmas Night Parade
 - ✓ Identify what Christmas decorations will be placed on the corridor.
 - ✓ Identify light poles that may need raisers.
 - ✓ Change Christmas ornaments to all LED lights.
 - ✓ Meet with SPC to see if they are able to put up Holiday Decorations.
- Fire Station at Bay Pines
 - ✓ Penny for Pinellas monies may be used to construct the building.
 - ✓ The County will determine when there is a need for this station and at that point contribute its share of the cost toward construction.
- Addition of Pinellas County Deputy
 - ✓ The City Manager has meet with Captain Leiner to discuss enhanced neighborhood patrol. Upon the Sheriff's approval, Seminole will hire Deputies for concentrated patrol.
- Consider purchase of a Bobcat Skid Loader
 - ✓ Consensus was to have Staff bring back a proposal for purchase.
- Forms of Municipal Government
 - ✓ Mayor Waters explained the City's form of government and the duties of the Mayor, Council and City Manager. The "Duties of Municipal Officials in Different Forms of Government" document was distributed.
- City Manager Performance Evaluation Process
 - ✓ It was Council's consensus to continue using the current appraisal form for the city manager's yearly performance evaluation.
 - ✓ City Manager is to prepare a "highlight of the Year" prior to the evaluation.
- Council meetings, time/content
- Council agenda content changes
 - ✓ It was Council's consensus that there may be a few exceptions, but that "Introduction/ Presentations" speakers are limited to 15 minutes.
 - ✓ Suggestion to consider using Penny for Pinellas money for new cameras and speakers in Council Chambers.

- Policy for Council member private meetings with developers and vendors
 - ✓ City Attorney Daigneault recommended Council to not meet with developers and vendors prior to items scheduled for discussion at Council meeting.

- Council representation policy
 - ✓ Councilor Burke proposed that a policy be established noting that a Council member not represent Council unless it was Council's consensus for them to do so. No action taken.

- Discussion and presentation of the Charter, protocol of council, Roberts Rules, Home Rule, transparency. No action taken.

- Council Decorum & Respect of Process. No action taken.

- Annual Volunteer Dinner
 - ✓ It was Council's consensus to schedule the Annual Volunteer Dinner for Friday, November 30th.

- Review names of each employee that has left Seminole since 8-2015 and their reason for leaving.
 - ✓ City Manager Toney-Deal distributed the "Termed Employees from 3/14/2012 through 1/14/18" listing. No action taken.

Meeting adjourned at 3:20 p.m.

Date Approved: Feb 13, 2018

Patricia Beliveau
 Minutes prepared by City Clerk
 Patricia Beliveau

Leslie Waters
 Mayor Leslie Waters