

City of Clearwater

*City Hall
112 S. Osceola Avenue
Clearwater, FL 33756*



Meeting Minutes

Thursday, August 4, 2016

9:00 AM

Special Budget Meeting

Council Chambers

Budget Hearing

Roll Call

Present 5 - Mayor George N. Cretekos, Vice Mayor Bill Jonson, Councilmember Doreen Caudell, Councilmember Bob Cundiff, and Councilmember Hoyt Hamilton

Also Present: William B. Horne II – City Manager, Jill Silverboard – Deputy City Manager, Pamela K. Akin - City Attorney, Rosemarie Call - City Clerk, and Nicole Sprague – Official Records and Legislative Services Coordinator

To provide continuity for research, items are listed in agenda order although not necessarily discussed in that order.

Unapproved

1. Call to Order – Mayor Cretekos

The meeting was called to order at 9:00 am at City Hall.

The Mayor wished the Coast Guard a happy birthday.

2. Citizens to be heard re items not on the agenda – None.

3. City Manager

3.1 Provide direction on pursuing a Bicycle Friendly Community designation for the City of Clearwater.

The Pinellas County MPO (aka Forward Pinellas) is working with the City of Clearwater and other municipalities in the county on developing a Countywide Bike Share Plan. A resolution to support the development of a "Countywide Bike Share Plan" is being brought to City Council as a separate action item August 4, 2016.

A resolution encouraging a Countywide Bike Share Plan lends credence to the City's effort to be a Bicycle Friendly Community. Encouragement and the Resolution are key components toward the goal of a Bicycle Friendly Community.

Attributes of a Bicycle Friendly Community include maintained trails, bike lanes where feasible, complete streets policy, and laws regulating the use of bicycles and motorist respect and are already in place in the City.

City Council would have to establish a Bicycle Advisory Committee that would

work under the guidance of a Bike/Ped Coordinator to advise City Council on the resources needed to effectively establish the "Bicycle Friendly Community" designation and make sure it stays productive and viable. This committee would be made up of residents and would address such areas as better education on Bicycle Safety and how to encourage more use of bicycles for daily trips. This committee would also work closely with the Forward Pinellas Advisory Committee on Bicycles and Pedestrian Issues (BPAC). Additionally the committee would be the "Caretaker" of the designation ensuring its continued success.

City Council would have to pass a city ordinance that would augment the state law requiring the appropriate distance of 3 feet from a bicycle when passing or changing lanes.

The designation is made by the League of American Bicyclists, established in 1880 and originally known as the League of American Wheelmen. The term of the designation is four years and is renewed during the year of expiration. Currently there is no cost to become a member but there is a detailed application process and the current deadline is August 9th, 2016. The next time to apply would be in the spring of 2017.

City staff requests guidance from City Council of how they wish to proceed.

Traffic Operations Manager Paul Bertels said staff is requesting guidance on whether to pursue the Bicycle Friendly Community designation from the League of American Bicyclists. Some of the attributes of a Bicycle Friendly Community include: maintained bike trails, feasible bike lanes, laws and ordinances regulating the interaction between bicycles and vehicles, and laws that encourage respect for bicyclists by motorists. The City has many of these attributes in place currently; the City would have to establish a Bicycle Advisory Committee composed of residents who would make recommendations on how to be bicycle friendly and work closely with MPO's bicycle committee. The MPO supports bicycles as a mode of transportation and encourages their development. Mr. Bertels said there is no cost to join the League; the next application deadline is August 9, 2016. The designation is valid for four years. If approved, staff would submit an application for the Spring 2017 deadline.

In response to questions, Mr. Bertels said the application process is arduous and applicants may not pass during their first submittal. If approved, the application process would be supported by the new transportation planner scheduled for the Fall. Deputy City Manager Jill Silverboard said the Bike/Pedestrian Coordinator position was eliminated ten years ago. The City Manager said staff will request funding from Council if no department funds are identified.

Suggestions were made to ensure money needed to implement the

amenities is identified. A concern was expressed that the cost to implement the amenities may be substantially higher than anticipated.

In response to a concern, Mr. Bertels said the designation encourages education components for bicyclists and motorists. Ms. Silverboard said funding in Penny for Pinellas 3 has been committed to implement bike friendly components (i.e., signage, lane striping, bike lane additions, etc.). There may be additional costs associated with the regional bike share plan being considered by Forward Pinellas. A regional bike share program may not qualify for Penny for Pinellas funding; staff would have to ask if bikes could be purchased with Penny funds.

Mr. Bertels said DOT studied Gulf to Bay Boulevard and determined it was not a good idea to install a bicycle lane due to the proximity of the Druid Trail.

Councilmember Caudell moved to direct staff to pursue a Bicycle Friendly Community designation for the City of Clearwater. The motion was duly seconded and carried unanimously.

3.2 Review a request from the Clearwater Arts Alliance (CAA) for support in the amount of \$8,000 annually for a period of two years from August 5, 2016 through October 31, 2017 to provide assistance for the development and staffing of the Executive Director position.

The Clearwater Arts Alliance (CAA) is the city-specific arts advocacy agency. Members of the volunteer board serve on the North Pinellas Cultural Alliance and Creative Pinellas advocacy groups. The CAA is seeking city support for the development and staffing of the organization's Executive Director.

The Executive Director is responsible for the organization's 501c3 compliance; financial and legal documents; fundraising and stewardship; website and social media; and day-to-day management.

The CAA has developed a five-year, multi-stage plan to increase arts and cultural offerings to Clearwater's citizens and visitors.

The overall goal of this plan is to return to the priorities set in the 2002 Clearwater Cultural Plan, developed by the CAA (formerly Clearwater Arts Foundation) during which numerous community input sessions and steering committee meetings prioritized six goals for developing arts and cultural offerings in the City of Clearwater.

Deliverables for year one of support include: a Private Development Public Art brochure; workshops for public art education (50 attendees annually); coordination of 6 arts advocacy events per year; completion of the traffic signal

box program.

Funds amounting \$8,000 will be provided for two years to equate to a total not to exceed \$16,000 to the CAA, with the first payment to occur in August 2016, the second and final payment to occur in October 2017.

Recreation Specialist Christopher Hubbard provided a PowerPoint presentation.

In response to questions, Mr. Hubbard said the position would not be staffed by city staff, but rather by CAA staff. Previously, the CAA had a part-time Executive Director, who now has a full-time position with Creative Pinellas. The Administrative Assistant/Executive Director position is vacant; the annual salary comprises 1/4 to 1/3 of CAA's annual budget. The City's funding would fund the position, allowing donations to fund CAA initiatives. Mr. Hubbard said the American for the Arts publishes an arts and economic prosperity index every couple of years. Organizations may use the arts and economic prosperity calculator to determine the impact to local economy and arts/culture sources. The City has not financially supported this organization in the past. When founded, city staff assisted the organization with in-kind support. The City has provided a one-time \$5,000-contribution to the North Pinellas Cultural Alliance for general operating funds; other municipalities had contributed to the Alliance for local community support. Mr. Hubbard said the pianos program was intended to be a temporary commission. Many of the pianos have remained in locations where purchased by donors. The Wrap the Box will be a longer commission; the vinyl wraps are expected to fade within four years. Mr. Hubbard said the City Manager has expanded the funding by approximately \$6,000 to wrap an additional 15-20 boxes throughout the city. If funding is needed for a third year, the CAA would approach the Council with a new agenda item.

It was suggested that public art commissions include more outdoor pieces.

Councilmember Caudell moved to approve a request from the Clearwater Arts Alliance (CAA) for support in the amount of \$8,000 annually for a period of two years from August 5, 2016 through October 31, 2017 to provide assistance for the development and staffing of the Executive Director position. The motion was duly seconded and carried unanimously.

3.3 Provide direction on the Nagano Sister Cities Cultural Exchange Program proposed budget.

Recreation Specialist Christopher Hubbard said the program had been granted \$3,000 annually to support the middle and high schools program. Staff is proposing increasing the budget to include the following items: Sister Cities Int'l. Annual Dues (\$1,000), High School Exchange Program (Nagano City Council requested program be reinstated, \$10,000 for 4 students and 1 chaperone), and annual savings for 60th Anniversary programming (beginning 2017/2018, \$23,385 would be set aside for delegation visits from/to Nagano in 2019/2020).

In response to questions, Mr. Hubbard said during this year's visit to Nagano, Council visited a Marukome Miso Company and the Hokto Mushroom Factory. The Monin Syrup is widely distributed in Nagano cafes. Mr. Hubbard said interest was expressed with establishing an economic exchange program with the Chamber of Commerce representatives. The impact to the students participating in the exchange program is invaluable; students are given the opportunity to experience a culture in another country. The students who participated in this year's exchange program will present their report on October 18 at 5:30 p.m. at the Long Center.

It was suggested that the students who participated in this year's exchange program present their report at a future council meeting.

The City Manager said during this year's anniversary trip by Council, there was a reaction to the experience and it was evident that Council wanted to do more than what was done in the past. There has not been a committed focus to the program. If there is an expectation for students to present reports to Council, staff must implement a mechanism that facilitates the process. Mr. Hubbard said the City has been dependent upon the Pinellas County School Board and schools able to facilitate the program. Staff has met with Clearwater Fundamental's principal regarding reinstituting. The High School exchange program would model the City's past program that included Countryside and Clearwater High Schools.

One individual stated that Sister Cities International sponsors the middle school program; the High School program was sponsored by the City.

One individual spoke in support.

Councilmember Hamilton moved to approve the Nagano Sister Cities Cultural Exchange Program proposed budget. The motion was duly seconded and carried unanimously.

3.4 Council discussion of fiscal year 2016/17 preliminary operating and capital improvement budget.

Moccasin Lake Nature Park Master Plan - Mayor Cretekos

Gulf to Bay Landscape Medians - Vice Mayor Jonson

- What would be the cost to maintain these medians to the same standard as in Largo and Oldsmar?

Pilot landscaping project with FDOT on US19 - Vice Mayor Jonson

- Could we commit to a pilot landscaping project with FDOT on US19 to determine the feasibility of using FDOT funds that are currently going to other cities? Suggest that this be initially funded at \$5000 in FY 2017, which is the same level as the Drew Street interchange.

Pension Credit Balance - Vice Mayor Jonson

In response to questions, Fire Chief Robert Weiss said the department conducts 500 inspections per year, which are an unfunded mandate by the State of Florida that increase annually. These periodic inspections are in addition to the 800 high target hazards annual facility inspections. The additional inspector will assist with the additional workload related to plan review process, allowing customers to coordinate walkthrough inspections via the Fire Department. The additional FTE will ensure periodic inspections do not exceed a 48-month timeline. Chief Weiss said the Department charges a plan review fee. The Shift Assistant Chief was performing the duties as the Respiratory Technician when not assigned as the Shift Assistant Chief; when performing as the Respiratory Technician, the individual received straight hourly pay. It is cost effective to hire an additional technician at a lower starting salary than to pay a unionized employee an \$40 per hour on average. Chief Weiss said the additional technician would also ensure consistency with the maintenance and repair process. The Department is required to provide a certain amount of training to maintain its ISO and State certification. The Training Lt. would ensure the administrative functions are consistent as those functions are now filled by light duty employees. The City Manager said the Department's peak staffing was in 2006/2007 at 221 FTEs; during the economic downturn staffing was decreased to 212 FTEs in 2007/2008 and then to 201 FTEs in 2011/2012.

Clearwater Gas Executive Director Chuck Warrington said the 19% budget increase is related to the new building being constructed and annual fuel expenses. The 12 new FTEs are being added because of

the increased workload related to the enlarged service area. The department provides a PILOT (payment in lieu of taxes) fee to the City based on the department's success.

Deputy City Manager Jill Silverboard said the Library's budget increase is related to the additional hours being provided at the new Countryside Library and the maker space program at the Main Library. Budget Manager Kayleen Kastel said the large increase in the interfund transfers is related to the N. Marina Area Master Plan's \$1,652,000 being transferred for the Seminole Boat Launch improvements.

Parks and Recreation Director Kevin Dunbar said the proposed budget for the parks and beautification program, which includes urban forestry, grounds keeping, and landscaping, is approximately \$13 million. The beach guards and the beach raking programs are funded by the Parking Fund. Clearwater is the only municipality in Pinellas County that provides year-round beach lifeguards.

Public Utilities Director David Porter said the balance remaining in the RO 2 Plant will be used to implement some modifications in the near future and then transferred to other capital improvement projects.

Ms. Kastel said, as it relates to the Capital Improvement projects scheduled in the out years, staff does not know if the Penny funding will be renewed and will not include those projects in the budget until a funding source is identified. Penny for Pinellas 3 is ending its cycle; staff hopes Penny is renewed for a 4th cycle, to begin in 2020. Finance Director Jay Ravins said the Parking Garage CIP may be funded through revenue bonds or reserves; staff must evaluate available options and Council's preference. Ms. Silverboard said Penny 3 identifies funding for Coachman Park. Staff will be pursuing state funds for the terminal building at the Airpark. The City Manager said the CIP budget is a planning document, but priorities shift regarding how the funds are used.

Engineering Director Mike Quillen said the department has taken over the marina parking permit sales; an additional 4.5 FTEs are needed to facilitate that process.

The Council recessed from 11:04 a.m. to 11:14 p.m.

Administrative Support Manager Felicia Donnelly said Moccasin Lake Park Master Plan was developed in 2013 and intended to be a 10-year schedule that includes redevelopment construction items and programmatic elements. Over 75% of the Plan has been addressed; staff estimates the Plan will be completed within five years. There is existing funding in the CIP for \$400,000 and \$200,000 from a Land and

Conservation Grant award.

In response to questions, Ms. Donnelly said Pinellas County eliminated the school participation program approximately ten year ago. The program included a teacher stationed at Moccasin Lake, providing all 4th and 5th grade Pinellas County students an opportunity to visit the park. The increased programming at Moccasin Lake has increased the visitation; there were 71 programs provided this Summer. Ms. Donnelly said 38 programs were provided in the Summer of 2013. Detailed studies showed that the average number of visitors on any given Monday was 8; did not make sense to have city employees staff the facility due to poor return on investment. Ms. Donnelly said the trail bridge washed out and has been closed for one year; construction is expected to begin in two months.

It was suggested that zip lines at Moccasin Lake be considered. Support was expressed to direct staff to research if a zip line can be implemented.

Ms. Donnelly said there is sufficient space but must determine if the activity is suitable based on the park's Master Plan's environmental component to preserve the property. The undeveloped areas in the park will be rezoned to a Preserve designation, which may limit the types of activities allowed. The areas are currently zoned Recreation Open Space. Deputy City Manager Jill Silverboard said when Council considered the proposal at Sand Key, Moccasin Lake was suggested as an alternative site. Ms. Donnelly said the \$600,000 budgeted for the park renovations include design and construction of existing facilities.

Discussion ensued with a comment made that most users of Moccasin Lake prefer it to be a passive park. There was consensus to direct staff to conduct a feasibility study on a zip line in Moccasin Lake.

Vice Mayor Jonson provided pictures of landscaped medians in Largo and asked what would it cost to bring the medians along Gulf to Bay Boulevard up to that standard.

In response to questions, Parks and Recreation Director Kevin Dunbar said staff believes the Department is resourced within budget to address that. There are a couple of medians that have soil issues; staff is considering a chemical solution to address the soil matter. If the soil matter is not corrected, the plantings and soil will be removed and replaced with new materials. The Department maintains 275 medians; 75 medians are located on major roads. Regarding the landscaping at the entrances of the community, staff is considering plant materials that are not as vibrant or colorful as those used in the past but are very sustainable. Mr. Dunbar said the medians that struggle the most Glenn Oaks and Crest Lake Parks due to heavy foot traffic.

Vice Mayor Jonson said FDOT requires a setback from the wall to the roadway. The agency allows a variance but the City must submit a request; FDOT is willing to design, demolish some of the hardscape and provide some of the plant material. Vice Mayor Jonson said the City would be required to maintain the landscaping. The City maintains the median landscaping at Drew Street for \$5,000. He requested consideration to allocate \$5,000 for a pilot project and tell FDOT the City would like to see what can be done.

Vice Mayor Jonson moved to allocate \$5,000 for a pilot project (US 19/SR 580) and tell FDOT the City would like to see what can be done. The motion was duly seconded.

Discussion ensued with comments made that there are locations throughout the city where the landscaping can be improved, state funding is available, and that the pilot project would take advantage of the City's Bright and Beautiful brand. Concerns were expressed with the proposed median location would have on staff's safety during landscaping maintenance and that the City has \$12 million budgeted for landscaping existing medians.

In response to questions, Mr. Dunbar said a contractor maintains the Drew Street location. The contractor is paid to pick up the trash and do some trimming. Other locations have posed a safety issue; employees have been hit by mirrors because motorists did not stop. Mr. Bertels has requested that median landscaping maintenance occur in the evening.

Upon the vote being taken, Vice Mayor Jonson and Councilmember Cundiff voted "Aye," Mayor Cretekos and Councilmembers Caudell and Hamilton voted "Nay." Motion failed.

Vice Mayor Jonson suggested consideration be given to reduce the contribution to the pension fund credit balance this year in order to pursue one of the investments discussed this morning. The City is one of a few municipalities with a fully funded pension plan. In addition, the City's pension plan has a credit balance.

Finance Director Jay Ravins said a white paper was provided to Council regarding the logic for the City's credit balance. Unlike most pension plans, the City's plan is dependent on the investment portfolio's performance, which is in excess of 900 million. Mr. Ravins said the assumed investment return on the portfolio is 7% annually. The City's contributes \$9 million a year. A market downturn dramatically impacts the plan; a 15% loss in one year would equate to \$200 million. The credit balance would help subsidize the City's required

contribution during a market downturn. Mr. Ravins said that given a previous \$200 million loss, staff supports maintaining a credit balance.

In response to a question, VM Jonson said he wants more visibility of performance measurements on the website.

The City Manager said ICMA has ceased the performance measurement program due to a lack of participation and ability to maintain information.

4. Adjourn

The meeting adjourned at 12:04 p.m.

Attest

Mayor
City of Clearwater

City Clerk